

OVERVIEW

DEPT.

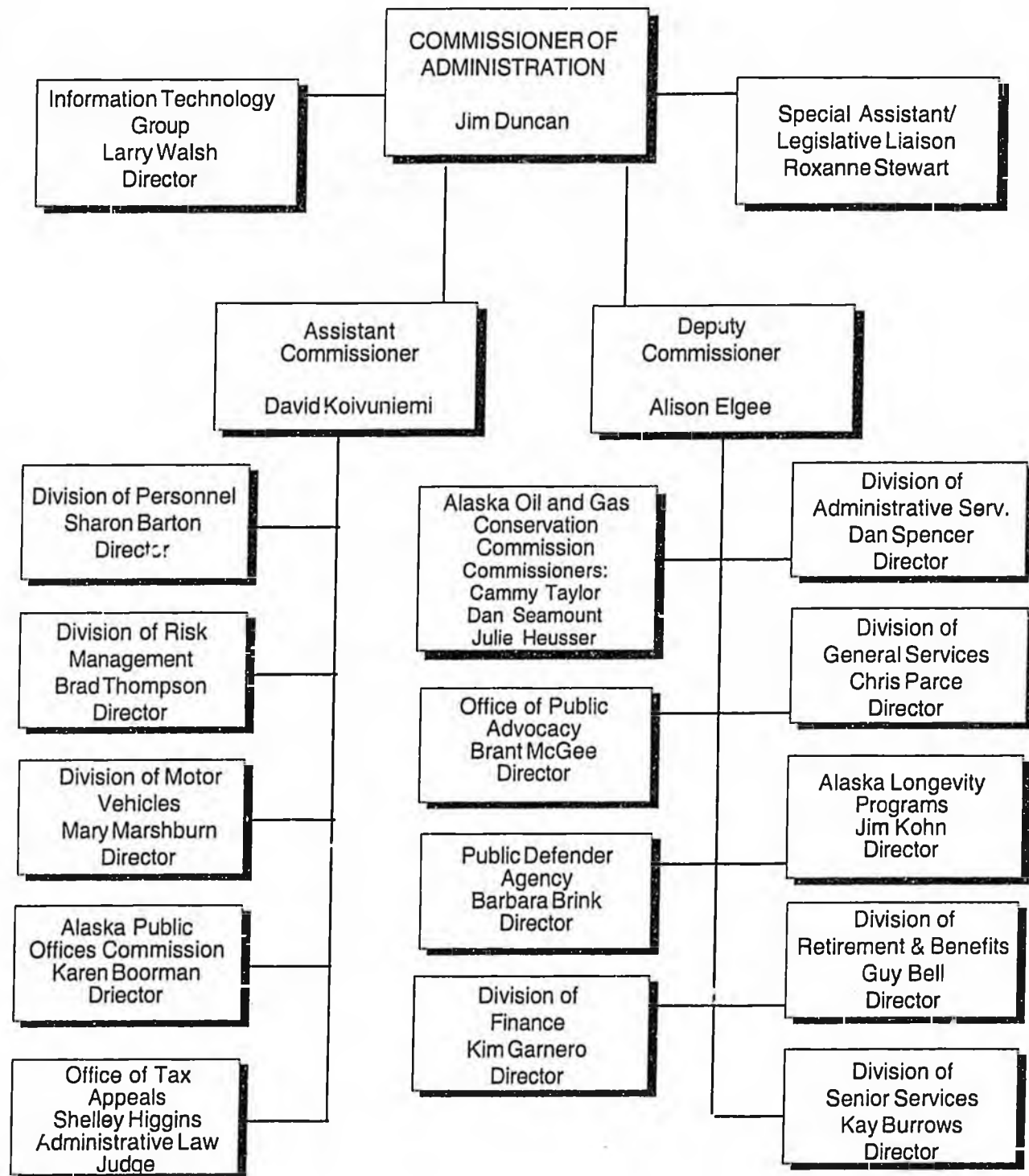
ADMIN.,

DEPT.

MIL. & VET.

AFFAIRS...

# Department of Administration



# Program Contacts

## DEPARTMENT MANAGEMENT

### Office of the Commissioner

Department Management: Jim Duncan, Alison Elgee,  
David Koivuniemi (465-2200)  
Legislative Liaison: Roxanne Stewart (465-2200)  
Telecommunications Information Council: Jim Duncan  
(465-2200)

### Administrative Services

General Information: Dan Spencer (465-2277)  
Budget: Eric Swanson (465-5654)  
DOA-IT: John Monagle (465-5768)  
Fiscal: Dave Blaisdell (465-5653)  
Human Resources: Bruce Cummings (465-5658)  
Payroll: Miki Cole (465-1364)  
APBC Grants: Loretta Withington (465-5643)  
Property: Jack Gregson (465-5656)  
Procurement: Jack Gregson (465-5656)

## SERVICES TO THE PUBLIC

### Alaska Longevity Programs

Longevity Bonus/Pioneers' Homes: James Kohn (465-4400)

### Alaska Oil and Gas Conservation Commission

General Information: Daniel T. Seamount, Jr. (793-1221)

### Alaska Public Offices Commission

General Information: Karen Boorman (276-4176)  
Campaign Finance: Chris Ellingson, Therese Bartlett  
(276-4176)  
Lobbying: Brooke Miles (465-4864)  
Personal Financial Disclosure: Nancy Freeman (276-4176)

### Motor Vehicles

General Information: Mary Marshburn (269-5559)  
Drivers Information: Kerry Hennings (269-3770)  
Field Office: Charles Hosack (269-5559)  
Administration/Budget: George Gaguzis (269-5559)

### Office of Public Advocacy

General Information: Brant McGee (269-3500)

### Office of Tax Appeals

Administrative Law Judge: Shelley Higgins (465-5641)

### Public Defender Agency

General Information: Barbara Brink (334-4400)

### Information Technology Group: Public Communications Services

General Information: Karen Morgan (465-5794)  
Alaska Public Broadcasting, Joint-Venture: Don Rinker  
(277-6300)

### Senior Services

Adult Protective Services: Dwight Becker (269-3674)  
Assisted Living Home Licensing: Gary Ward (269-3645)  
CHOICE Medicaid Home Care: Barbara Hendrickson (269-3662)  
Grants and Technical Assistance to Senior Services  
Providers: Jane Demmert (465-4879)

Long-Term Care Ombudsman: Jane Demmert (465-4879)  
Long-Term Care Services Unit: Barbara Hendrickson  
(269-3662)  
Personal Care Grants Admin: Susan Cook (269-3653)  
Alaska Commission on Aging: Jane Demmert (465-4879)

## SERVICES TO STATE AGENCIES

### Finance

General Information: Kim Garner (465-2240),  
Debbie Bump (465-5615)  
Accounting: Brenda Almlie (465-5614)  
Annual Financial Report: Joe Thomas (465-5616)  
Accounting Systems: Guy Warren (465-5602)  
Payroll Systems: Bill Diebels (465-5600)  
Payroll: Mark Minthorn (465-5599)  
Systems Administration & Security: Linda Murray (465-5603)  
W-2s/1099s: Jim Barnes (465-5590)

### General Services

General Information: Chris Parce (465-2250)  
Business Services & Central Mail: Eric King (465-5685)  
Facilities: Tanci Gantz (269-0300)  
Property: Jim Jobkar (257-9632)  
Purchasing: Vern Jones (465-5684)

### Information Technology Group

Division Management: Larry Walsh (465-2220)  
Computer Services: Jan Moyer (465-5789)  
Communication Services: Karen Morgan (465-5794)  
Fiscal Services: Charlene Morrison (465-5801)

### Personnel

ADA, FMLA, FLSA: David Stewart (465-4431)  
Training and Development: Rick Bohleber (465-4058)  
Classification: David Stewart (465-4431)  
Employee Programs: Nicki Neal (465-3849)  
Employee Records: Nicki Neal (465-3849)  
EEO Investigations: Dusty Rhodes (279-0287)  
Anchorage Office: Pat Dill (279-0298)  
Labor Relations: Sharon Barton (465-4430)  
Workplace Alaska: Nicki Neal (465-3849)  
Personnel Board: Doug Carson (465-4096)

### Retirement and Benefits

Deferred Compensation: Anselm Staack (465-5703)  
Group Health and Life Insurance: Janet Parker (465-4473)  
PERS/TRS Boards: Guy Bell (465-4460)  
Retiree Payroll: Anselm Staack (465-5703)  
Retirement Programs: Kathy Lea (465-5700)  
SBS Benefits: Janet Parker (465-4473)  
Supplemental Annuity Plan: Anselm Staack (465-5703)

### Risk Management

Property, Marine and General Insurance Issues: Scott Jordan  
(465-2183)  
Claims Administration: Vacant (465-5724)  
Workers' Compensation: Betty Johnson (465-2184)  
Legal Defense & Self-Insurance: Brad Thompson (465-2180)

## Department of Administration Functional Organization

DIVISION DIRECTOR AND PHONE NUMBER	SERVICES TO STATE AGENCIES	SERVICES TO THE PUBLIC	SERVICES INTERNAL TO THE DEPARTMENT
<b><u>DEPARTMENT MANAGEMENT</u></b>			
<b>Office of the Commissioner</b> Jim Duncan 465-2200	Telecommunications Information Council	Public Information	Department Management
<b>Administrative Services</b> Dan Spencer 465-2277		APBC Grants Procurement	Personnel, Fiscal, Payroll Property, Procurement, desktop IT support, Budget
<b><u>SERVICES TO THE PUBLIC</u></b>			
<b>Alaska Longevity Programs</b> James Kohn 465-4400		Pioneers' Homes Longevity Bonus	
<b>Alaska Oil and Gas Conservation Commission</b> Daniel Seamount, Jr. 793-1221	Collect, maintain, and analyze oil and gas exploration and production data	Regulate oil and gas drilling, production, and underground disposal of drilling waste	
<b>Alaska Public Offices Commission</b> Karen Boorman 276-4176		Regulation of: Campaign Disclosure Public Official Fin. Disclosure Lobbying Activity Disclosure	
<b>Motor Vehicles</b> Mary Marshburn 269-5559	Certified Records Expert Court Testimony Revenue Collection Treasury Receipt Accountability	Commercial Driver Licenses Driver Licenses Vehicle Registration Vehicle Titles Boat Registration Identification Cards Administrative Hearings Motor Vehicle Dealer Registration Municipal Tax Collection Insurance Driving Records Rural Alaska Mail-out Driver License Program Organ Donor Program Motor Voter Program Commercial Driving School Licensing Motor Vehicle Ownership Res. Snow Machine Registration Special Interest Plate Fee Collection and Disbursement	
<b>Office of Public Advocacy</b> Brant McGee 269-3500		Guardians ad litem Guardianship Services Legal Representation for Indigents	
<b>Office of Tax Appeals</b> Shelley Higgins 465-5641	Administrative Hearings	Impartial hearings in tax and other administrative appeals	Procurement and Longevity Bonus Hearings

## Department of Administration Functional Organization

DIVISION DIRECTOR AND PHONE NUMBER	SERVICES TO STATE AGENCIES	SERVICES TO THE PUBLIC	SERVICES INTERNAL TO THE DEPARTMENT
<b>Public Defender</b> Barbara Brink 334-4400		Legal Representation for Indigents	
<b>Senior Services</b> Kay Burrows 269-3666  Cristina Klein 269-3668  Jane Demmert Alaska Commission on Aging 465-4879	Manage long-term care functions for the Division of Medical Assistance State unit of aging for Federal Office on Aging	Grants to Senior Services Providers LTC Ombudsman Adult Protective Services Assisted Living Licensing CHOICE Home Care Waiver Personal Care Attendant Long-Term Care Unit Rural Long-Term Care Unit Alaska Medicare Info & Ref Serv. Quality Assurance	
<b><u>SERVICES TO STATE AGENCIES</u></b> <b>Finance</b> Kim Garnero 465-2240		Annual Financial Report 1099s, W-2s	
<b>General Services</b> Chris Parce 465 2250	Payroll Accounting Travel Policy Development Purchasing Card Management Electronic Vendor Payments Systems Management AKSAS and AKPAY Training Employee Services	Surplus State Property Sales Surplus Federal Property Asst. Vendor Lists Bid Offerings	
<b>Information Technology Group/Public Communications Services</b> Larry Walsh (ITG) 465-2220 Don Rinker (PCS) 277-6300	Purchasing Property Control Leasing and Facilities Central Mailroom Services	Computer Services Communication Services	Public Communications Services Grants and Technical Assistance to Public Radio/Television Grantees
<b>Personnel</b> Sharon Barton 465-4430	Recruitment Classification and Pay EEOC and HRC Complaint Investigations Training and Development Personnel Board Labor Contract Administration Grievance Arbitration Labor Contract Negotiations	Recruitment	
<b>Retirement and Benefits</b> Guy Bell 465-4460	Group Health Insurance Retirement Programs SBS Benefits Supplemental Annuity Plan Deferred Compensation PERS/TRS Boards	Services to Political Subdivisions Retirement Programs SBS Benefits Group Health Insurance Deferred Compensation PERS/TRS Boards Supplemental Annuity Plan	
<b>Risk Management</b> J. Brad Thompson 465-2180	Property Insurance Workers' Compensation Tort Liability Protection	Claims Administration	Negotiate Insurance terms in all state contracts/ agreements

## **Department Mission Statement**

The mission of the Department of Administration is to:

- provide centralized management and technology services to state agencies;
- provide legal and advocacy services for indigent Alaskans;
- provide programs that promote the independence of Alaska's seniors;
- provide vehicle and boat licensing and registration.

## **FY2002 Major Goals and Strategies**

### **Continue to improve the level and quality of services provided directly to the public**

- The Pioneers' Homes will work to develop and optimize gerontological services for residents with Alzheimer's Disease and Related Disorders and provide long-term care to veterans.
- Expand care plan counseling for seniors and adults with physical disabilities seeking long-term care.
- Continue expanding motor vehicle registration and licensing services available to the public through partnerships with private vendors.
- Improve Public Defender capabilities by reducing caseload and increasing technical and other support services.
- Improve guardian ad litem services for abused and neglected children by improving and expanding the use of volunteers.

### **Continue to pursue opportunities for efficiency, cost reduction, innovation, and effective delivery of state services and programs**

#### **Information Services**

- Create a modern, customer-focused enterprise information technology environment.
- Implement a telecommunications partnering plan with the private sector.
- Expand the delivery of state services through the integration of computing systems and Internet technology.
- Develop, enable, and support state agencies' efforts to conduct state business electronically.
- Work with the federal and local government agencies to deploy Phase One of an emergency radio communications system.

#### **Financial/Management**

- Design and implement an electronic commerce strategy and standard for statewide procurement and other transactions.
- Continue to work with the Administrative Solutions Team to improve the understanding of core administrative services issues affecting all state agencies.
- Develop and put in place programs to evaluate the use of electronic signatures.

## 2000-2001 Major Accomplishments

### SERVICES TO THE PUBLIC

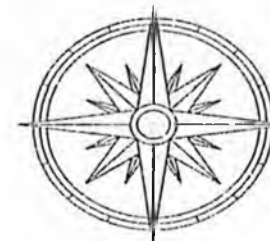
- **Motor Vehicles:** Implemented the first year of the boat registration program required by CH 28 SLA 00 (HB 108) which includes all boats previously subject to U.S. Coast Guard registration as well as all unpowered boats over ten feet long. Prepared all registration materials, computer program modifications, regulatory work, and public notifications for initial implementation with only six months lead time.
- **Senior Services:** Redesigned the independent Personal Care Attendant program to operate in an employment agency model.
- **Senior Services:** Improved turnaround time by 75 percent for Medicaid Waiver program ongoing cases.

### SERVICES TO STATE AGENCIES

- **Retirement and Benefits:** Selected a new third-party administrator contractor for the active employee and retiree health plans.
- **Information Technology Group:** Published a request for proposals (RFP) for a public/private telecommunications partnership that will significantly reduce unit costs to state agencies. A contract award is expected the second half of FY2001.
- **Facilities Management:** Implemented the public facilities fund and pilot program managing operations and maintenance of eight state-owned facilities in Anchorage, Fairbanks, and Juneau.
- **Facilities Management:** In addition to the pilot program, the Department of Administration began management of facilities maintenance for seven of the remaining nine state-owned facilities in Juneau.
- **Division of Finance:** Completed a two-year overhaul of the leave accounting system for the Alaska Marine Highway System.

# Department of Administration Office Locations

\*map is not to scale—for illustrative purposes only.



## DIVISIONS

Commissioner's Office  
Administrative Services  
Alaska Longevity Programs

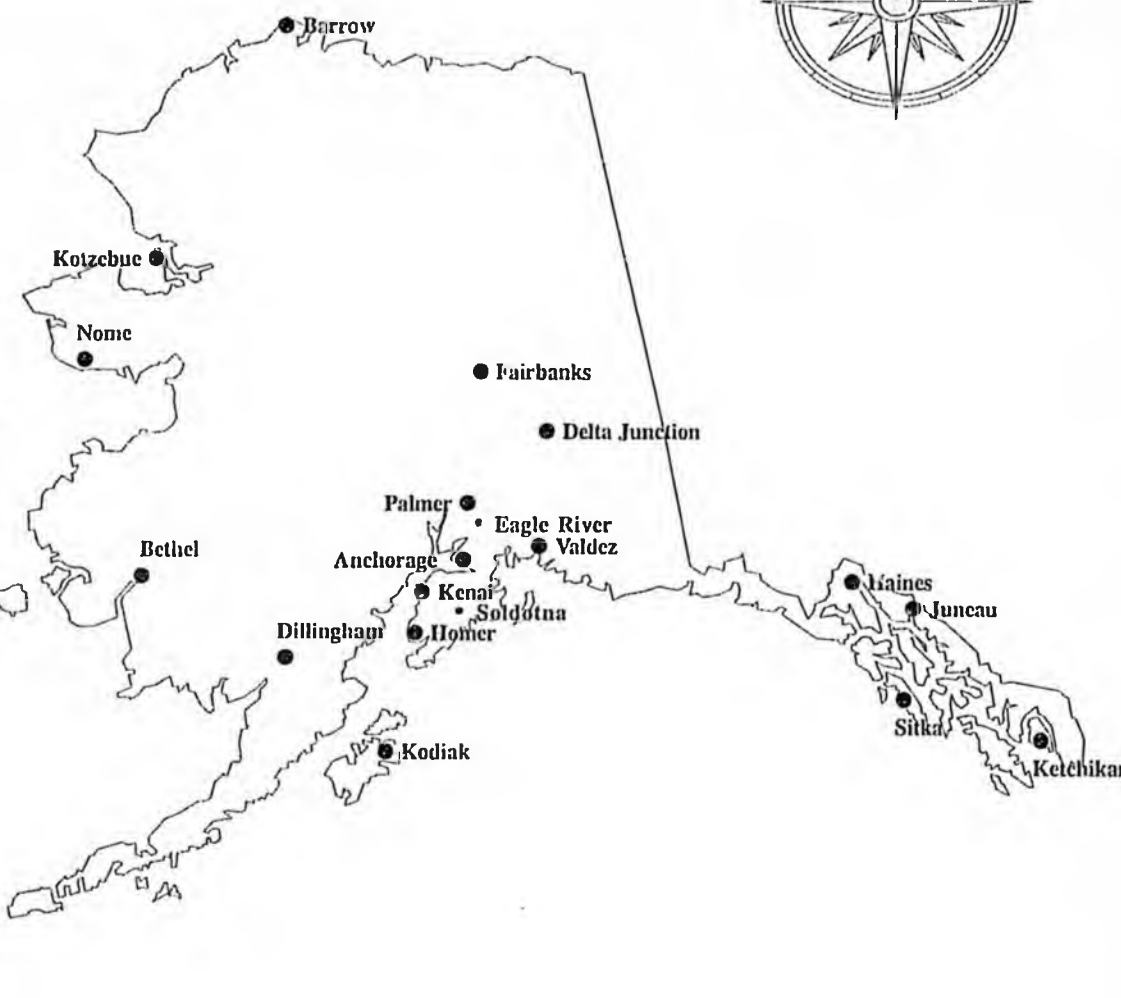
Alaska Oil and Gas Conservation  
Commission  
Alaska Public Offices Commission  
Finance  
General Services  
Information Technology Group  
Motor Vehicles

Office of Public Advocacy  
Office of Tax Appeals  
Personnel  
Public Defender Agency

Retirement and Benefits  
Risk Management  
Senior Services

## LOCATION

Juneau  
Juneau, Anchorage  
Anchorage, Fairbanks, Juneau,  
Ketchikan, Palmer, Sitka  
Anchorage  
Anchorage, Juneau  
Anchorage, Juneau  
Anchorage, Fairbanks, Juneau  
Anchorage, Bethel, Delta Junction,  
Elmendorf, Eagle River, Fairbanks,  
Glennallen, Haines, Homer,  
Juneau, Ketchikan, Kodiak, Nome,  
Palmer, Sitka, Soldotna, Valdez  
Anchorage, Fairbanks, Juneau  
Juneau  
Anchorage, Juneau  
Anchorage, Barrow, Bethel,  
Dillingham, Fairbanks, Juneau, Kenai,  
Ketchikan, Kodiak, Kotzebue, Nome,  
Palmer, Sitka  
Anchorage, Juneau  
Juneau  
Anchorage, Juneau, Fairbanks



# STATE OF ALASKA

## DEPARTMENT OF ADMINISTRATION

OFFICE OF THE COMMISSIONER

**TONY KNOWLES, GOVERNOR**

P.O. BOX 110200  
JUNEAU, ALASKA 99811-0200  
PHONE: (907) 465-2200  
FAX: (907) 465-2135

January 30, 2001

The Honorable John Coghill, Chair  
House State Affairs Committee  
State Capitol, Room 102  
Juneau, Alaska 99801-1182

Dear Representative Coghill:

Attached are two items that members of the House State Affairs Committee requested at the January 18 overview of the Department of Administration.

The first, shows you the "Number of Employees by Bargaining Unit or Non-covered Status," as of January 16, 2001. The second is a listing of the number of state purchasing and travel cards issued and the card limits.

If you or members of the House State Affairs Committee desire further information on these or other issues, please feel free to contact me at 465-2200.

Sincerely,



Jim Duncan  
Commissioner

Attachments

cc: Mike Abbott  
Legislative Office  
Office of the Governor



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**Number of Employees by Bargaining Unit or Non-covered Status**

UNION	BU	FT REGULAR	FT SEASONAL	PT REGULAR	PT SEASONAL	TOTALS
Public Safety/Airport Security Employees	PSEA	401				401
National Marine Engineers Assoc	MEBA	79				79
Masters, Mates, Pilots	MM&P	77				77
Corrections	PSEA	678				678
General Government	ASEA	6697	934	299	18	7948
Confidential	CEA	219		4		223
Labor, Trades, Crafts	LTC	1206	345	45	2	1598
Inlandboatman's Union	IBU	590				590
Supervisory	APEA	1464	12			1476
AVTEC	AVTECTA	29		2		31
Central Correspondance Studies EE Assoc	ACSEA	20		4		24
Mt. Edgecumbe Teachers Assoc	TEAME	17				17

<b>UNION TOTALS</b>		<b>11477</b>	<b>1291</b>	<b>354</b>	<b>20</b>	<b>13142</b>
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NON-UNION	BU	FT REGULAR	FT SEASONAL	PT REGULAR	PT SEASONAL	TOTALS
Excluded		53	2	39		94
National Guard		3		142		145
Exempt & Partially Exempt		1235	4	289		1528
Judicial		631		66		697
Legislative		481		13	121	615

<b>NON-UNION TOTALS</b>		<b>2403</b>	<b>6</b>	<b>549</b>	<b>121</b>	<b>3079</b>
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<b>GRAND TOTALS</b>		<b>13880</b>	<b>1297</b>	<b>903</b>	<b>141</b>	<b>16221</b>
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1/16/01

## TRAVEL CARDS

As of 1/23/01, 581 travel cards are issued to State of Alaska employees.

Monthly \$ Limit	# of Cards	% of Total Cards Issued	Comments
\$5,000.00	547	94%	Most State employees.
\$10,000.00	22	4%	Directors, Commissioners.
\$50,000.00	10	1.7%	Governor's Office.
\$300,000.00	2	.3%	DCED – Pacific Rim travelers.

## PURCHASING CARDS

As of 1/23/01, 958 purchasing cards are issued to State of Alaska employees. Transaction dollar limits are set according to a cardholder's purchasing authority. Limits are determined by the agency and take into account an employee's assigned purchasing authority and job requirements.

Transaction \$ Limit	# of Cards	% of Total Cards Issued	Comments
<= \$500.00	176	18%	These ranges represent the majority of cardholders who make small dollar purchases, such as office supplies, conference fees, etc., on a regular basis. These cardholders are likely to be Admin Clerks or Assistants rather than Procurement Specialists or Officers.
\$501.00 - \$1,000.00	156	16%	
\$1,001.00 - \$2,500.00	374	39%	
\$2,501.00 - \$5,000.00	148	15%	
\$5,001.00 - \$10,000.00	44	5%	These ranges represent cardholders who perform procurement as a major part of their job responsibilities. These cardholders are more likely to be Procurement Specialists or Officers.
\$10,001.00 - \$20,000.00	9	1%	
\$20,001.00 - \$50,000.00	47	5%	
\$50,001.00 - \$100,000.00	4	1%	

Monthly \$ Limit	# of Cards	% of Total Cards Issued	Comments
<= \$500.00	75	8%	A monthly limit is also set, along with the transaction limit, on each card account. Monthly limits are determined at agency discretion and represent the maximum dollar amount that can be charged in one billing cycle (month). Monthly limits are set at a level that takes into account the likely number of transactions a cardholder would make in one month, based on job responsibilities.
\$501.00 - \$1,000.00	26	3%	
\$1,001.00 - \$2,500.00	82	9%	
\$2,501.00 - \$5,000.00	165	17%	
\$5,001.00 - \$10,000.00	77	7%	
\$10,001.00 - \$20,000.00	46	5%	
\$20,001.00 - \$50,000.00	468	49%	
\$50,001.00 - \$100,000.00	19	2%	

For  
Representative Coghill



**Department  
of Military  
&  
Veterans Affairs  
Briefing**

**to**

**House State Affairs  
January 23, 2001**



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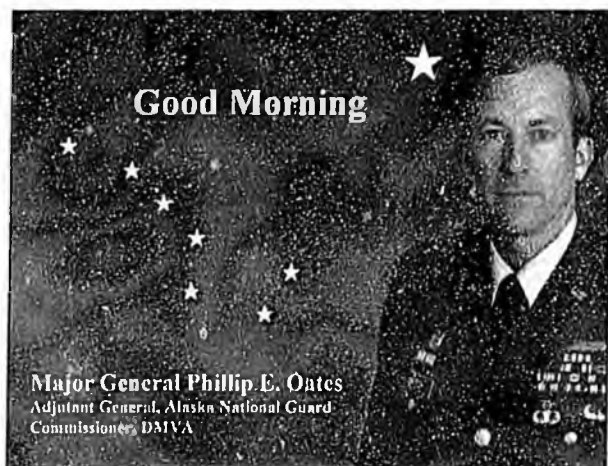
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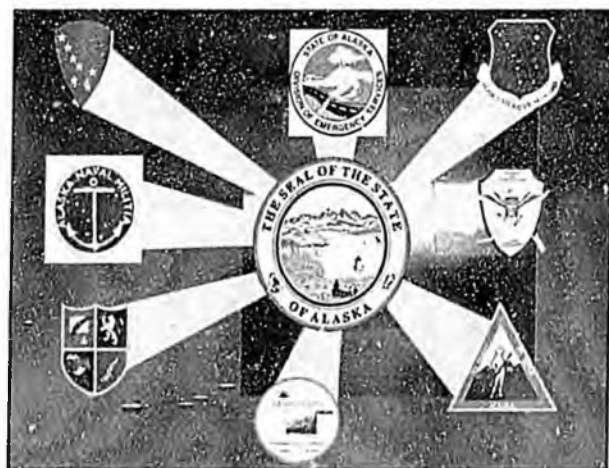
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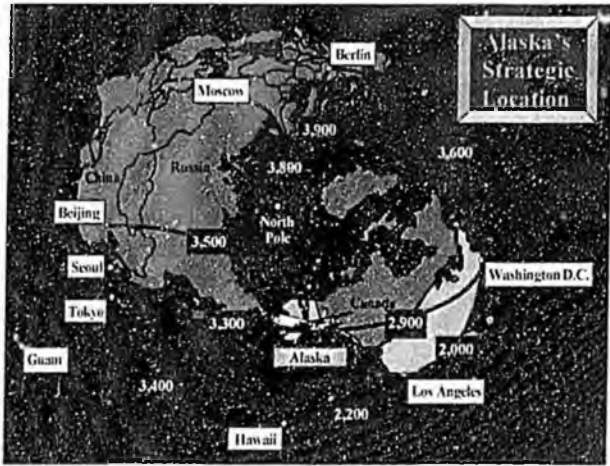
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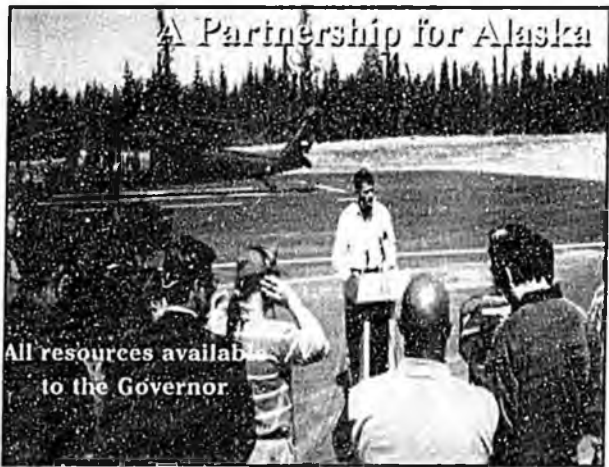
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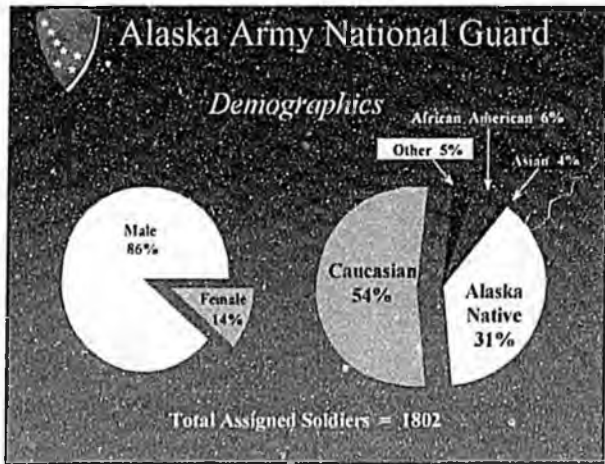
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**Alaska Army National Guard**

*Scout Battalions*

320 Personnel/ 36 Scout Teams  
5 Scouts per Team

**EQUIPMENT**

- 3- 2.5 ton Cargo Trk
- 1- 5 ton Cargo Trk
- 58- Snow Machines
- 1- M1997 Ambulance HMMWV
- 15- M1973 Cargo SUSV
- 2- M1065 C3 SUSV
- 1- M1973 Ambulance SUSV
- AM Radios
- FM Radios




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**Alaska Army National Guard**

*Army Guard Aviation*

1/207th Aviation Regiment

24 UH-60 Blackhawk Helicopters  
8 C-23 Sherpas




**Search and Rescues**

- 59 Missions - 119 Sorties
- 129.4 Flying Hours
- 50 Saves
- 11 Assists

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**Alaska Army National Guard**



*297th Support Battalion*

- Headquarters, Headquarters Company - Wasilla, AK
- Company A - Yuba City, CA
- Company B - Fort Richardson, AK
- Company C - San Francisco, CA




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**Alaska Army National Guard**  
**103rd (WMD) Civil Support Team**



**MISSION**

The 103rd (Weapons of Mass Destruction) Civil Support Team will deploy to an Area of Operations in support of the local Incident Commander to assess a suspected NBC event, advise civilian responders, and facilitate requests for assistance of additional state and federal assets to prevent and mitigate the loss of life and property

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**Alaska Army National Guard**

*207th Regional Training Institute*  
 (Multi-Functional)



**Mission**

As part of the Total Army School System, provide officer and enlisted professional education and training to the future leadership of the Alaska Army National Guard and other Reserve component organizations.

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**Alaska Army National Guard**

*Payroll*  
 AGR and Technician \$27.4 million  
 Traditional Soldiers \$ 8.9 million



*Operations, Maintenance & Construction*  
 \$21.5 million




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**Alaska Army National Guard**  
*Innovative Readiness Training*  
*Operations 2000*



<b>WHITE FANG</b> (Dental)	<b>TRI-LAKES</b> (Engineering)	<b>CRYSTAL SPAN</b> (Engineering)
<b>ARCTIC CARE</b> (Med/den/ Eng.)		<b>BUMPER DRAG</b> (DS Main)
<b>P-40</b>		<b>OBBERG PARK</b> (Engineering)
<b>WARHAWK</b> (Aviation)		<b>STAND DOWN</b> (CSS)
		<b>ALASKA ROAD</b> (Engineering)

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**Alaska Army National Guard**  
*Innovative Readiness Training*  
*Operations 2001*

**ARCTIC RESCUE**  
(Aviation)



<b>ARCTIC CARE</b> (Med/den/ Eng)	<b>BUMPER DRAG</b> (DS Main)
<b>SPECIAL OLYMPIC WORLD GAMES</b> (Security, Logistics)	<b>STAND DOWN</b> (CSS)
	<b>ALASKA ROAD</b> (Security Mission)

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### Alaska Air National Guard

#### *176<sup>th</sup> Wing – Kulik Air National Guard Base*

- 35 years (150,000 flight hours) of accident-free flying
- Over 450 airmen deployed overseas in 2000 as part of USAF Aerospace Expeditionary Forces
- Consistently receives highest marks for aviation operations & readiness

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### Alaska Air National Guard

#### *176<sup>th</sup> Wing 210th Rescue Squadron*

- 6 HH-60 Helicopters
- 4 HC-130
- Annual Participant in Arctic SAREX
- Federally funded mission saves Alaskan lives
  - 133 rescue missions
  - 66 saved in 2000




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### Alaska Air National Guard

#### *Mackay Trophy 210th Rescue Squadron*




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**Alaska Air National Guard**  
*176<sup>th</sup> Wing*  
**Rescue Coordination Center**

- Federally funded mission saves Alaskan lives  
 – 117 saved in 2000
- Coordinates and prosecutes rescue efforts
- 24/7 support
- Directed 337 missions in 2000




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**Alaska Air National Guard**  
*176<sup>th</sup> Wing*  
**144<sup>th</sup> Airlift Squadron**

- 8 C-130H aircraft
- Emergency and disaster airlift support for Alaska
- Operation Santa Claus
- Worldwide airlift support
- Germany - Joint Forge support (Balkans)




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**Alaska Air National Guard**  
*168<sup>th</sup> Air Refueling Wing*  
**Eielson AFB**  
**168<sup>th</sup> Air Refueling Squadron**

- 9 KC-135R aircraft
- 24/7 refueling for Alaskan air sovereignty
- Routine operational support for Air Force missions
- 2000 Dept of Defense Family Support Award
- Turkey - Operation Northern Watch




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**Alaska Air National Guard**  
**206<sup>th</sup> Combat Communications Squadron (Elmendorf AFB)**

- Provides theater and tactical communications
- Exercised in Arctic and tropical conditions back-to-back
- Part of Pacific Command Crisis Response Force




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**Alaska Air National Guard**  
**Air Sovereignty - 611 Air Combat Control Squadron - Elmendorf AFB**

- Transition to ANG proposed by North American Air Defense Command
- Brings 120 federally funded Air Guard positions to Anchorage area
- No additional state funding required
- Expect 4-year transition to begin within 30 days




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**Alaska Air National Guard**  
**Space Surveillance & Ballistic Missile Warning - Clear Air Force Station**

- Transition to ANG proposed by Air Force Space Command
- Brings 90 federally funded Air Guard positions to Interior Alaska
- No additional state funding required
- Expect 4-year transition to begin later this year - proposal under review by Air Force




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## Alaska Air National Guard

*Strategic Airlift - C-17 Globemaster  
Elmendorf AFB*

- Air Force studies underway
- Long-term relevant mission for Air Guard and U.S. military
- Adds new capability for State disaster response
- Key event - when Congress appropriates funds for more C-17's




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## Alaska Air National Guard




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## National Missile Defense



Alaska

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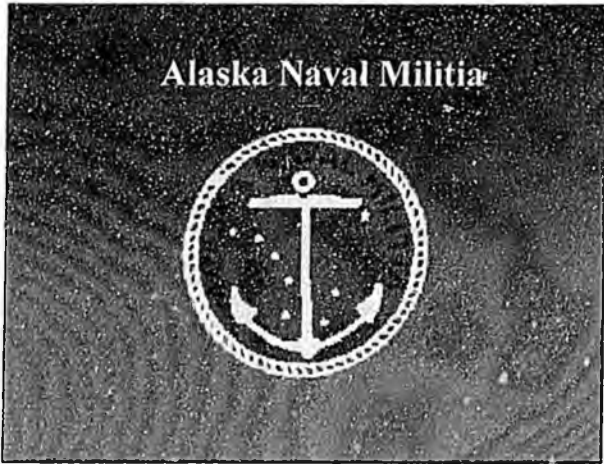
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**Alaska Division  
of Emergency Services**

"Alaska Division of Emergency Services leads, coordinates and supports the emergency response system, to protect lives and prevent the loss of property from all hazards."

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**Alaska Division  
of Emergency Services**

*Statutes*

- AS 26.23 Alaska - ADES
- Stafford Act - FEMA

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**Alaska Division  
of Emergency Services**

*All Hazards*

- Earthquakes
- Floods
- Volcanoes
- Hazardous Materials
- Weather Extremes
- Storms
- Tornadoes
- Wildland Fires
- Terrorism
- Other

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**Alaska Division  
of Emergency Services**

*State Emergency Response  
Commission*

- SARA Title III - EPA
- Ensure integrated all hazard planning
- Appoint Local Emergency Planning Committees (LEPC)
- Establish procedures for Community Right-To-Know
- Commissioner's DMVA and DEC co-chair SERC

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**Alaska Division  
of Emergency Services**

*Partners*

- Communities/Boroughs
- Local Emergency Planning Committee
- Native Corporations
- Business/Industry
- Utility Companies
- Alaska National Guard
- Other AK State Agencies
- Federal Emergency Management Agency
- American Red Cross
- Organizations
- Command
- Weather Service
- Department of the Interior
- Alaska/West Coast Tsunami Warning Center
- U.S. Coast Guard
- U.S. Army Corps of Engineers
- Federal Bureau of Investigation

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## Alaska Military Youth Academy

### *Mission*

To use proven military methods and techniques to motivate young men and women to become successful citizens



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## Alaska Military Youth Academy

### *The Youth Corps ChalleNGe Program*

16-18 year-old Alaskans who have not completed a secondary education and are statistically headed for a bleak future



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## Alaska Military Youth Academy



"WHAT WE HAVE HERE IS A FAILURE TO COMMUNICATE"

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## Alaska Military Youth Academy

### *Eight Core Components*

- Life skills
- Educational excellence
- Job skills
- Responsible citizenship
- Leadership
- Health, hygiene, & nutrition
- Physical fitness
- Community service




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## Alaska Military Youth Academy

### *Program Phases*

- 17 1/2 month intervention program
  - Phase I
    - Two Week Pre-ChalleNGe
  - Phase II
    - 20 week residential accredited school
  - Phase III
    - 12 month after-care




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## Alaska Military Youth Academy

### *After-Care Phase*



- Graduates work with adult volunteer "mentors" in their local communities
- "Mentors" help graduates stay on track
- "Mentors" are there to listen when graduates need an understanding ear

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## Alaska Military Youth Academy

### STARBASE Academy

- Motivating hands-on, interactive curriculum focusing on science, math, technology, teamwork and drug demand reduction
- Will be designed for 5<sup>th</sup> grade classes, incorporating distance learning and summer camps for teachers
- *Motto: "dreams+actions = Reality"*

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## Alaska Military Youth Academy



"A mind that is stretched by a new experience  
can never go back to its old dimensions"

*Oliver Wendell Holmes*

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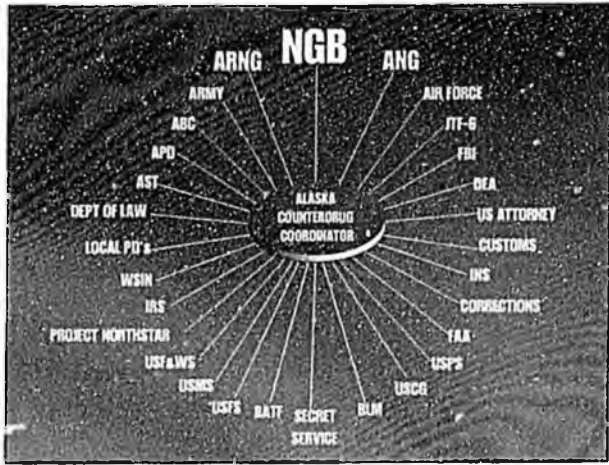
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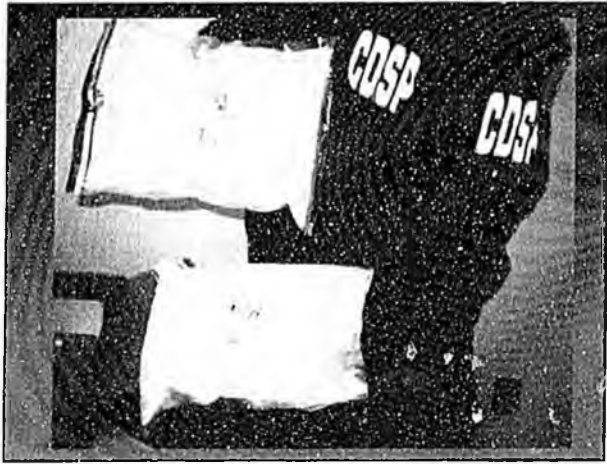
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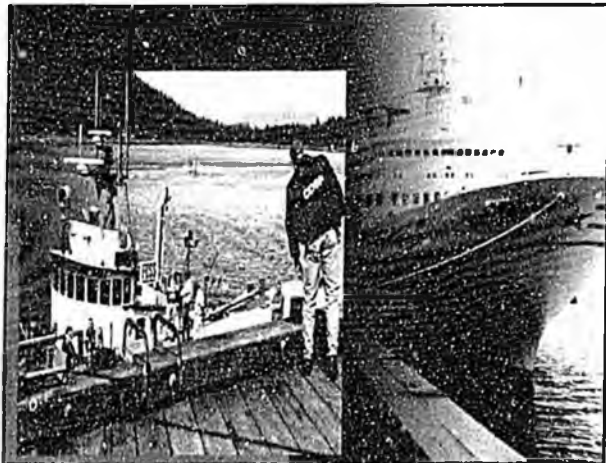
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 Counter Drug Support Program

### Alcohol Smuggling

- Alcohol continues to be the drug of choice in rural Alaska
- Over 120 villages have local options laws



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 Counter Drug Support Program

### 21<sup>st</sup> Century Technology



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### Counter Drug Support Program

*Drug Demand Reduction Initiatives*

- Shop to Stop
- Operation Kidlift
- Drug-Free Softball Tournament
- Rural Reachout




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### Veterans' Services




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### Veterans' Services

*Major Achievements for 2000*



- Governor announced Veterans' Preference for Pioneers' Homes
- Over 170 Veterans and families served through StandDown
- Canadian, British and Korean veterans honored for 50th Anniversary of Korean War
- Federal Recognition for Veterans of Alaska Territorial Guard
- WWII High School Diploma (Operation Recognition)

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## Information Management

*Five areas of focus*

- Integration of DMVA's IM/IT Initiatives
- Land Mobile Radio (LMR) Initiative
- Statewide Outsourcing Concept
- E-9-1-1 Wireless
- Mini Radio System

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## Division of Administrative Services

- FY97 - Shared Services Agreement with DNR
- One Director - one budget expert
- Saved \$95,000 per year - \$475,000 to date
- Now share HRM, equipment, mail, clerk and co-located offices

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## Operation Santa Claus



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**Alaska Military Youth Academy**  
**Admissions & Records**  
P.O. Box 5727  
Fort Richardson, Alaska 99505  
(907) 384-6015 or 800-797-2267 Fax: (907) 384-6023/6007

**Alaska Military Youth Academy Background**

In federal fiscal year 1993, the U.S. Congress enacted legislation establishing and funding 10 pilot programs for 16-18 year-old "at-risk" youth in various states. For the purposes of the pilot projects, "at-risk" was defined as being 16 – 18 years of age and out of school without having completed a secondary education.

These pilot projects were designed to follow a model outlined in a 1989 Rockefeller Foundation study. That study suggested testing a program that included living in a military-style setting, offering a basic secondary education along with healthy life-skills training and a strong community service component to give these at-risk youth a second chance at success.

In January of 1994, our founding organization, the Alaska National Guard Youth Corps, began its first ChalleNGe Program class. Forty-three young men and women graduated this first class in June of that year. The Alaska Military Youth Academy graduated its thirteenth ChalleNGe Program class in September of 2000, bringing its total number of graduates to 900.

In December of 1997, the Alaska Military Youth Academy received its secondary school accreditation from the Northwest Association of Schools & Colleges. In January of 1998, the Academy became a Microsoft Authorized Academic Training Program site.

The Academy is an Army Junior Reserve Officer Training Corps (ROTC) site and an Alaska Department of Labor and Workforce Development testing site. Among its other accomplishments, the Alaska Military Youth Academy was the nation's first ChalleNGe Program site to develop a skills training element within its curriculum and to establish an "in-the-field" military-based pre-ChalleNGe phase as an indoctrination period for student candidates. Because of their effectiveness, these elements have been copied by other ChalleNGe sites.

**Program Objectives**

This year in Alaska it is projected that more than 3500 high school students will leave school before completing a secondary education. This number does not include those students who are removed from high school programs for disciplinary reasons. Statistics supplied to the ChalleNGe Program from other agencies indicate that 50% of high school dropouts are not able to find employment and 80% are reported to be regular illegal drug users.

The objective of the Academy is to help these young Alaskans, who statistically are headed for a dismal future, become self-confident, contributing citizens of our state and their local communities.

To accomplish this the Academy uses proven methods of the United States armed forces. The Academy's Challenge course includes an intense, disciplined, structured, military-style, 22-week residential phase, followed by a 12-month post-residential "after-care" phase.

Training during the residential phase introduces students to healthy life-coping skills, demanding physical conditioning, leadership and teamwork skills development leading to high self-esteem and pride.

### Criteria For Admissions

The Alaska Military Youth Academy does not accept all applicants. Those applying for admission to its Challenge Program courses must be 16 to 18 years old, out of school, but without having earned a high school diploma or completion certificate, willing to commit to a drug, alcohol and tobacco-free life while enrolled, be free of legal entanglements and physically and mentally capable of completing a challenging military-style training program. Most importantly, all applicants to the program must have a real desire to help themselves and must be volunteers.

### Program Of Studies

The residential portion of the Academy's Challenge Program centers on eight "core" components. These include pursuit of educational excellence, basic vocational skills training, life coping skills, responsible citizenship, health, hygiene, nutrition & sex education, community involvement through volunteer service to others, leadership & teamwork skill development and physical fitness.

### Location

The Challenge Program residential phase is conducted at the Camp Carroll Training Site on Fort Richardson. Students live in military barracks within Camp Carroll. Medical, food service and supply facilities are also located at the training site. Through a cooperative agreement with the United States Army, many facilities on Fort Richardson are available for use during Challenge Program training. These include such confidence and team-building training areas as the Army's soldier confidence (obstacle) course, the post's rope rappelling ramps and tower and the Fort Richardson Airborne training tower.

The after care (post-residential) portion of the Challenge Program is coordinated by school staff located at Camp Carroll, but takes place within the communities where cadet graduates reside.

## The After-Care (Post Residential Phase)

The Alaska Military Youth Academy runs a nationally recognized, award-winning After-Care (mentoring) effort. All cadets are matched with adult volunteer "mentors" as early in the program as possible. These "mentors" are screened and trained by the Academy After-Care staff prior to the match and are then encouraged to build relationships with their assigned cadets throughout the residential phase. Mentors are there to help graduates stay on track, solve problems and sometimes just be a non-threatening, friendly adult with whom the cadets can share problems and from whom they can seek advice.

Mentors and graduates are required to maintain weekly contact throughout the 12-month post-residential phase. Both cadets and mentors send progress reports to the Academy monthly during the post-residential phase.

Students from outside the greater Anchorage area are linked with local host/mentor families and with mentors located in their home towns.

## Youth Corps ChalleNGe Program Results

As of September 2000, the Alaska Military Youth Academy has graduated 900 young men and women and returned them to their communities all across Alaska. According to national program monitors, eighty-five-to-ninety-two percent of Academy graduates are either employed or are in academic or vocational training more than 12 months following graduation. Although all young men and women accepted into the Academy are considered to be "at-risk" of delinquency or dismal futures, none of the successful graduates are "in trouble with the law."

## Benefits To The State Of Alaska

In addition to the social benefits derived from redirecting young men and women into more productive lives and away from the negative influences which surround many today, the Alaska Military Youth Academy provides tangible, measurable benefits to the people of the State of Alaska.

Jobs & Economy: More than 55% of program graduates are now holding down jobs, paying their own way in society. These job holders create other jobs through their productivity and spending.

Crime: According to Alaska's Governor Tony Knowles in a speech on the state of Alaska's children, it costs an average of more than \$60,000 for a young person to be placed in Alaska's Youth Corrections facilities. According to 1998 statistics from the Alaska Department of Corrections, it costs about \$35,000 to \$55,000 a year to keep an adult in prison in Alaska.

About 25% of those accepted into the Youth Corps School's ChalleNGe Program had been involved with the juvenile justice system. The life-changing experience of the Academy's demanding ChalleNGe course has turned these graduates into contributing members of society. The estimated savings, or "cost-avoidance" amounts, run into millions of dollars each year.

Education: According to Alaska's Attorney General, 85% of those in prison today have not completed a secondary education. Nearly 80% of ChalleNGe Program graduates received their State of Alaska High School Diplomas by examination through the Academy. Others have returned to traditional high schools following graduation from the residential phase of the ChalleNGe course to complete traditional diploma programs.

Because of the Academy's partnership with the Alaska Department of Education and Early Development, all cadets are enrolled in Alaska's correspondence school, the Alyeska Central School. This concurrent enrollment allows Academy students to participate in correspondence learning as well as academic classes. The staff of Alyeska Central School also provides curriculum development assistance and guidance to the teaching staff at the Academy.

Welfare Reform: The Alaska Military Youth Academy offers basic academic, vocational, and life skills training to all who qualify. Teen parents currently receiving public assistance support payments may qualify for this training as part of an overall training package.

Community Service: Each year the Academy provides more than 14,000 hours of volunteer service to the community. More than 50 organizations have received assistance in a wide variety of community service projects performed by Academy cadets and staff.

A few of those served through the Academy's community service efforts include Municipality of Anchorage Department of Parks & Recreation, the Municipal Libraries and Port Authority, the American Heart Association, Wolf Song of Alaska, the Anchorage YMCA, the Alaska Council on the Prevention of Alcohol and Drug Abuse, the Multiple Sclerosis Society, Alaskans for a Drug-Free Youth, the Eagle River Bear Paw Festival, the Food Bank of Alaska, Anchorage School District elementary schools, the Anchorage People Mover transportation system, Elmendorf Air Force Base and the Fort Richardson Post Chapels. Cadets have also worked on roadside and waterway clean-up projects and have constructed wheelchair ramps for the disabled.

When the dollar value of volunteer service to others is calculated using the legal minimum wage, the Academy provides more than \$750-thousand annually in needed services to Alaska.

### Program Funding And Costs

Funding for the Alaska ChalleNGe Program during its pilot period was entirely provided by the federal government through the Department of Defense to the State of Alaska's Department of Military & Veterans Affairs. Current funding comes from the Department of Defense, the State of Alaska and a variety of grant programs.

Supporters of the Academy are establishing a non-profit corporation, The Denali Youth Academy, Incorporated, to provide for non-funded student needs through direct contributions.

The cost to fully fund the Alaska Military Youth Academy is about \$4-million annually.

This Document Revised: 01 November 2000  
Please Direct Questions or Requests For More Information To:  
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# OFFICE OF PUBLIC ADVOCACY

## Briefing 2001



**Brant McGee**  
**Public Advocate**  
**Office of Public Advocacy**  
**Department of Administration**  
900 West Fifth Avenue, Suite 525  
Anchorage, Alaska 99501  
(907) 269-3500

## OPA Takes Care of Children

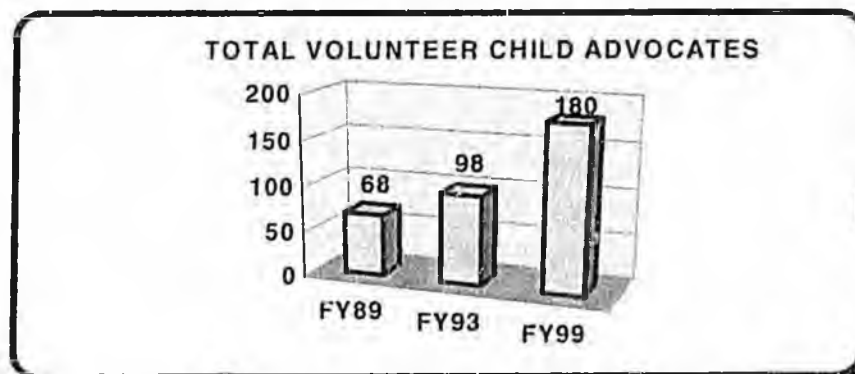
The Office of Public Advocacy's primary clients are abused and neglected children. Every month, more than 2000 children are represented in Alaska courts by OPA child advocates throughout Alaska. These court proceedings involve custody, adoption, termination of parental rights, child in need of aid actions, and emancipation.

OPA has been innovative in planning how to best meet the needs of these children. Before the creation of the agency, *child advocate* representation (meaning court-related services provided by an adult advocate for a child) was provided mostly by appointed attorneys, whose legal training provided little insight into many of the problems faced by the young clients. OPA changed that.

OPA determined that these children are best served by child advocates who are trained in child development, family dynamics, and the dynamics of child abuse, child neglect, substance abuse, and domestic violence. A child advocate investigates the matters involving the young client, and makes recommendations to the court about the best interests of the child.

The quality of individual care given to the child clients of OPA is significantly enhanced by the "Court Appointed Special Advocate" [CASA] volunteer program. Through that program, more than 180 community volunteers work with OPA child advocates to obtain important information relevant to the child's case, and provide that information to the courts. Supervised and trained by OPA advocates, the CASA volunteers provide Alaska with more than 24,000 hours of volunteer assistance each year.

OPA's vigorous advocacy on behalf of children results in cost savings to the state. The efficient resolution of children's issues saves public money spent on the court system, social workers, foster care, and public attorneys involved in the case. A swift response to these cases directly benefits the children as well.

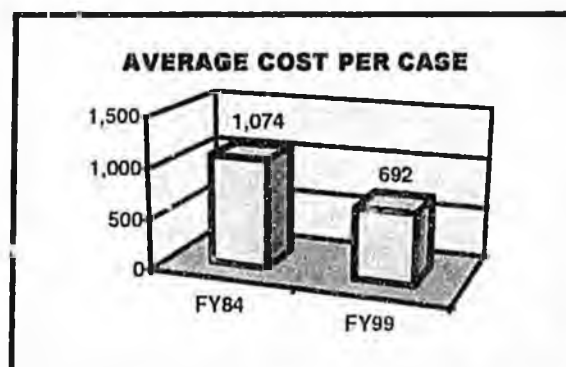
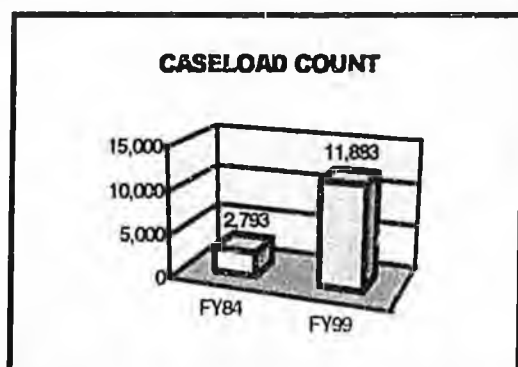


## What does OPA do?

The Office of Public Advocacy has three main jobs.

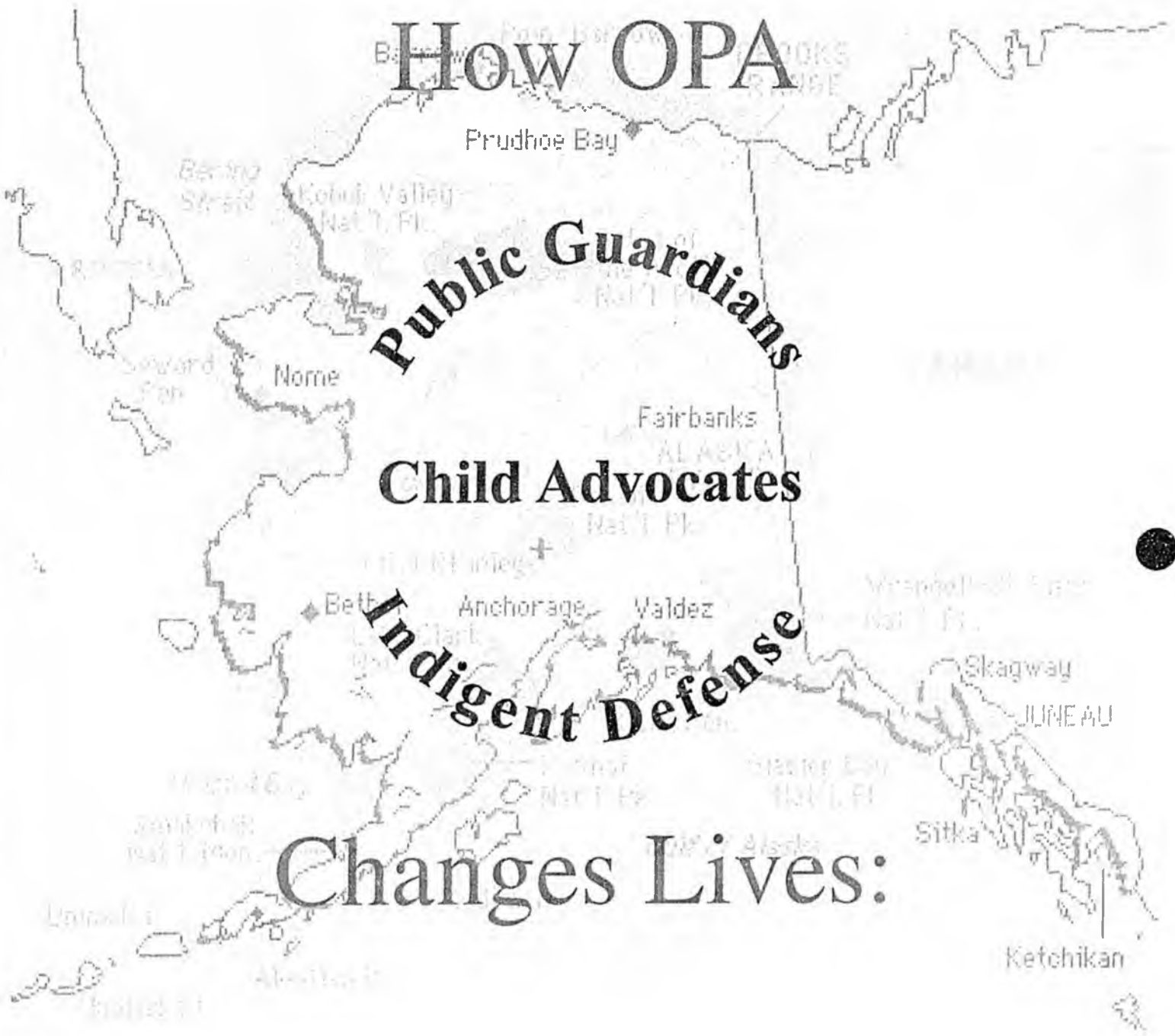
1. OPA provides guardian and conservator services to Alaskans who are mentally incapable of managing their own affairs. As illustrated by the story of OPA guardian Bill Herman and his client Maria\* on page 5, sometimes a little help goes a long way.
2. OPA represents indigent criminal defendants when the Public Defender Agency has a conflict of interest. OPA attorney Leslie Hiebert's case involving a mistaken identification in a felony charge is on pages 6-7.
3. OPA represents abused and neglected children in child protection court cases. This work is done by *guardians ad litem*, employees of the agency who represent the children's interests in these cases. The story of Chris and Jenny Shriver, pages 8-9, who were able to rejoin their mother illustrates some of the work that OPA *guardians ad litem* like Marcia Honea do.

OPA also provides representation in other civil cases involving children, including divorce and custody cases, adoption proceedings, emancipation proceedings and juvenile delinquency cases.



In FY84, the last year the Alaska Court System was responsible for administration of the functions now performed by OPA, the average cost per case was \$1074. In 1999, the average cost was \$692. The agency has consistently improved cost effectiveness while absorbing enormous caseload increases.

\* The names of OPA clients throughout are fictitious.





### Maria Moves from Despair to Hope

OPA Public Guardian Bill Herman never gave up on Maria\*, even when it seemed that she was giving up on herself. Maria, a 41-year old woman, was both developmentally disabled and mentally ill. For the past 25 years, she had been in and out of mental institutions. Maria had turned to alcohol and to drugs to ease her own pain, and had added addiction to her list of troubles. She had been in two bad marriages. She had been the victim of physical and sexual violence.

OPA was appointed to handle all financial affairs for Maria in 1993. This task included receiving her income (public assistance, disability payments, and dividends from Native Corporations), creating a budget, paying her bills, and working out day-to-day problems (which sometimes meant daily requests for money by a person with addiction problems). It seemed that Maria was bent on self-destruction. Her public guardian's efforts to help her were disregarded and resisted. There was conflict between them. Maria moved several times between Anchorage and Juneau, and was assigned to different guardians at OPA. Eventually, she was assigned to Bill Herman.

In 1998, Maria hit the bottom of her orbit. She and her husband were drinking and using drugs. They were evicted from their apartment, and became homeless. Maria tried to kill herself. She was committed to the Juneau psychiatric unit.

Bill Herman stuck by Maria. He recognized that she might be ready to change, and he supported her increasingly positive decisions to be sober, to work part-time, and to take classes towards a GED. Maria started to stabilize. She moved from the homeless shelter into subsidized housing. What had once been a bitter and confrontational relationship between Maria and her guardian became a trusting and pleasant relationship for both. Maria sees Herman as a friend who has always been there to act in her best interest, and who remains ready to help her as she moves forward in her life.

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\* The names of OPA clients throughout are fictitious.



LESLIE HIEBERT, ATTORNEY

### False Witness Exposed

Through the fast and skillful investigation done by a lawyer in the criminal section of OPA, an innocent young man and his innocent brother were saved from long jail sentences and a lifetime of harm from unjust felony convictions. The fabricated charges made by a drug dealer were proven false, and the boys were acquitted.

Jamie, 17 years old, occasionally bought small quantities of marijuana from Sharon, a woman who lived near his girlfriend. Jamie took his friend, Sam, over to Sharon's house one day. Jamie went in to make a purchase, while Sam sat in Jamie's car. When Jamie returned, Sam said he wanted to go in, too, and went into Sharon's house, alone. After a few minutes, Sam came rushing back to the car, telling Jamie to "Go, go, go!" He told Jamie that he had stolen pot from Sharon. Jamie was upset and angry at Sam. He knew that Sharon would think that he had set her up to be robbed by Sam.

Sharon called the police. She told them that Jamie and another man had taken \$300 at gunpoint. Jamie was arrested and put in jail. He was desperately afraid. He knew nothing about any gun or any money. The police also arrested Jamie's brother, Jerold, and charged him with the same crime. It was Jerold's bad fortune to look almost identical to Sam (although they were not related in any way). The Public Defender Agency was appointed to represent Jerold. OPA was appointed to represent Jamie.

OPA attorney, Leslie Hiebert began investigating immediately. Jamie told her that it had been Sam who had been with him that day, not Jerold. She went to interview Sam. Sam admitted that he had stolen pot from the drug dealer, and said that he had done it on

his own, without help from Jamie. He said that some of what he had taken had been in a little plastic cosmetic bag when he took it, and that he took the bag when he took the pot.

Hiebert studied Sam's face, and saw that there was, indeed, an uncanny similarity between Sam and poor Jerold. She convinced Sam to tell the police what he had done (a real feat since Sam knew that it might mean he would face a jail sentence himself). She had Sam taken to police headquarters, where he was interviewed by the police on videotape.

Sharon denied ever having possessed or sold marijuana. She said she was an innocent victim of a robbery. Sharon said that Jamie had known that she always kept her money to pay her monthly bills on the shelf, that it was part of her routine, and that he had come to her apartment expressly to steal the money, bringing with him an accomplice with a gun to threaten her.

At trial, Hiebert was able to produce testimony from the gas company, the power company, and the telephone company that Sharon had never paid *any* of her bills while she lived at that apartment, let alone paid in cash. Hiebert showed the jury the videotape of Sam's confession, so that the jury could see how much Sam looked like Jerold, and how Sam had already admitted that *he* was the one who had been with Jamie on that day. Hiebert also showed the jury the cosmetic bag that Sharon had admitted was hers. This was the same cosmetic bag that Sam had admitted to taking from Sharon, the bag that held her pot.

Hiebert also proved that Sharon was a drug dealer, and was selling pot on the same day as the robbery, by calling Tommy Shelton to testify: Shelton said he had bought marijuana from Sharon himself on that very day. Tommy was not a friend of either of the defendants, and was worried that he would get in trouble himself for what he was saying. He only came because he was subpoenaed by Hiebert.

The investigation done by OPA proved that the charges against Jamie and Jerold were based on the word of a lying drug dealer. The jury agreed, and acquitted both brothers of all of the felony charges. Jamie was released from jail, where he had been imprisoned for six months, and went home, where he was reunited with his mother and brother.



MARCIA HONEA, GAL

### Mom Comes Home

Two year-old Chris Shriver and his four year-old sister Jenny rocked from side to side in their mother's car as it swerved from left to right down the highway. Their mother, Becky, was drunk again. Becky's erratic driving caught the eye of a patrolling state trooper, who pulled her over. Becky's blood alcohol was more than twice the legal limit permitted a driver.

Becky was arrested, and Chris and Jenny were placed in emergency foster care. The Division of Family and Youth Services filed for legal custody of the children. Marcia Honea, a *guardian ad litem* at OPA, was appointed by the court to serve as an advocate for the best interests of the two young children.

Under court order, Becky began an outpatient alcohol treatment program. She did everything she was supposed to do, according to her case plan. To all appearances, Becky had turned a corner. Jenny and Chris were sent back home. Becky said that she had quit drinking. She went back to college.

The Court was about to release legal custody of the two children back to Becky. On behalf of the two Shriver children, Honea kept an eye on the family. Honea was troubled by a nagging doubt about whether or not Becky was really committed to change, a doubt that was confirmed when Honea got a call from Becky's neighbor, who said that Becky was drinking again.

Honea confronted Becky with what she knew, and with the fact that the children's only hope of happiness lay in Becky's sobriety. She laid out in plain, powerful, and direct terms what would happen if Becky didn't change. Honea also informed Becky's treatment program of the relapse. Further pretense on Becky's part was not possible.

Becky went back into treatment, and this time she committed herself to sobriety. That was four years ago. Becky completed college, and is working full-time as a technical writer in a private company.

Chris and Jenny Shriver got back the mother they love, a mother on whom they could truly rely. Becky loves her children, and has made them a safe and happy home. Becky says she owes her success to her own desire to change and to the determined intervention made by Honea. Through Honea's commitment, the Shriver children are growing up with a hopeful future, and the inter-generational chain of loss that could have been set into motion by Becky's alcoholism has been avoided.

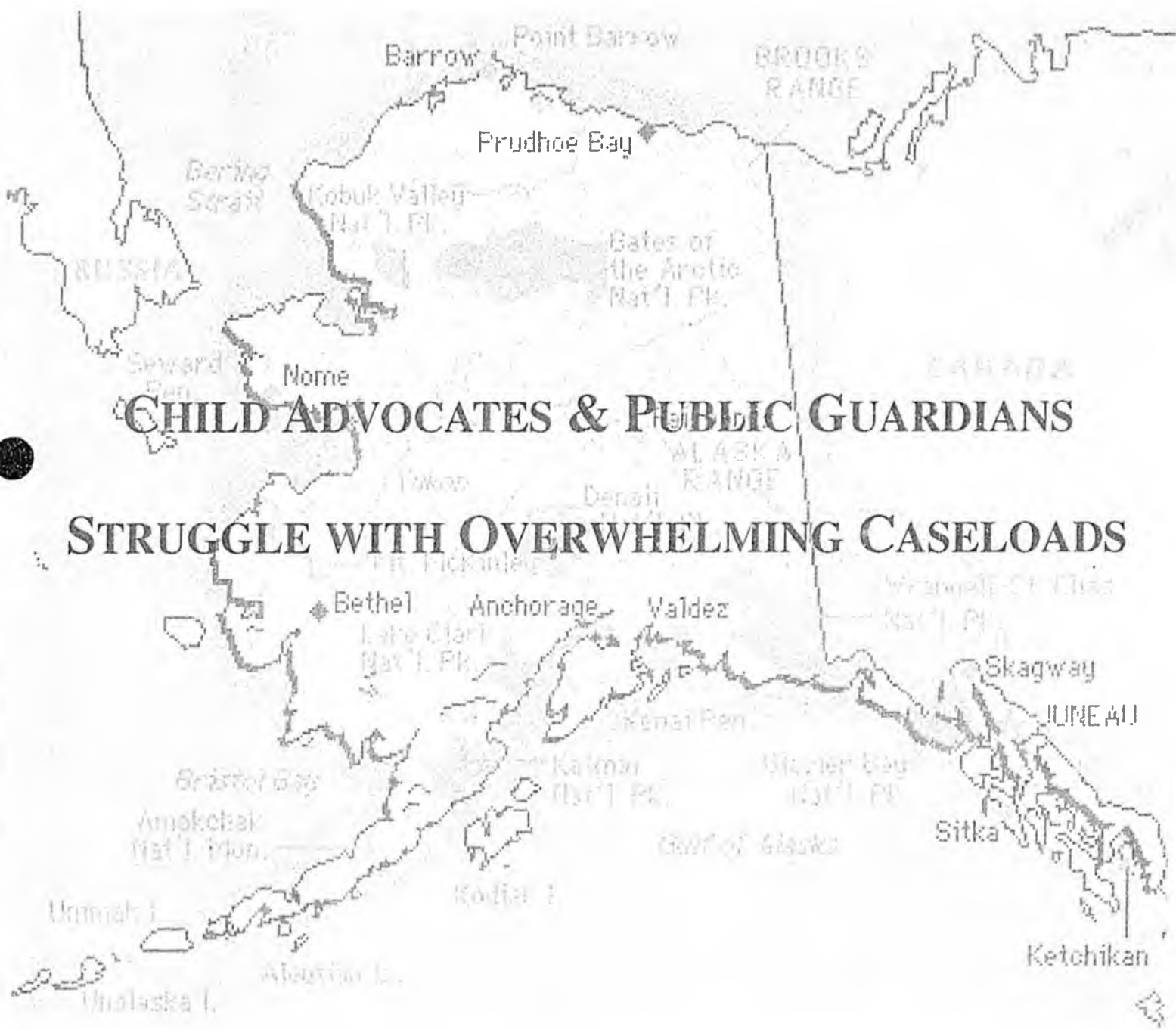


The Pickens Family. Back row: mom Judy, Andrea, Jillian.  
Middle row: Adrianna, Anthony, dad Marvin, Erin.  
Bottom row: Lesley, Paul.

### A Happy New Home

Most of the time, intervention on behalf of children in troubled families can be brief, and the family can be reunited. This usually involves helping the children's parents to do what needs to be done so that the children will live in a safe home. Sometimes, however, this is not possible, because the parents are unwilling or unable to make the necessary changes.

In these situations, a new family needs to be found for the children. Often this is a relative or friend of the child's family. Sometimes a new adoptive family is found. Judy Sullivan-Pickens and Marvin Pickens recently adopted three children who had been represented by OPA child advocates.



# CHILD ADVOCATES & PUBLIC GUARDIANS

## STRUGGLE WITH OVERWHELMING CASELOADS

## Child Advocates Carry a Heavy Load

A *guardian ad litem* (GAL) is a person appointed by the court to act as an independent advocate for a child's best interests. OPA staff GALs work in Anchorage, Fairbanks and Juneau. Some are attorneys and some are professionals from many other fields. Staff GALs are assisted in many cases by volunteer Court Appointed Special Advocates. Staff work together in teams to ensure the best possible representation of Alaska's abused and neglected children.

The GAL has a key role in child protection proceedings. Unlike the other participants, the GAL has no interest other than that of the child. The GAL's job is to ensure that the child is protected (in the child's own home, if possible), that appropriate services are provided to the child and the family, and that a timely permanent plan is implemented for those children who cannot safely be reunited with their families. Often referred to as the "eyes and ears of the court," the GAL provides information and makes recommendations to the court to enable the court to make the best possible decision.

The OPA child advocates carry such heavy caseloads that they are unable to do many of the things that they are supposed to do for each child who is represented. A GAL should be spending about *6 hours per month* for a child client in a relatively straightforward case. These hours should be spent interacting with the child, and the child's family, school, and other caregivers, and in communication with the courts and other authorities involved in the case. [See the box on next page for further details.] OPA child advocates, however, are able to spend only an average of *one hour per month per child*, because each GAL represents about 140 children.

Children are being underserved. Even the dedication, experience, and mature judgment for which OPA child advocates are known cannot allow them to make up the difference between what is needed and what can be done in the time available. What this means is that each child faces greater risk: the child advocate may not be able to meet with the teacher, or work as closely with the DFYS social worker, or monitor the child's situation as well as should be done. In addition to the increased risk to children, this ends up costing the state more money, because the right outcome is not always achieved as efficiently as it otherwise would be.

## **GAL Responsibilities for Each Child**

### **Investigate each assigned case**

- ◆ Meet with and interview the child as soon as possible
- ◆ Obtain and read relevant records, including:
  - DFYS file
  - Medical, educational, mental health, and law enforcement records
  - Court records
- ◆ Interview adults important in the child's life, including:
  - Family members/relatives/caregivers
  - DFYS social workers
  - Tribal representatives
  - Other professionals (teachers, doctors, therapists, etc.)

### **Monitor and move each case through the child protection system**

- ◆ Participate in creating the DFYS case plan
- ◆ Maintain contact with the child and child's situation to:
  - nurture relationship with child and observe changes in child over time
  - develop knowledge of situation
  - explain proceedings in terms that the child can understand
- ◆ Advocate for child to obtain appropriate care and services
  - Consult with caregiver, teachers, and other providers as needed
  - Protect the child's cultural needs
  - Confirm that child's relatives have been identified and located
  - Maintain contact with tribal representatives
- ◆ Follow parents' progress in completing the case plan
  - Maintain contact with child's parents
  - Consult with parents' service providers and DFYS
  - Observe interaction between child and parents

### **Ensure that all relevant information is available to court**

- ◆ Participate in court hearings and meetings related to case
- ◆ Inform court how the child is doing and identify barriers to permanency
- ◆ Complete reports to court as required
- ◆ Testify, call witnesses, question witnesses and make arguments
- ◆ Protect the interests of a child called as a witness
- ◆ Obtain legal advice/representation if needed
- ◆ Request court reviews or judicial intervention when needed
- ◆ Inform the court of the child's wishes

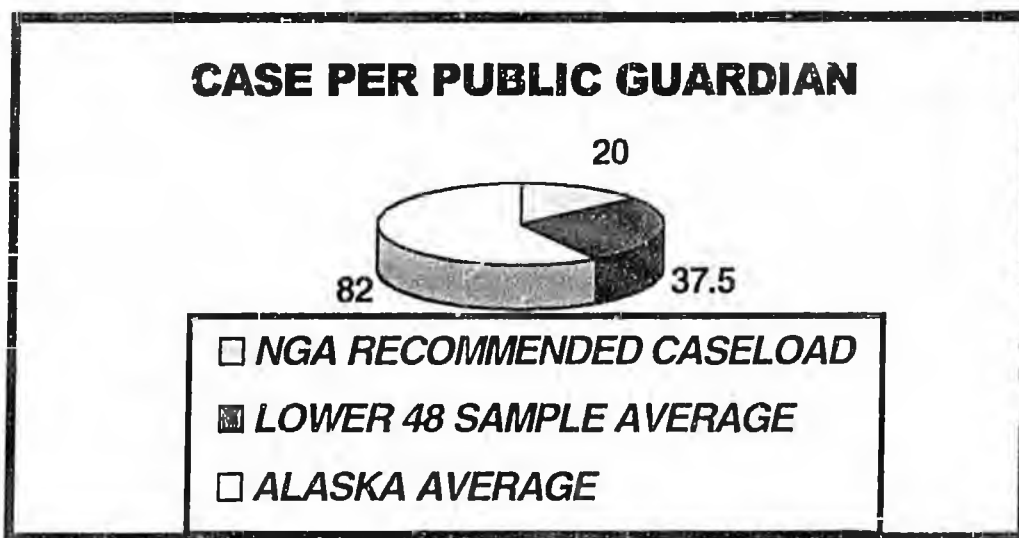
**Seek cooperative solutions to assist the child to find stability, safety, and love**

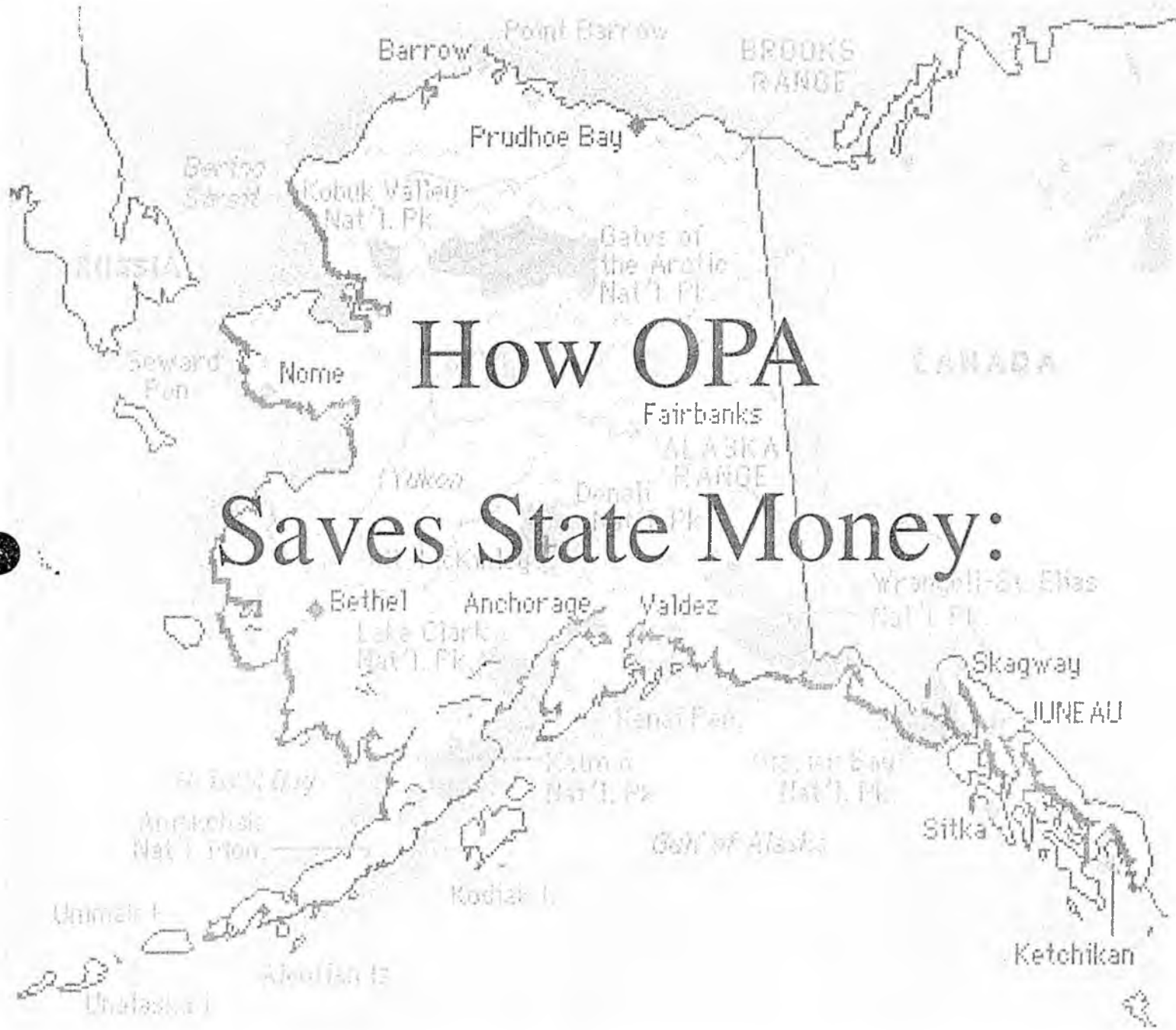
## OPA Public Guardians Manage Overwhelming Caseloads

OPA's public guardians are responsible for managing the affairs of adults who have been found by a court to be legally incapacitated, and who have no friends or family to take care of them. Public guardians may be responsible for arranging for all the needs of a client, including educational, legal, financial, housing, and physical and mental health-related needs of their clients. Most of these clients suffer from chronic mental illness, developmental disabilities or age-related dementia, such as Alzheimer's disease.

OPA public guardians are juggling huge caseloads — caseloads that are more than *two times larger* than the load recommended by the National Guardianship Association. A comprehensive study of public and private guardianship in Alaska was completed in September, 1998 by The McDowell Group (at the request of the Department of Administration). The analysts found that OPA public guardians are dedicated, respected, and efficient, but that "the public guardian staff have unreasonable caseloads by any measure." The analysts concluded that these unreasonable caseloads made it impossible for OPA to meet its statutory commitments for complete guardian service.

There is an *urgent* need to remedy this situation. The graph below shows a comparison based on an extrapolation from a legislative audit conducted some years ago.





## **Legislature Saves Money: OPA Provides Cost-Effective Services Statewide**

In 1984, the Alaska Legislature created OPA to solve a persistent and expensive governmental problem. The purpose of the agency was to provide *effective and cost-efficient* legal representation for three different groups of indigent Alaskans: abused and neglected children, adults who need guardians, and certain indigent criminal defendants. The legislature moved this duty from the judicial branch to the Department of Administration.

The legislative plan has worked even better than could have been expected. From a budgetary perspective, the use of OPA employees rather than private attorneys has cut costs dramatically. From a consumer perspective, the quality of representation available to OPA clients has been consistently high. This is a marked improvement over the earlier system, which involved using the appointed services of a wide range of private providers, whose cost and quality varied.

In every case, OPA is appointed to represent a client by the Superior Court. This means that OPA has no direct control of its caseload, or of the cases to which it is assigned. Representation of these clients is provided by OPA employees, paid contractors, and unpaid volunteers.

Almost all of OPA's paid staff members are located in the major population centers of Anchorage and Fairbanks. This provides cost-effective, efficient representation in the locations where the greatest number of cases arise. OPA contracts with attorneys and other professionals in every other Superior Court location in Alaska. These contractors provide OPA representation when they are appointed to cases by that court.

Because no contract system can anticipate every court appointment made under the OPA statute, the office maintains a list of more than 100 attorneys throughout Alaska who are willing to take cases at reduced hourly rates under maximum compensation ceilings.

**Unpaid CASA volunteers are an important part of the OPA team. Through the efforts of these citizen volunteers, thousands of hours of time are donated to protecting the welfare of at-risk children, by persons trained and supervised by OPA staff. 24,000 hours were donated by CASAs last year, the equivalent of over 12 full time positions.**



# **State of Alaska**

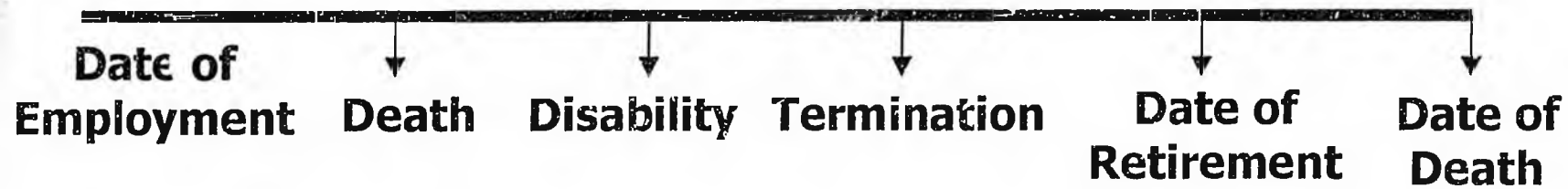
## **Public Employees' Retirement System**

**Presentation to the House State Affairs Committee**

**March 5, 2002**



# What does an Actuary do?





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# Goal

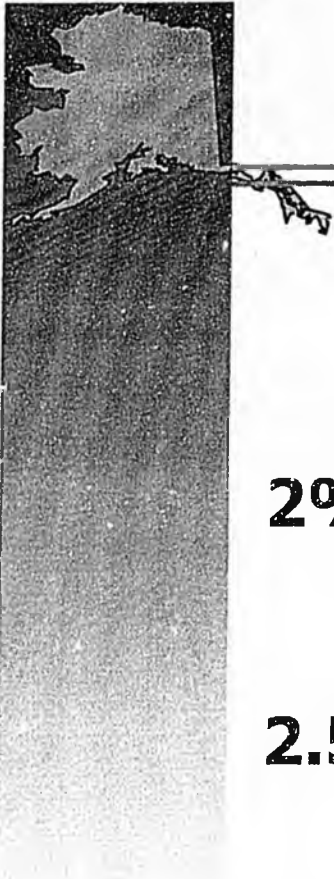
**Pay for retirement benefits during  
working lifetime of employees**



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**Age 25**  
**Salary \$40,000**

**Age 45**  
**20 years of service**  
**annual accrued benefit of \$18,000**



**2% of \$40,000 times 10 years = \$ 8,000**

**2.5% of \$40,000 times 10 years = \$10,000**

**Sum = \$18,000**

**/ year for life**



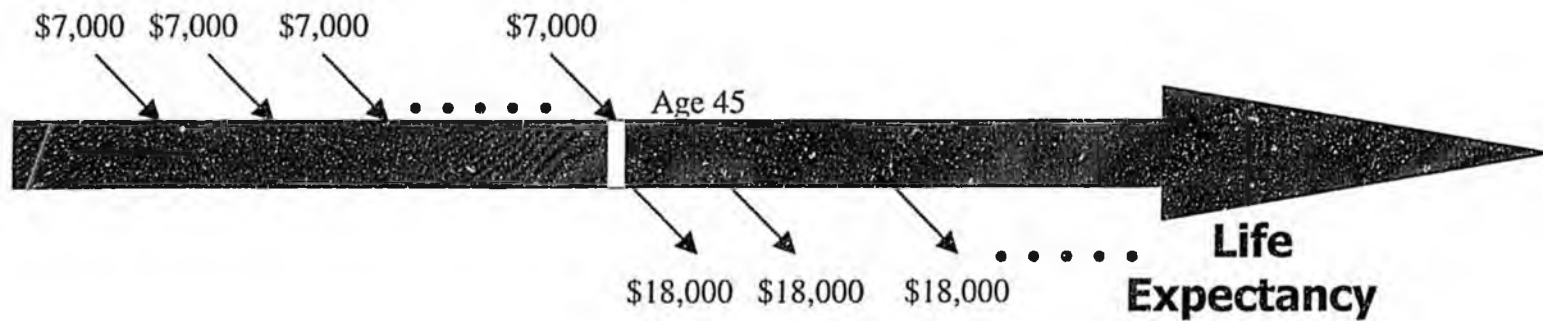
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# Goal

**Accumulate \$210,000 during  
the employee's 20 year career**



# 17% of Pay





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# Entire System

---

\$

**Sum of benefit values for each system participant**



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**Accrued Liability**

**Future Normal Costs**



\$

**All retirees**

**Active employees future service**

**Active employees past service**



**Accrued Liability**  
Assets

**Future Normal Costs**

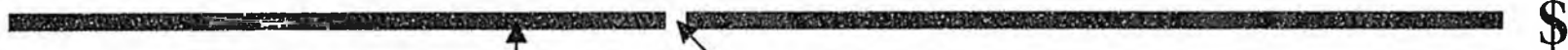


↑  
**Unfunded  
Liability**



**Accrued Liability**  
Assets

**Future Normal Costs**



25 year  
amortization  
of unfunded  
liability (past  
service cost)

**Unfunded  
Liability**

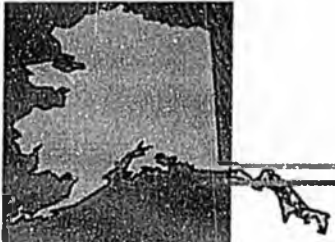
**Normal Cost for the  
coming year**



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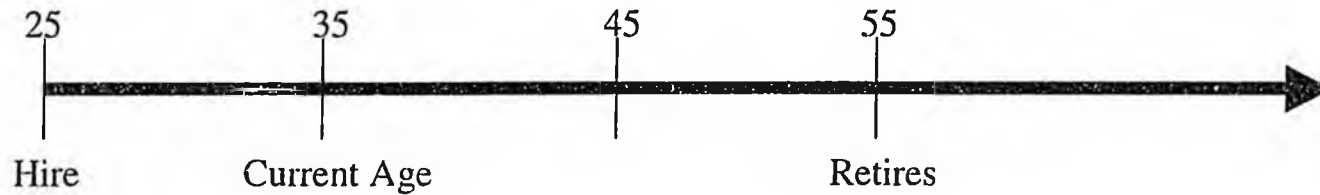
## Additional Assumptions Built into the Model

- **Salary increases**
- **Medical inflation**
- **Employment patterns**
- **Cost of living adjustments**
- **Others**

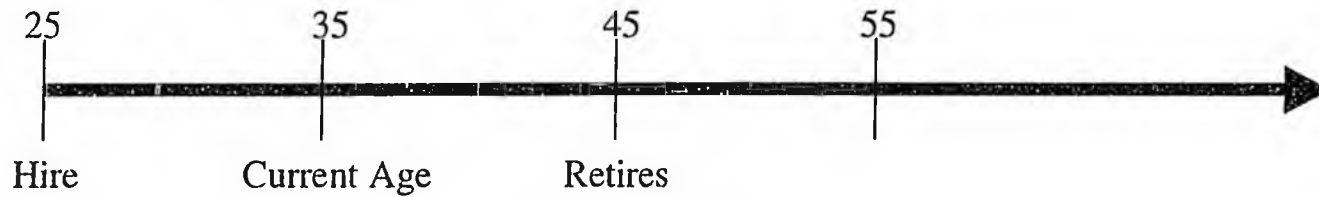


**Example:**      **35 years old**  
                         **10 years past service**  
                         **\$40,000 salary at retirement**

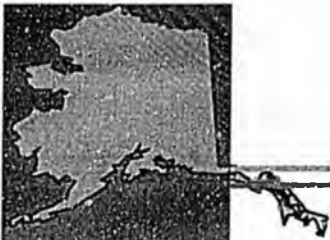
**Others**



**Police/Fire**

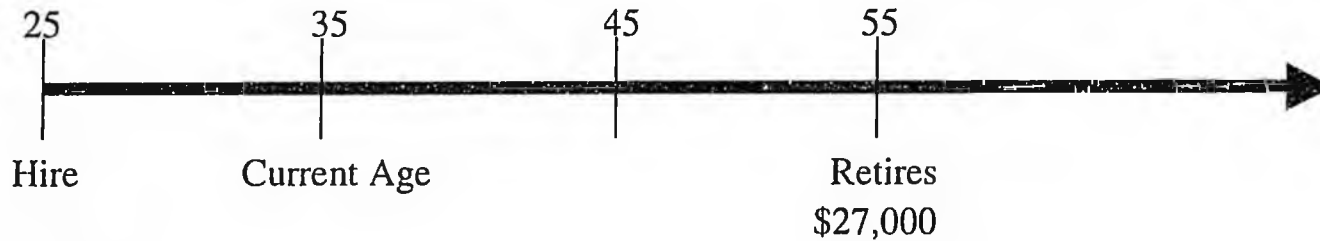


**Others:**            **30 and out**  
**Police/Fire:**      **20 and out**



**Example:**     **35 years old**  
                       **10 years past service**  
                       **\$40,000 salary at retirement**

**Others**

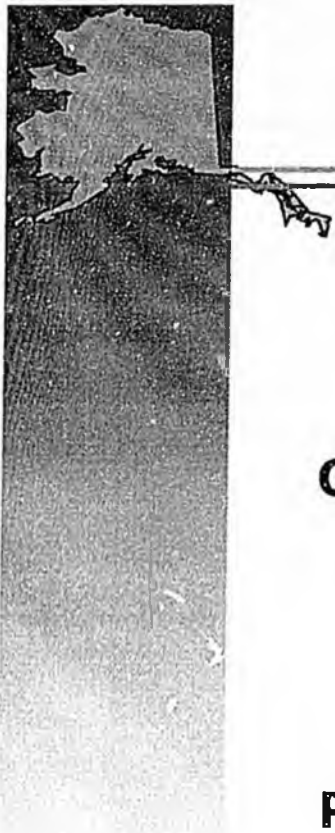


**Police/Fire**



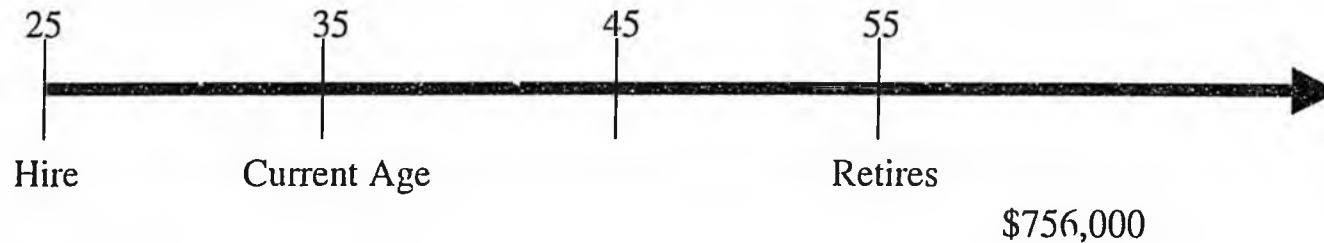
**Annual Benefits:**

<b>Others:</b>	2% for first 10 years 2.25% for next 10 years 2.5% thereafter	} →	67.5% after 30 years
<b>Police:</b>	2% for first 10 years 2.5% thereafter	} →	45% after 20 years

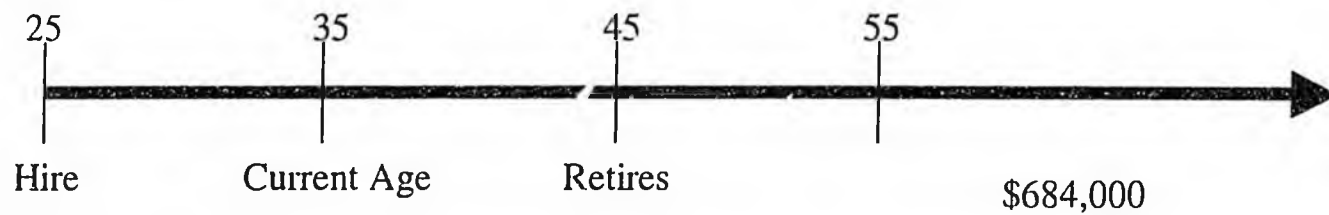


**Example: 35 years old  
10 years past service  
\$40,000 salary at retirement**

**Others**



**Police/Fire**

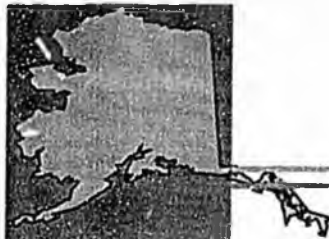


**Life Expectancies:**

At age 55, about 28 more years  
At age 45, about 38 more years

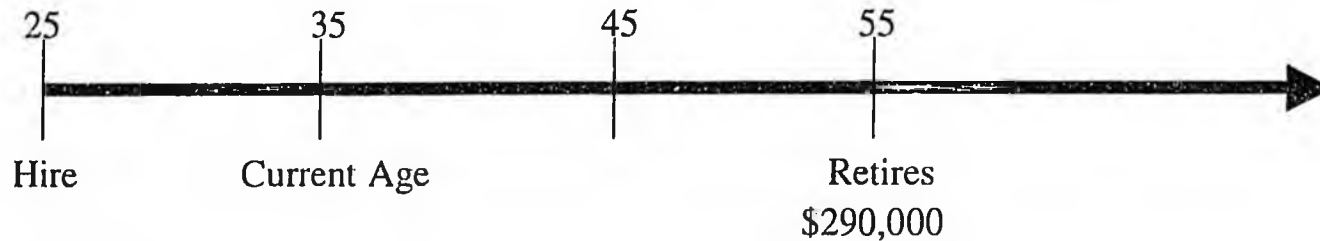
$$\$27,000 \times 28 = \$756,000$$

$$\$18,000 \times 38 = \$684,000$$



**Example: 35 years old  
10 years past service  
\$40,000 salary at retirement**

**Others**



**Police/Fire**



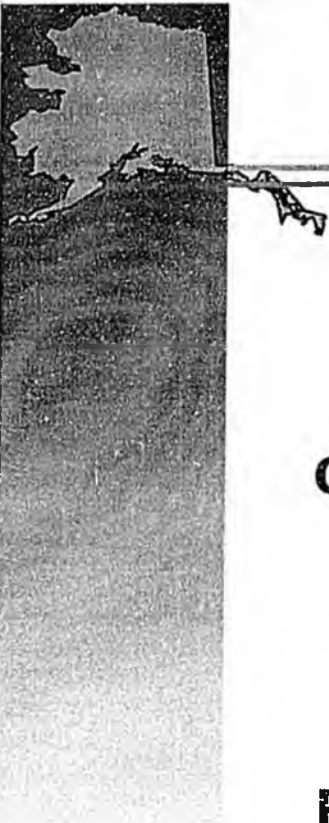
**Factor in interest to get value at retirement:**

At age 55, divide by 2.62

$$\$756,000 / 2.62 = \$290,000$$

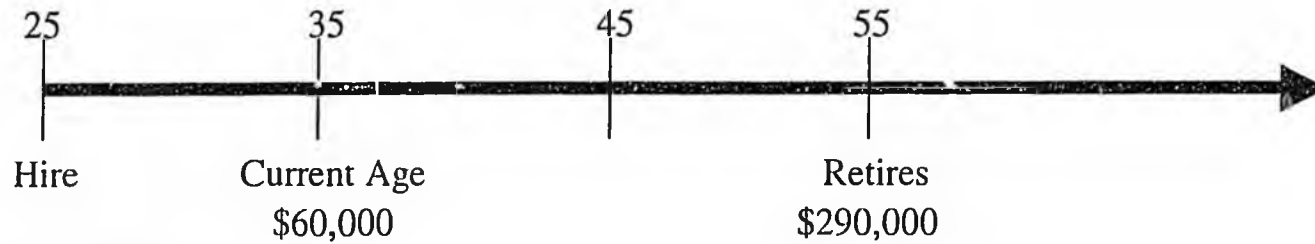
At age 45, divide by 3.26

$$\$684,000 / 3.26 = \$210,000$$

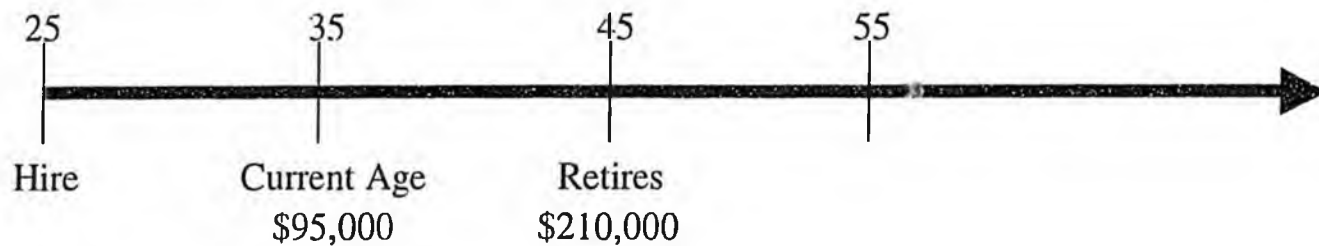


**Example: 35 years old  
10 years past service  
\$40,000 salary at retirement**

**Others**



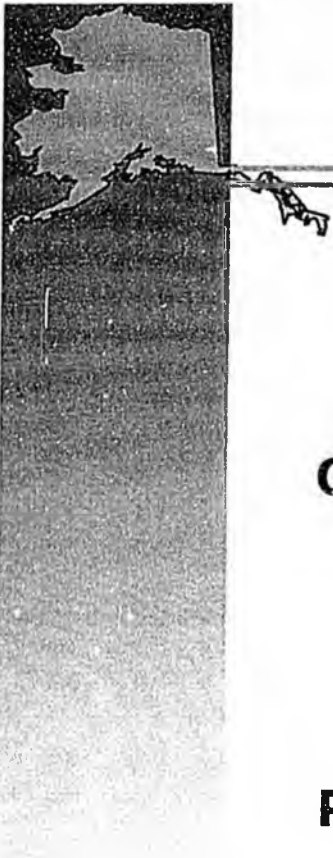
**Police/Fire**



**What do you have to invest now? (At 8.25%)**

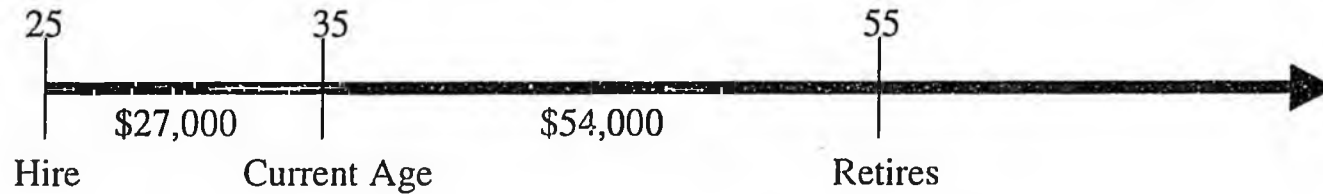
20-year interest factor is 4.83  
10-year interest factor is 2.21

$\$290,000 / 4.83 = \$60,000$   
 $\$210,000 / 2.21 = \$95,000$

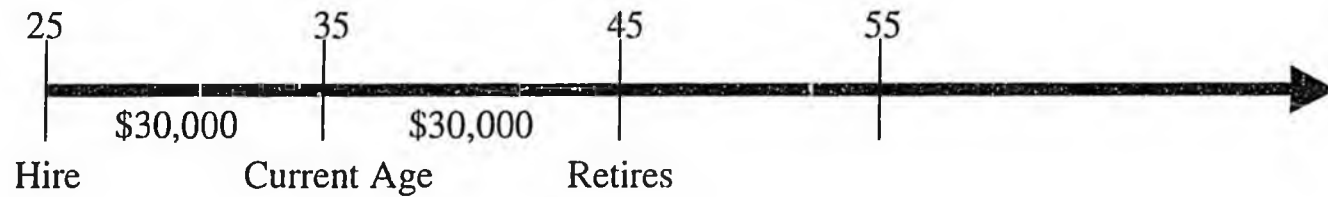


**Example: 35 years old  
10 years past service  
\$40,000 salary at retirement**

**Others**



**Police/Fire**



**How much does the employee contribute?**

Values at current age, taking interest into account.

	<u>Past</u>	<u>Future</u>	
Others (6.75%)	\$42,800	\$28,200	<i>Others is \$1,900 more</i>
Police/Fire (7.5%)	\$47,600	\$21,500	