

Leg. Finance - Finance Comte Files (1971-72) 8879
HB 224 cont., 226

DEPARTMENT OF HEALTH AND WELFARE

POSITION PAPER ON HOUSE BILL 224

The Department of Health and Welfare has reviewed Committee Substitute for House Bill 224 and supports the concept of providing legislation which would stimulate local planning for the delivery of social services at the local level.

There is some question concerning the relationship between grants which would be awarded under Article 1 of the Bill and the purchase of services from local corporations by the Department. Section 47.41.010(a)(2) provides for grants to meet the cost of first-year operations while (3) provides for grants to meet continuing costs of providing selected services.

In Article 2, Section 47.41.040(b) there are provisions for the purchase of services under the provisions of AS 47.40. This statute provides that when the Department purchases services for persons for whom the State has assumed responsibility it shall pay all expenses related directly to the full cost of services. The items listed in the statute which may be excluded from the full cost determination do not suggest the exclusion of the grants contemplated by House Bill 224. It is not considered that it is intended that this legislation provide on the one hand grants to meet the cost of first-year operation and/or grants for continuing costs of operation while on the other hand requiring purchase of services by the State based upon the full cost concept outlined in AS 47.40.

This Department would suggest that Section 47.41.040(b) be amended by adding language substantially as follows:

"except that full cost of services determined under 47.40.040 shall be reduced by an amount equal to the total amount of grants awarded under 47.41.010(2) and (3) for the year or years that the grant is effective."

It is understood that no attempt will be made to fund this legislation during this session; therefore, a fiscal note is not appropriate. If the legislation is enacted, a realistic cost appraisal could be developed for consideration in the next session, based upon planning and grant proposals which are developed in the coming year.

(Jim McLain:)

HB 224 - Working on now -
Will be over on Tuesday 5/2

STATE OF ALASKA

WILLIAM A. EGAN, Governor

DEPARTMENT OF HEALTH AND WELFARE

OFFICE OF THE COMMISSIONER

POUCH H-- JUNEAU 99801

MEMORANDUM

TO: The Honorable George Hohman
Chairman House Finance Committee

FROM: James F. McClain
Administrative Officer
Office of the Commissioner
Department of Health and Welfare

SUBJECT: Position Paper re CSHB 224

DATE: April 8, 1971

Pursuant to your request, attached is the Department Position Paper pertaining to CSHB 224. Also, attached is a copy of the Catalogue of Functional or Program Service Categories which is referred to in the Bill and contains a description of the services listed.

*1 copy -
office file*

JFM/be
Attachments

STATE OF ALASKA

THE LEGISLATURE

BUDGET AND AUDIT COMMITTEE

AUDIT DIVISION
POUCH W — ALASKA OFFICE BUILDING

FINANCE DIVISION
POUCH WF — STATE CAPITOL

JUHEAU 99801

MEMORANDUM

TO: James McClain
Administrative Officer
Health & Social Services

DATE: April 24, 1972

FROM: LEGISLATIVE FINANCE
ROOM 407
CAPITOL BUILDING

SUBJ: FISCAL NOTE REQUEST

PLEASE COMPLETE THE ATTACHED FISCAL NOTE FOR
AND RETURN IT TO OUR OFFICE BY 4/27/72.

CSHB 224

IN ADDITION TO THE GENERAL INSTRUCTIONS REGARDING FISCAL
NOTE PREPARATION (REFERENCE OUR MEMO OF _____),
PLEASE OBSERVE THE FOLLOWING:

1. Briefly outline the tentative administrative regulations, procedures, and estimated costs (through five years) based upon Sec. 47-41-060-080.
2. Furnish a listing of probable grantees and amount of grant awards for the next five years.
3. Additional comments and recommendations are requested.

TIMELY RETURN OF THIS INFORMATION IS REQUESTED. HOWEVER,
IF ADDITIONAL PREPARATION TIME IS REQUIRED, NOTIFY OUR OFFICE
AS SOON AS POSSIBLE IN ORDER THAT DISCUSSION OF THE PROPOSED LEG-
ISLATION MAY BE RESCHEDULED TO A LATER DATE.

ATTACHMENTS: (1) FISCAL NOTE
(2) COPY OF BILL VERSION

CC: BUDGET & MANAGEMENT

CSHB 224

CATALOGUE OF FUNCTIONAL
OR
PROGRAM SERVICE CATEGORIES

September 1968

United Community Funds and Councils of America

345 East 46 Street New York, N. Y. 10017

FOREWORD

This Catalogue has been prepared to assist in the implementation of "Standards of Accounting and Financial Reporting for Voluntary Health and Welfare Organizations." Multiple efforts by national agencies, local United Funds, Councils and agencies to develop the program service or functional categories required for year-end reporting would result in much confusion. It is also apparent that there is no authoritative source from which a universally acceptable list of categories could be obtained.

Much of the value of the "Standards" will depend on the widespread use of a limited number of program service categories by agencies, United Funds and Councils. Otherwise, interagency and intercommunity comparisons would be impossible and opportunities for administrators, researchers and others to base their studies of voluntary health and welfare services on facts generated by use of the "Standards" would not be practical.

Recognizing that the whole field of voluntary health and welfare is in the beginning stages of developing program service categories, UCFCA has prepared this Catalogue, knowing full well that further refinement and rethinking of the program service functions listed will be an essential part of the implementation of the "Standards" in future years.

The Catalogue begins with very broad yet definitive categories and moves from these to more restricted sub-categories. It stops short of very narrow definitions in recognition of the fact that the various organizations will wish to make further sub-divisions that more precisely fit their service programs.

The "Catalogue of Functional or Program Service Categories" was developed so that financial reporting systems could be set up in varying levels of detail. The following outline spells out the three levels of reporting which can be utilized:

Level I

1. Program Services
Total of agency's service program
2. Supporting Services
 - a. Management and General
 - b. Fund Raising

Level II

1. Program Services
Reports limited to totals for major categories, such as "Family-Children's Service and General Dependency," "Health Services," etc. Similarly, reports may be limited to sub-fields, such as "Family and Child Welfare Services," "Services for the Aged and Dependent Adults," etc.

2. Supporting Services

- a. Management and General
- b. Fund Raising

Level III

1. Program Services

Reports for service categories such as "Adoption Service," "Group Home Service," "Home Meal Service." (These categories may be broken down by an agency into more detailed service units.)

2. Supporting Services

- a. Management and General
- b. Fund Raising

Users are advised to check all parts of the catalogue, since there may be service categories listed elsewhere than under their own broad field, "Other Services" (Code 5-000), for example, which they would find appropriate to use. It should also be noted that what appears as a service element of some services may constitute an appropriate service category for some agencies; for example, "Friendly Visiting" (Code 5-101).

It should also be recognized that at least at the present stage of development an agency might report expenditures under a given service category, even though it does not provide all of the service elements set forth in the definition.

Preparation of this Catalogue was facilitated because some national agencies have already described program service functions and because of the experience of local Health and Welfare Councils and United Funds. The document "A Conceptual Base for Defining Health and Welfare Services: An Application in Family and Child Welfare," prepared by Robert Elkin on August 15, 1957 for the Child Welfare League of America, the Family Service Association of America and the Travelers Aid Association of America, has proved to be of great assistance. *

Although we stress the tentative nature of the Catalogue, we believe it offers a good starting point in the implementation of the "Standards" and is therefore appropriate for current use.

Obviously, the Catalogue will need to be revised from time to time. Suggestions and criticisms growing out of its use are welcome.

Lyman S. Ford
Executive Director

* Available from any one of the three organizations, all of which are located at 44 East 23rd Street, New York, New York 10010, at \$1.00 each.

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<u>Code</u>	<u>Service</u>
1-000	A. FAMILY-CHILDREN'S SERVICE AND GENERAL DEPENDENCY
1-100	1. Family and Child Welfare Services
1-101	a. Adoption Service
	b. Day Care Service
1-102	(1) Day Care Centers (Day Nurseries)
1-103	(2) Family Day Care Services
1-104	c. Counseling-Youth by Volunteers Under Supervision
1-105	d. Foster Family Care Service
1-106	e. Group Home Service
1-107	f. Institutional Care for Children
1-108	g. Institutional Care for Children-Residential Treatment
1-109	h. Protective Service for Neglected Children
1-110	i. Shelter Care for Children in Emergency
1-111	j. Social Service for Children in Their Own Homes
1-112	k. Social Services for Families, Children and Individuals Under Stress
1-113	l. Social Services for Unmarried Parents
1-114	m. Social Services to Travelers, Newcomers, Migrants and Immigrants
1-200	2. Non-Medical Services to the Handicapped
1-201	a. Employment of the Homebound
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1-203	c. Rehabilitation Service
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1-300	3. Services for the Aged and Dependent Adults
1-301	a. Foster Home Care - Adults
1-302	b. Group Day Care - Aged
1-303	c. Home Meal Service
1-304	d. Institutional Care - Adults
1-305	e. Protective Service - Aged
1-400	4. Other Family and Child Welfare Service
1-401	a. Counseling - Legal
1-402	b. Disaster Service
1-403	c. Emergency Financial and Supplementary Aid
1-404	d. Half-Way House
1-405	e. Homemaker or Housekeeping Services
1-406	f. Shelter Care for Homeless and Transients
1-407	g. Vocational Counseling, Training and Placement

2 000 B. HEALTH SERVICES

- 2-100 1. Hospital Service
 - 2-101 a. Medical Care (Inpatient) - Chronic, Convalescent and Nursing
 - 2-102 b. Medical Care (Inpatient) - General
 - 2-103 c. Medical Care (Inpatient) - Psychiatric
 - 2-104 d. Medical Care (Inpatient) - Rehabilitation
 - 2-105 e. Home Health Service

- 2-200 2. Clinic Service
 - 2-201 a. Medical Care (Outpatient) - Dental
 - 2-202 b. Medical Care (Outpatient) - Emergency
 - 2-203 c. Medical Care (Outpatient) - General
 - 2-204 d. Medical Care (Outpatient) - Psychiatric
 - 2-205 e. Medical Care (Outpatient) - Rehabilitation

- 2-300 3. Other Health Services
 - 2-301 a. Blood Bank
 - 2-302 b. Casefinding
 - 2-303 c. Community Services (Health)
 - 2-304 d. Family Planning Service
 - 2-305 e. Maternal and Child Health Service
 - 2-306 f. Medical Social Service
 - 2-307 g. Patient Services
 - 2-308 h. School Health Service
 - 2-309 i. Medical Supplies and Equipment Service
 - 2-310 j. Visiting Nurse Service

3-000 C. RECREATION, INFORMAL EDUCATION AND GROUP WORK SERVICES

- 3-100 1. Camping
 - 3-101 a. Day Camping
 - 3-102 b. Overnight Camping
 - 3-103 c. Resident Camping

- 3-200 2. Physical Education and Athletics

- 3-300 3. Social Recreation and Cultural Arts

- 3-400 4. Social Rehabilitation - Group

- 3-500 5. Troop Type Service

- 3-600 6. Other
 - 3-601 a. Hosteling
 - 3-602 b. Leisure-Time Service for Military Personnel
 - 3-603 c. Supplementary Educational Service

4-000 D. COMMUNITY ORGANIZATION AND PLANNING

- 4-100 1. Appeal for Financial Support
- 4-200 2. Planning, Coordination and Development of Community Services
- 4-300 3. United Fund-Member Agency Relations

5-000 E. OTHER SERVICES

- 5-100 1. Direct Service to People
 - 5-101 a. Friendly Visiting
 - 5-102 b. Food Service - (Restaurant, Cafeteria)
 - 5-103 c. Information and Referral Service (Separately Organized)
 - 5-104 d. Residence Service
 - 5-105 e. Retirement Preparation
 - 5-106 f. Transportation Service
- 5-200 2. Community Services (All Other)
 - 5-201 a. Consultation to Other Organizations
 - 5-202 b. Intergroup-Relations Service
 - 5-203 c. Professional Education and Training
 - 5-204 d. Public Education
 - (1) Health Education
 - (2) Family Life Education
 - (3) Other Public Education
 - 5-207 e. Recruitment and Training Professionals
 - 5-208 f. Recruitment and Training - Volunteers and Aides
 - 5-209 g. Research
 - 5-210 h. Social Service Exchange (Separately Organized)
- 5-300 3. Supporting Services
 - 5-301 a. Management and General
 - 5-302 b. Fund Raising

1-000 FAMILY-CHILDREN'S SERVICES AND GENERAL DEPENDENCY

1-100 FAMILY AND CHILD WELFARE SERVICES

1-101 Adoption Service

To provide children with a permanent home under new legal parentage, with the same mutual rights and responsibilities as exist in natural parent-child relationships. Service elements include: (1) study and evaluation of the child and his needs, and arrangements for care of child prior to adoptive placement; (2) adoptive home recruitment, study, and selection; (3) placement and supervision until adoption is legally consummated; (4) post-adoption activities, (including parent group meetings and counseling about adoption-related problems); (5) foster family homefinding and development, for interim care prior to adoption.

Day Care Service

To provide protection, care, and developmental experiences, in a group facility or in family day care homes, for children of pre-school and school age, usually living in their own homes, whose parents need help in making child care arrangements for part of the day when they are at work or away from the home for other reasons, and for children with special needs (e.g., disadvantaged, mentally retarded, emotionally disturbed children). Service elements include: (1) exploration to determine most suitable arrangements for the child and parents; (2) work in behalf of or directly with children in day care (including provision of facilities and the essentials of daily living, as required); a daily program of care and educational activities; health supervision; transportation; work with family day care mothers; (3) work with parents, to help them make best use of day care and to cope with problems in child development and rearing; (4) family day care home recruitment, homefinding, and development (and licensing). Day Care Services should be reported as Day Care Centers or as Family Day Care Services as follows:

1-102 Day Care Centers (Day Nurseries) - see "Day Care Service" for definition

1-103 Family Day Care Services - see "Day Care Service" for definition

1-104 Counseling - Youth by Volunteers Under Supervision

To supplement inadequate or absent parental figures so that youth have an opportunity for normal youth-adult relationships. Activities include study of the needs of the youth; selection and training of appropriate volunteers; individualized advice and assistance to youth in need of guidance and friendship of adults; establishment and maintenance, by volunteers under professional supervision, of a therapeutically influential relationship with youth who have only one parent or whose parents

do not meet the need for positive adult relationships; counseling by volunteers under supervision, of the families from which the youth are accepted; youth-adult attendance at sports and entertainment events, etc.

1-105 Foster Family Care Service

To provide care for a temporary, or extended period in an agency supervised home, together with treatment of problems of child and parents, for children whose parents are unable to care for them adequately because of social, emotional, or health problems of child and/or parents, and who can benefit by family life experiences. Service elements include: (1) exploration to determine appropriate service, development of a plan for service, and preparation for placement; (2) work in behalf of or directly with children during placement (including provision of the essentials of daily living, such as shelter, meals, clothing, arrangements for education, recreation, religion, medical-dental care; child care, e.g. service payments to foster parents; social work and other treatment services, such as psychiatry, psychology, special education); (3) work with parents while child is in placement; (4) post-placement activities during readjustment period; (5) foster family home recruitment, study, and development.

1-106 Group Home Service

To provide care and treatment in an agency owned or operated facility that assures continuity of care and opportunity for community experiences, in combination with a planned group living program and specialized services, for small groups of children and youths whose parents cannot care for them adequately and who, because of their age, problems, or stage of treatment can benefit by such a program. Service elements include: (1) exploration to determine appropriate service, development of a plan for service, and preparation for placement; (2) work in behalf of or directly with children and youths during placement (including provision of facilities and the essentials of daily living, such as meals, clothing, arrangements for education, recreation, religion, medical-dental care; child care supervision; social work, psychiatry, psychology; special education, vocational and employment counseling); (3) work with parents while child is in placement; (4) post-placement activities during readjustment period.

1-107 Institutional Care for Children

To provide care and treatment for children who have behavior or emotional problems and/or parents unable to care for them adequately, and who require separation from their own homes and a group living experience. Service elements include (1) exploration to determine appropriate service, development of a plan for service, and preparation for placement; (2) work in behalf of or directly with children and youth during placement (including provision of group living facilities and the essentials of daily living, such as meals, clothing, arrangements for

education, recreation, religion, medical-dental care; child care supervision); (3) direct provision of or referral for social work, psychiatry, psychology, special education for some of the children on a selective basis, as needed; (4) work with parents while child is in placement; (5) post-placement activities during readjustment period.

(NOTE: This category includes at least two different services: "Institutional Care for Children"; and "Institutional Care for Children - Treatment Oriented." The activities in the service element work in behalf of or directly with children and youth during placement are essential to all services. The treatment oriented institution can be identified by provision of all the other service elements at level's adequate to meet the needs of children with behavior or emotional problems.)

1-103 Institutional Care for Children - Residential Treatment

To provide treatment in a group care therapeutic environment which integrates daily group living, remedial education, and treatment services on the basis of an individualized plan for each child, exclusively for children with severe emotional disturbances, whose parents cannot cope with them and who cannot be effectively treated in their own homes, in another family, or in other less intensive treatment oriented child care facilities. Service elements include: (1) study and diagnosis to determine appropriate service and to develop a treatment plan for each child; (2) work in behalf of or directly with children and youth in a therapeutic milieu during placement (including provision of group living facilities and the essentials of daily living, such as meals, clothing, arrangements for education, recreation, religion, medical-dental care, and child care supervision); (3) provision of treatment services as needed by each child (social work, psychiatry, psychology, remedial education); (4) work with parents while child is in placement; (5) post-placement activities during readjustment period.

1-109 Protective Service for Neglected Children

To protect children who are reported to be abused, exploited, or otherwise neglected, against experiences and conditions detrimental to their well-being and to ensure that they receive care in their own homes that at least meets minimum community standards, or appropriate substitute care, in accordance with the authority delegated to the agency. Service elements include: (1) acceptance and study of reports of neglect to ascertain whether the situation and condition of child warrant community intervention; (2) work with parents to enable them to accept help and to correct conditions injurious to the child; (3) work in behalf of or directly with child (including contacts with schools, health services, and other community resources); (4) initiation of court action or other activities to obtain suitable care for child in or out of his own home.

1-110 Shelter Care for Children in Emergency

To provide temporary care and protection in foster families, subsidized group homes, or group care facilities, until a satisfactory plan can be made, for children whose parents are unable to care for them and who must be removed from their homes because of some emergency or crisis in the family, including neglect. Service elements include: (1) exploration to determine appropriate service and development of a plan for service; (2) work in behalf of or directly with children during placement (including provision of facilities and the essentials of daily living, such as meals, clothing, arrangements for education, recreation, religion, medical-dental care); child care supervision; and social work; (3) work with parent(s) while child is in placement; (4) referral to and mobilization of appropriate resources.

1-111 Social Service for Children in Their Own Homes

To treat problems in care, development, and social functioning of children and youth, to prevent family or community situations from becoming harmful to a child's well-being, and to promote healthy child development for children living in their own families when their parent(s) are having difficulty in fulfilling their role as parents and/or children are currently or potentially at risk. Service elements include: (1) identification of problem by parent or child, or through referral, exploration to determine willingness and ability of parent(s) to use the service, and development of a plan for service; (2) work with the parent(s) including casework, group work, advice, teaching, parent group education; (3) direct work with the child (including casework, group work); (4) mobilization, coordination and the development of other professional services and community resources for child and parents, and help in obtaining and using them.

(NOTE: This category is intended for agencies providing only child welfare services. Other agencies should use "Social Services for Families, Children, and Individuals Under Stress." (Code #1-112)

1-112 Social Services for Families, Children, and Individuals Under Stress

To assist families, family members (including children) and individuals living alone in meeting and overcoming problems in personality adjustment, marital relations, parent-child relations, child care and development, social deprivation, and situational stress. Service elements include: (1) casework counseling (including use of individual, joint, and family group interviews and group treatment sessions); (2) emergency financial assistance; (3) friendly visiting; (4) supplemental services by case aides and others (such as facilitating use of medical care); (5) purchased services; (6) other specialized elements (such as money management services).

(NOTE: This category is to be used for "Social Service for Children in Their Own Homes" (Code #1-111) when provided by family agencies or combined family and children's agencies.)

1-113 Social Services for Unmarried Parents

To secure the well-being and protect the rights of unmarried parents and the child born out of wedlock. Service elements include: (1) casework counseling; (2) arrangements for medical care and hospitalization; (3) financial assistance; (4) maternity home care; (5) foster family care; (6) other specialized elements (such as vocational guidance and continuing education).

1-114 Social Services to Travelers, Newcomers, Migrants, and Immigrants

To help families and individuals in meeting personal and social problems related to travel, to moving or relocation from one community to another. Service elements include: (1) casework counseling; (2) information services (related to social problems as well as travel planning); (3) services to facilitate travel by elderly, handicapped or inexperienced travelers and children; (4) emergency financial assistance; (5) training and supervision of volunteers; (6) specialized services (such as services for migratory workers).

1-200 NON-MEDICAL SERVICES TO THE HANDICAPPED

1-201 Employment of the Homebound

To provide income and to promote social adjustment for those whose physical disabilities or age prevents them from leaving home through the provision of work in the home. Activities include vocational testing, counseling and training and provision of suitable remunerative work in the home.

1-202 Institutional Care - Mentally Retarded

To furnish proper and adequate custodial care for the mentally retarded who cannot be otherwise provided for, and to offer education and training for those who have capabilities for return to the community. Activities include custodial care; educational and vocational training; recreation, medical, psychological and social services. The ultimate aim is to enable these persons to return to community life whenever possible.

1-203 Rehabilitation Service

To assist the disabled individual, to achieve his greatest physical, mental, emotional, social, vocational and economic usefulness. Activities are usually worked out on the basis of a medical diagnosis but are not provided under medical supervision. Includes physical therapy; occupational therapy; special therapy (corrective, diversional, recreational); speech and hearing therapy; family and individual counseling; vocational counseling and training. Rehabilitation programs under medical supervision are included in Medical Care (see Code 2-104), (inpatient) -- Rehabilitation or (Code 2-205) Medical Care (Outpatient) -- Rehabilitation.

1-204 Sheltered Employment

To provide a controlled and protected working environment and employment activities with individualized goals, which utilize work experience and related services for assisting the handicapped person to progress towards normal living and a productive vocational status. The vocational objective may be competitive employment if the potential exists, or long-stay employment with the workshop if competitive employment is not feasible. Activities include diagnostic evaluation and testing; controlled and supervised working experience for training, work adjustment or employment in conjunction with other services such as counseling and group therapy; assessment of progress, referral and follow-up. For the most part these services are on a long-term basis for handicapped and/or aged persons who are not employable in normal industry and on a short-term basis for ex-convicts, alcoholics and other socially maladjusted persons who need a job during adjustment to the community.

1-300 SERVICES FOR THE AGED AND DEPENDENT ADULTS

1-301 Foster Home Care - Adults

To provide a wholesome family atmosphere for the mental and physical care of adults (except unmarried mothers) in a substitute family setting thus avoiding institutional placement when it is not appropriate to the physical, mental or social needs of the person. Activities include recruitment, study and selection of foster homes; placement of adults in foster homes; supportive casework services throughout the placement procedure and the period of adjustment between the individual and the substitute family. Includes foster home care to adults accompanied by children.

1-302 Group Day Care - Aged

To meet the physical and mental health needs of the older person when his family relationships or living arrangements fail to provide suitable social and emotional outlets, and to conserve the personality of older persons through the promotion of social relationships, emotional stability, and creative growth; and to help prevent the isolation and loneliness of older persons. Activities include group day time care under agency supervision; creative and leisure time programs; nursing, counseling, physical and occupational therapy and meal services.

1-303 Home Meal Service

To enable aged or disabled persons to remain in their own homes through the provision of meals on a daily or less frequent basis. Activities include the determination of nutritional needs and/or consultation regarding dietary problems; preparation and delivery of food.

1-304 Institutional Care - Adults

To protect the personal welfare, promote social adjustment, and maintain and improve the physical status and functioning of the aged and the chronically ill through the provision of long term care for those no longer able to maintain independent living arrangements because of physical and/or emotional disabilities. Activities include room and board in a congregate setting; nursing services (professional or practical) under medical supervision; physical and occupational therapy; family and individual counseling; recreational activities; religious services; rehabilitation services; informal education. This service differs from item 2-101 (Medical Care (Inpatient) - Chronic, Convalescent and Nursing) in that the amount of medical treatment available is less intensive and the emphasis is on continuing care rather than on rehabilitation and return to the community.

1-305 Protective Service - Aged

To protect the civil rights and personal welfare of older persons from neglect and/or exploitation by relatives, the aged individual himself and others. Activities include counseling to aged persons or their families; legal aid; investigation of report of neglect or abuse of aged persons; submission of petitions to court on behalf of allegedly abused or neglected aged persons; participation in court hearings; arrangements for appropriate guardianship as necessary. This service may also include removal of the aged person from his residence and placement in an appropriate resource under continued supervision.

1-400 OTHER - FAMILY AND CHILD WELFARE SERVICE

1-401 Counseling - Legal

To assist in the protecting of the legal rights of persons unable to pay full cost of legal advice and services. Activities include investigation of financial capacity of applicant; determination of the legal and social facts in the case; representation of the client or clients in court; conciliation of disputes to avoid court action; legal counseling and advising clients of their rights; drawing legal documents; consultation to community agencies on legal problems of their clients

1-402 Disaster Service

To provide relief from suffering caused by disaster in which one or more families are involved and to devise and carry on means of preventing disaster. Activities include maintenance of appropriate preparedness measures to meet community needs in event of natural disaster; provision, on an emergency basis, of food, clothing, bedding, shelter, medical care and information to relatives of survivors; rebuilding and re-furnishing homes of victims of disaster; cooperation among voluntary and governmental agencies to whom various responsibilities have been assigned by law or ordinances.

1-403 Emergency Financial and Supplementary Aid

To provide additional income or goods, usually on an emergency basis, to persons who may be employed or have sources of income which are not entirely sufficient for their needs such as short term assistance for those whose applications for financial assistance from a public agency have not been initiated or processed. Includes provision of cash grants, loans, food, clothing, fuel, dental or medical services and appliances, camp fees, etc., to or on behalf of families and individuals.

1-404 Half-Way House

To facilitate the rehabilitation and adjustment of discharged mental patients or prisoners, alcoholics, drug addicts or other persons with special problems for their return to the community. Activities include the provision of group congregate living facilities under supervision and orientation to normal living and eventual adjustment to the community.

1-405 Homemaker or Housekeeping Services

To prevent family disruption through helping to maintain normal family functioning in times of temporary stress precipitated by absence or illness of the regular homemaker. Activities include the provision of selected and trained women who go into such homes as substitute homemakers; assumption of responsibility for household management, menu planning, budgeting, child care, etc.

1-406 Shelter Care for Homeless and Transients

To provide minimum necessities of life on a limited, short-term basis for individuals and families during periods of dislocation or emergency pending formulation of longer term planning. Activities include providing the physical care required, including shelter, food, necessary medical and clothing needs, directly or by referral to appropriate agency; planning for more permanent solution to the problem, including contact with community resources for housing and employment and in the case of transients, out-of-community resources.

1-407 Vocational Counseling, Training and Placement

To provide necessary training and to place persons in employment suitable to their capability and capacity. Activities include provision of a series of work appraisal and adjustment procedures, including counseling and guidance, diagnostic and psychological testing and physical examinations; determination of the area in which the individual will function most productively; training in the skills required for the chosen occupational area; provision of tools and appliances when needed; assistance in securing employment through counseling and job placement services including job solicitation, interpretation to employers, follow-up and career planning. Does not include vocational counseling, training, and placement activities for the handicapped.

2-000

HEALTH SERVICES

2-100 HOSPITAL SERVICE

2-101 Medical Care (Inpatient) - Chronic, Convalescent and Nursing

To provide medical care and facilities as required in medical treatment of patients admitted for an indefinite stay and requiring prolonged care of less intensity than acute care and to promote rehabilitation to a normal way of life. Activities include diagnosis and treatment of persons who suffer from diseases, disabilities and abnormalities. Provides a complex of medical, nursing, and other professional services, along with food and shelter. Treatment services differ according to the individual patient and his illness which may include such conditions as tuberculosis, heart conditions, strokes, mental illness and cancer.

2-102 Medical Care (Inpatient) - General

To provide intensive care and supervision for patients undergoing medical diagnosis or treatment for a relatively short and usually predictable period of time. Activities include nursing, laboratory tests, x-rays, drugs, anesthesia, operating rooms, and bed care. Specialized facilities may be provided for obstetrical, pediatric, surgical or gynecological, or other needs.

2-103 Medical Care (Inpatient) - Psychiatric

To treat mentally ill individuals so that they can be returned to a normal way of life. Assists patients and their families to accept limitations imposed by illness. Activities include services provided under medical supervision by psychiatrists, psychiatric social workers, psychologists, psychiatric nurses, etc. Includes cooperation with community agencies and referral following discharge where indicated. May include follow-up treatment after discharge aimed at post-hospital social adjustment of patients.

2-104 Medical Care (Inpatient) - Rehabilitation

To promote the return to active life of physically handicapped patients who have been identified as able to benefit from such services. Activities, all under medical supervision, include diagnosis, treatment, and education of persons who suffer physical disabilities; medical, nursing and medical social services; psychiatric and/or psychological, occupational, physical and speech therapy; vocational and individual counseling.

2-105 Home Health Service

To restore to best possible health those who are ill but can be cared for at home rather than in a hospital or nursing home. Extension of basic

hospital services into the home; nursing care; physical therapy; home health aid services; dietary counseling; speech therapy; occupational therapy; instructions to families for interim care of patients; social work and health counseling and referral.

2-200 CLINIC SERVICE

2-201 Medical Care (Outpatient) - Dental

To correct dental deficiencies of, and to bring up to full dental health, those persons who would not ordinarily receive such care because of restricted financial ability. Activities include dental examination; repair of dental defects; dental hygiene; dental health education.

2-202 Medical Care (Outpatient) - Emergency

To provide quick medical, diagnostic and treatment services to meet an immediate crisis and to take care of medical condition until regular follow-up services can be obtained. Activities include maintenance of emergency room facilities in hospital or clinic, with operating equipment; medical and nursing personnel in attendance on a 24-hour basis.

2-203 Medical Care (Outpatient) - General

To improve the physical health of individuals through diagnosis and treatment of diseases, injuries and disabilities which are amenable to medical and/or surgical intervention without requiring assignment of the individual to a hospital bed for overnight care. Activities include the maintenance of out-patient facilities staffed with medical and nursing personnel which are appropriate to the disease, injury or disability being treated including for example, alcoholism, anti-rabic, arthritis and rheumatism, cancer, cardiac, diabetes, ear, nose and throat, eye, gynecological, neurological, pediatric, x-ray and surgical clinics.

2-204 Medical Care (Outpatient) - Psychiatric

To diagnose and/or treat, under medical supervision, emotionally disturbed or mentally ill children and adults, where overnight care is not required. Activities include psychiatric diagnosis and/or treatment; psychological testing; social casework; group therapy. Includes child guidance clinics.

2-205 Medical Care (Outpatient) - Rehabilitation

To return the individual, disabled by accident, disease or impairment, to his greatest physical, mental, emotional, social, vocational and economic usefulness in outpatient facilities staffed with medical and ancillary staff appropriate to the disabling condition. Activities include

education and training, rehabilitation, counseling services, and vocational, occupational, physical and speech therapy, all under medical supervision.

2-300 OTHER HEALTH SERVICES

2-301 Blood Bank

To provide the blood supply for all patients in need of transfusion; the organization and operation of an emergency service in the event of a natural or manmade local or national disaster. Activities include solicitation of blood donors; collection of blood donors; distribution of blood and specialized blood products; consultation with area physicians and laboratories on transfusion problems.

2-302 Casefinding

The location of individuals having a particular disease or disability (physical or mental) so that they may be brought under care or treatment. Activities include mass surveys; periodic physical examinations; multiphasic health screening of apparently well individuals and the referral of such persons should disease or medical problems be detected; compulsory reporting of certain diseases.

2-303 Community Services (Health)

Activities such as the detection of disease or health problems, planning and improving community health practices, supporting clinics or other public health facilities, conducting rehabilitation and similar-type programs plus all other costs or expenses incurred in performing functions which directly or indirectly accrue to the community's benefit. Expense reported under this general heading may contain expenditures that might also be categorized under "Planning, Coordination and Development of Community Services" (Code 4-200).

2-304 Family Planning Service

To provide information on human reproduction for individuals and families with physical and social problems in this area. Activities include counseling, medical advice and referral on child spacing, fertility, sterility and biological aspects of marriage.

2-305 Maternal and Child Health Service

To reduce mortality and disability associated with child bearing and with various childhood diseases, and to promote health of mothers and young children. Activities include periodic health examinations and diagnosis; referral for treatment; immunizations; health education and counseling; instruction in and supervision of care at home. Refers to separately organized programs, rather than special departments of general outpatient medical care facilities.

2-306 Medical Social Service

To enhance the acceptance of treatment and carrying out of medical recommendations; to assist in patient and family adjustment to illness or to chronic disabling condition; to assist patients in planning and carrying out a realistic rehabilitation program. Activities include working directly with the patient or his family in a hospital, clinic or agency, to help the patient accept and/or adjust to his condition; counseling with the family; arranging for satisfactory housing conditions and contacts with other agencies in behalf of patient or family.

2-307 Patient Services

Activities performed or programs conducted for the purpose of providing physical, emotional and other assistance to individuals who are afflicted with a disease or health impairment; the furnishing of medical care, hospitalization, equipment, drugs and other tangible items to those in need plus all other costs or expenses incurred as a result of assisting individuals during periods in which they are bed-ridden or physically incapacitated. Expense reported under this general heading may contain expenditures that might be categorized under other more specific headings such as Medical Care (Code 2-102) (Inpatient) General; Medical Care (Outpatient) Rehabilitation, (Code 2-302); Medical Supplies and equipment, (Code 2-309).

2-308 School Health Service

To provide services so that pupils, their families and the school staff will be helped to understand and achieve and maintain optimum health. Activities under medical supervision of school nurses include health maintenance, prevention of disease, accident prevention, emergency care, physical examination and follow-up findings.

2-309 Medical Supplies and Equipment Service

Loan, rental or gift of medical appliances (beds, feeding tables, toiletting equipment, etc.), prosthetic devices and drugs to those financially unable to obtain them through commercial outlets.

2-310 Visiting Nurse Service

To maintain and promote good health in individuals and families through nursing services. Activities include part-time nursing care, under medical supervision, of the ill and disabled in their home; instruction and guidance in health maintenance; instructions to families for interim care of patients; consultation with physical and occupational therapists; case-finding.

3-000 RECREATION, INFORMAL EDUCATION AND GROUP WORK SERVICES

3-100 CAMPING

Provides a creative educational experience in cooperative group living in the out-of-doors utilizing the resources of natural surroundings to contribute significantly to mental, physical, social and spiritual growth. May be provided to children or youth, the agency, families, the handicapped or other special groups. Activities, under supervision of trained leadership, include camperaft; swimming; nature lore and conservation; outdoor and indoor recreational, athletic and group social programs; provision of meals and shelter. Report under Codes; 3-101, 3-102 and 3-103.

3-101 Day Camping

The provision of some combination of the above activities in a camp-like setting where the participants are transported to and from the site each day. Does not include so-called day camps operated on agency premises in the city.

3-102 Overnight Camping

The provision of some combination of the above activities where the participants remain overnight at the camp for not more than two nights.

3-103 Resident Camping

The provision of some combination of the above activities where the participants remain overnight at the camp for more than two nights.

3-200 PHYSICAL EDUCATION AND ATHLETICS

To provide for the development and maintenance of physical skills and stamina, good physical condition, sound social attitudes and group relationships, and good citizenship and sportsmanship. Activities include provision of physical facilities, indoor and outdoor, suitable for sports and exercise; supervision by trained staff of games, practice and team play; encouragement and guidance of progress in athletics and skill in sports; ancillary preventive or curative medical and dental programs; consultations with doctors, hospitals, other community health agencies and parents; general health and safety programs.

3-300 SOCIAL RECREATION AND CULTURAL ARTS

To provide for sound personality development, learning of social skills and self-expression in groups, development of cultural and artistic abilities, and eliciting leadership potentialities. Activities include

supervised group programs and experiences; informal educational classes and group instruction in special interests, arts, crafts, music, drama, etc.; game room and leisure-time activities; cultivation of hobbies and interests.

3-400 SOCIAL REHABILITATION - GROUP

To provide for the redirection of energies toward positive social goals, raising of levels of aspiration, reduction of maladaptive behavior patterns, and healthier expression and fulfillment of individual and group potentialities. Includes provision of positive ego-models through the use of trained leadership in direct contact with groups in need of rehabilitative influences; encouragement of constructive group activity and democratic values; use of role-playing, individual and group counseling, and other therapeutic techniques; planned and selected use of social controls and setting of limits on negative behavior patterns; street gang work with detached workers.

3-500 TROOP TYPE SERVICE

Provides for the social development of children along with character building and the inculcation of democratic values in troops and special events beyond troops. Activities include staff and other assistance in recruitment and training of volunteers, the organization of troops and troop programs and carrying out troop activities within local and national framework; a wide range of group activities and learning experiences for children and youth, stressing citizenship training.

3-600 OTHER

3-601 Hosteling

To help individuals obtain a greater understanding of the world and its people by traveling under one's own power, that is, by hiking, bicycling, skiing and canoeing. Activities include inexpensive trips, participating in outdoor activities and using simple overnight accommodations known as hostels, which are under the supervision of resident houseparents.

3-602 Leisure-Time Service for Military Personnel

To provide wholesome recreation for service men and women away from home. Activities include providing recreation facilities and information about leisure-time opportunities in the community for service personnel stationed in or near the community, or visiting the community; entertainment, personal services.

3-603 Supplementary Educational Service

To provide for the cultural and educational enrichment of individuals in society to the extent that their capacities permit; lifting levels of aspiration and achievement; development of higher standards of literacy and educational qualifications within all segments of the community; fulfillment of optimum potentialities of each individual; reducing and preventing school drop-outs. Activities include literacy and other basic education classes; tutoring programs; maintaining close liaison with schools, business and neighborhood organizations in the development of cooperative programs to minimize school drop-outs; screening, evaluation, referral and follow-up contacts.

4-000 COMMUNITY ORGANIZATION AND PLANNING

4-100 APPEAL FOR FINANCIAL SUPPORT

All activities involving the planning, organization, promotion, conduct, and evaluation of the community's united campaign for the financial support of health and welfare services through agencies affiliated with the community's united campaign. This service can be sub-divided for separate reporting of appeal for support of service operations and that for capital support for the benefit of member agencies. Capital support that will benefit only the United Fund should be reported as "fund raising," a supporting service.

4-200 PLANNING, COORDINATION AND DEVELOPMENT OF COMMUNITY SERVICES

All activities involving assistance to agency program and services planning, inter-agency program development and coordination, community health and welfare problem-solving and comprehensive long-range community policy development in relation to health and welfare needs and services. Embraces fact-gathering, analysis and evaluation of changing health and welfare needs and conditions; mobilization of community opinion in behalf of solutions; influencing change in the way agencies attempt to meet community health and welfare needs; stimulating and organizing new programs to deal with unmet needs; redirecting the use of community health and welfare resources and, in general, working to bring about an increasingly efficient and effective matching of community health and welfare needs and services. Involves operation of such devices as a Social Service Exchange or Christmas Clearing Bureau to enable better interagency cooperation and teamwork, and an information and referral service to assist individuals seeking help from health and welfare agencies. Includes such services provided by agencies other than the health and welfare planning council.

4-300 UNITED FUND-MEMBER AGENCY RELATIONS

All activities involving the analysis and review of agency programs, budgets, and financial experience for the purpose of determining their requirements for financial support from the community's united campaign. Embraces both annual and monthly or quarterly agency financial reporting; the development and application of policies governing the use of money raised in the community's united campaign; special activities such as the operation of community-wide job evaluation and salary plans or the administration of a building and equipment repair and replacement program for agencies.

5-000 OTHER SERVICES

5-100 DIRECT SERVICE TO PEOPLE

5-101 Friendly Visiting

To relieve loneliness and maintain contact with the outside world for otherwise isolated people and to provide a friendly, helpful relationship to those in special need of such attention. Activities include visits by a volunteer, under the supervision of an agency worker, to an agency client who because of age or disability needs more personal attention than the agency worker can give; visits may include reading, talking, listening, writing letters, shopping, taking on outings, mending, instruction in handiwork, etc.

5-102 Food Service - (Restaurant, Cafeteria)

Restaurants, cafeterias, canteens and other food services operated by agencies for the conveniences of their clientele.

5-103 Information and Referral Service (Separately Organized)

To assist persons in securing needed services and to disseminate information about social welfare, health or recreation services. Includes maintenance of a registry of community agencies and services; provision of assistance to people in locating the appropriate community resources for their particular needs. Includes information services limited to a specific problem such as alcoholism, mental illness and others. (Does not include information and referral services operated as part of the services reported in Code 4-200.)

5-104 Residence Service

To provide low cost, supervised and semi-protected, residential living arrangements, usually on a non-permanent basis, for individuals coming into the community who are unable or not ready to establish their own

independent household. Activities include room and board sometimes in a dormitory type setting; leisure time recreation and informal education programs; counseling and guidance.

5-105 Retirement Preparation

To encourage older workers to do personal planning for retirement prior to the date of termination of employment and to prevent personal maladjustment in the later years. Activities include counseling service; educational programs; planning of finances, living arrangement, health care and maintenance, and the use of leisure time; maintenance of a file of resources available to older persons; discussion groups. (Planning Councils providing this service should report it under Code 4-200.)

5-106 Transportation Service

To provide transportation for those individuals who are unable to obtain it otherwise. Activities include transporting, under agency direction, persons who are unable to use public transportation because of physical disability, age, special health problems or financial need to clinics, hospitals, recreational events, school, etc.

5-200 COMMUNITY SERVICES (Planning Councils Providing any of the following should include them in Code 4-200)

5-201 Consultation to Other Organizations

To assist other organizations (public and voluntary), individuals and group of individuals to organize, administer and carry out their social service objectives to achieve maximum benefit to the families and individuals who are their concern. Service elements include the provision of administrative and/or professional consultation to the staff and governing board of an organization; the provision of general information and professional consultation to individuals or groups of individuals (such as physicians or ministers).

5-202 Intergroup-Relations Service

To prevent and eliminate discrimination based on race, creed, color or national origin and improve intergroup relations in order to provide an equal opportunity for all persons to enjoy the rights and privileges of American citizenship. Includes organization of human relations conferences and speakers' bureaus; development of programs to eliminate discriminatory practices; investigation of discrimination in public accommodations, employment and housing; provision of information, guidance and consultation on intergroup relations; preparation and distribution of educational material; creation of job opportunities; vocational counseling and training.

5-203 Professional Education and Training

Activities or programs designed to improve the knowledge, skills and critical judgement of physicians, dentists, nurses, social workers and others engaged (directly or indirectly) in health or welfare work by keeping them abreast of new advancements, techniques, etc.; the providing of educational opportunities for those with the interest, aptitude and intelligence to enter the field or undertake scientific investigations; the expanding or improving of education courses in universities; the stimulation of health, welfare and/or scientific careers plus all other costs or expenses incurred as a result of endeavoring to enlarge the number and quality of professional personnel.

Public Education

Programs conducted for the purpose of informing the general public about health and welfare problems or diseases. Includes such activities as the discrimination of facts and information designed to: encourage periodic physical examinations; reduce apathy or indifference towards health or welfare problems; eliminate unwarranted fears or misconceptions. Describes actions to be taken by individuals or groups to prevent or alleviate personal problems or community health and welfare problems. Does not include activities conducted for the purpose of keeping an agency's name before the public or for fund-raising purposes. Includes family life education, health education or public education in any other field.

5-204 Health Education

5-205 Family Life Education

To utilize the educational process to anticipate and prevent family stress and to enrich family and social relationships and the ability to deal with problems of family living. Service elements include: (1) promotion and organization of various patterns of formal and informal, educationally-oriented discussion groups (in single sessions or series) focused on significant aspects of family living; (2) development and utilization of audio-visual aids and other educational techniques; (3) other specialized educational and specialized educational and preventive elements.

5-206 Other Public Education

5-207 Recruitment and Training-Professionals

To increase the quantity and quality of professional man-power resources available to health and welfare agencies. Includes encouraging people to go into the helping professions as a career; speeches and community interpretation; development of scholarship and stipend resources; recruitment of candidates; field work or internship training and supervision of students. Does not apply to recruitment for agency staff or in-service training programs.

5-200 Recruitment and Training--Volunteers and Aides

To make effective use of potential energies and abilities of citizens in all walks of life to serve as volunteers and thereby to man community services more adequately. Includes recruitment, screening, training, placement in agencies, evaluation and follow-up of volunteers and aides; identification and development of positions in agencies for more effective use of volunteers and aides; consultation and training of agencies in the use and recognition of volunteers. Does not include volunteer activity relating primarily to fund raising. Does not include services provided as part of those reported in Code 4-200.

5-209 Research

Awards or grants -in-aid made for the purpose of supporting scientific studies or investigations plus all other costs or expenses incurred as a concomitant of conducting a program in which new knowledge is being sought with the objective of finding cures or alleviations to specific problems.

5-210 Social Service Exchange (Separately Organized)

A centralized, confidential file of families and individuals known to health, welfare, and recreational agencies for use by member agencies; facilitates the sharing of professional information and determines whether an individual is known to other agencies. Activities include the maintenance of a confidential file of families and individuals; provision of case record information to member agencies. (Does not include Social Service Exchange operated as part of the services reported in Code 4-200.)

5-300 SUPPORTING SERVICES

5-301 Management and General

Includes: All activities carried on by the organization not chargeable to any program service or to fund raising. Embraces board and administrative committee activity, executive direction, office management, accounting, pledge collection, personnel procurement, switchboard, central filing, administrative reporting, etc.

5-302 Fund Raising

Includes: All activities that constitute or are an integral and inseparable part of an appeal for financial support. Fund raising efforts may include a wide range of activities such as publicizing fund raising campaign and special events, conducting fund raising campaigns, etc.

Unlike any other health and welfare organization, a United Fund has as a primary reason for its existence the securing of financial support for health and welfare services provided by other organizations than itself. Consequently it should report expenditures for fund raising as a service program (Code 4-100) rather than as a supporting service. It should nevertheless include Fund Raising as a supporting service category in its year end financial report, explaining why no expenditures are recorded under it.

Introduced: 2/26/71
Referred: Health, Welfare &
Education, Local Government and
Finance

BY THE HEALTH, WELFARE
AND EDUCATION COMMITTEE

1 IN THE HOUSE

2 HOUSE BILL NO. 224

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act creating a comprehensive community services
7 program."

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

9 * Section 1. AS 47 is amended by adding a new chapter to read:

10 CHAPTER 41. COMPREHENSIVE COMMUNITY SERVICES PROGRAM.

11 ARTICLE 1. PLAN AND ADMINISTRATION.

12 Sec. 47.41.010. COMMUNITY SERVICE PLAN. (a) The department
13 shall grant financial assistance to local, publicly supported, nonprofit
14 public or private corporations that qualify under this chapter and
15 are approved by the local areawide comprehensive health planning agency,
16 for the purpose of providing any combination of community services,
17 including but not limited to

- 18 (1) comprehensive community mental health centers;
19 (2) day care, family day care, and early childhood education
20 services;
21 (3) family life education;
22 (4) social services to families, children, or individuals
23 under stress, including 24-hour emergency and outreach services;
24 (5) group home services.

25 (b) The department shall grant financial assistance to local area-
26 wide comprehensive health planning agencies for the purpose of developin
27 a comprehensive plan for community services, including but not limited
28 to those specified in (a) of this section.

29 (c) The department may contract with any local, publicly supported

1 nonprofit public or private corporation to provide any other community
2 services including, but not limited to

- 3 (1) income assistance programs;
- 4 (2) food stamps;
- 5 (3) public health services;
- 6 (4) protective services for children;
- 7 (5) placement of children in foster care;
- 8 (6) homemaker services.

9 Sec. 47.41.020. LOCAL ADMINISTRATION. (a) No association other than a
10 local, nonprofit, publicly supported public or private corporation, or a
11 local areawide planning agency is eligible for a grant under this chapter.

12 (b) To be eligible for a grant under this chapter, a local corpora-
13 tion must have a board of directors of at least nine persons, one-third
14 of whom are representatives of local governments or their designees,
15 with the local governments being from within the area to be served by
16 the corporation. A majority of the board of directors shall be persons
17 who are not engaged in providing services for which grants are authorized
18 under this chapter.

19 (c) The area administered by a local corporation shall include
20 all or part of the area covered by an areawide comprehensive health
21 planning agency approved by the statewide comprehensive health advisory
22 committee and the department.

23 Sec. 47.41.030. LICENSING. No local corporation may receive
24 financial assistance under this chapter unless it is licensed by the
25 state to provide the services for which financial assistance is received
26 under sec. 10(a) of this chapter.

27 ARTICLE 2. FINANCIAL ASSISTANCE.

28 Sec. 47.41.040. PURPOSES. Within the limits of funds appropri-
29 ated to the community service fund under sec. 60 of this chapter,

1 grants shall be awarded to eligible local corporations for the following
2 purposes:

3 (1) construction, purchase, lease, or capital improvement
4 of facilities to house community services; grants for any single desig-
5 nated project shall be for one time only;

6 (2) the cost of first year group home operation, family
7 life education and social services to children, families and individuals
8 under stress; grants for each of these programs shall be for one year
9 only;

10 (3) meeting the continuing costs of providing day care,
11 family day care and early childhood education services;

12 (4) meeting the local share of the continuing costs of
13 federally approved and funded comprehensive community mental health
14 centers;

15 (5) assisting local areawide comprehensive health planning
16 agencies in developing a comprehensive plan for community services;
17 grants for this purpose shall be for one year and one time only.

18 Sec. 47.41.050. GRANT RATIOS. (a) A grant awarded under this
19 chapter shall be made in a ratio of 75 per cent state money to 25 per
20 cent local money. The department shall allow as a part of the local
21 percentage of the costs the reasonable value of in-kind contributions
22 pledged and directly related to the payment of costs for which grants
23 are available under this chapter. Funds from other state sources may
24 not be used in calculating either the state or the local share of
25 grants under this chapter.

26 (b) A contract between the department and a local corporation
27 to provide any of the services under sec. 10(c) of this chapter, shall
28 be entered into according to the provisions of AS 47.40.

29 (c) The department may withhold the payment of funds under this

1 section if any service for which funds are granted is substantially
2 altered or discontinued or if a local corporation fails to comply with
3 the regulations adopted under secs. 10 - 110 of this chapter. If,
4 at any time after the awarding of a grant under this section which is
5 used in part or in whole for construction or purchase of facilities,
6 a local corporation ceases operation of the services in that facility,
7 the title to the facilities constructed or purchased under this section
8 rests in the state. If title to a facility vests in the state under
9 this subsection, the department may transfer the title, subject to those
10 conditions the department determines to be necessary, to a local corpora-
11 tion for the purpose of providing services for which the grants were
12 originally intended.

13 (d) Nothing in this section prevents a local corporation from
14 establishing and operating more than one service or facility or from
15 receiving more than one grant under sec. 40 for that purpose.

16 Sec. 47.41.060. COMMUNITY SERVICE FUND. There is in the depart-
17 ment a community service fund. Funds appropriated by the legislature
18 for the purposes of secs. 10 - 110 of this chapter shall be deposited
19 in the fund.

20 ARTICLE 3. DEPARTMENT RESPONSIBILITIES AND REQUIREMENTS.

21 Sec. 47.41.070. REGULATIONS. Within 90 days after the effective
22 date of this Act, the department shall promulgate regulations necessary
23 for the implementation of this chapter, including but not limited to

- 24 (1) application requirements for grants under this chapter;
25 (2) time limits for consideration of applications;
26 (3) the processing of applications;
27 (4) the requirements for reporting the progress and statis-
28 tics of the program.

29 Sec. 47.41.080. STAFF. The department shall provide consultative

1 staff to communities to aid local corporations in planning for the
2 provision of community services and in reviewing applications for
3 grants under this chapter.

4 Sec. 47.41.090. ANNUAL REVIEW AND REPORT. The department shall
5 annually review and evaluate the community service programs for which
6 grants are made under this chapter and submit an annual report of its
7 evaluation to the legislature.

8 Sec. 47.41.100. REQUIRED ACCOUNTING PROCEDURES. (a) A local
9 corporation which receives a grant from the department under sec. 40
10 of this chapter shall meet acceptable standards of fiscal accountability
11 for public funds and shall submit a complete financial report by an
12 independent, licensed auditor to the department each year as the depart-
13 ment requires.

14 (b) A local corporation shall record and report to the department
15 its financial activities according to, and demonstrate the actual cost
16 of day care and child development services or group foster home ser-
17 vices provided using cost accounting procedures compatible with, the
18 standards in "Standards of Accounting and Financial Reporting for
19 Voluntary Health and Welfare Organizations", published in 1964 by the
20 National Health Council and the National Social Welfare Assembly.

21 Sec. 47.41.110. DEFINITIONS. In secs. 10 - 110 of this chapter

22 (1) "areawide comprehensive health planning agency" means
23 the agency defined in sec. 314(b) of the Comprehensive Health Planning
24 and Public Health Services Act of 1966 (PL 89 - 749);

25 (2) "comprehensive community mental health centers" means
26 those centers defined in sec. 401(c) of the Mental Retardation Facili-
27 ties and Community Mental Health Centers Construction Act of 1963
28 (PL 88 - 164);

29 (3) "department" means the Department of Health and Welfare;

1 (4) "family life education", "day care and family day care",
2 "social services to families, children and individuals under stress"
3 and "group home services" are defined in the Catalog of Functional or
4 Program Service Categories of the United Community Funds and Councils
5 of America published in September 1968;

6 (5) "local publicly supported nonprofit public or private
7 corporation" means a public or private organization incorporated under
8 state law and designated as tax exempt under sec. 501(c)(3) of the
9 Internal Revenue Code of 1954;

10 (6) "local" refers to the geographic area covered by the
11 areawide comprehensive health planning agency; however, services by
12 the agency are not required to be provided by the agency for the whole
13 area;

14 (7) "local corporation" means a local, publicly supported,
15 nonprofit, public or private corporation.
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Original sponsor: Health, Welfare and
Education Committee

Offered: 4/6/71
Referred: Finance

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9 * Section 1. AS 47 is amended by adding a new chapter to read:

10 CHAPTER 41. COMPREHENSIVE COMMUNITY SERVICES PROGRAM.

11 ARTICLE 1. PLAN AND ADMINISTRATION.

12 Sec. 47.41.010. COMMUNITY SERVICE PROGRAM AND PLAN. (a) Within
13 the limits of funds appropriated to the community service fund under
14 sec. 50 of this chapter, grants approved by a local council on
15 community services may be awarded to eligible publicly supported,
16 local nonprofit public or private corporations that qualify under this
17 chapter, for the following purposes:

18 (1) construction, purchase, lease, or capital improvement
19 of facilities to house community services; grants for any single desig-
20 nated project shall be for one time only;

21 (2) the cost of first year group home operation, homemaker
22 services, health services and family life education;

23 (3) meeting the continuing costs of providing day care,
24 family day care, early childhood services, and social services to
25 children, families and individuals under stress, including 24-hour
26 emergency and outreach services;

27 (4) meeting the local share of the continuing costs of
28 federally approved and funded comprehensive community mental health
29 centers, alcoholism programs, and drug abuse programs;

1 (5) assisting local councils on community services in
2 developing a comprehensive plan for community services; grants for
3 this purpose shall be for one year and one time only.

4 (b) A state agency may contract with a publicly supported,
5 local nonprofit public or private corporation to provide any services
6 for which it is responsible, including, but not limited to,

- 7 (1) income assistance programs;
- 8 (2) food stamps;
- 9 (3) public health services;
- 10 (4) protective services for children;
- 11 (5) placement of children in foster care;
- 12 (6) employment, manpower, and career development.

13 Sec. 47.41.020. LOCAL ADMINISTRATION. (a) No association other
14 than a publicly supported, local nonprofit public or private corpora-
15 tion, or a local council on community services is eligible for a grant
16 under this chapter.

17 (b) To qualify under this chapter, a local corporation or a local
18 council on community services shall have a board of directors of at
19 least nine persons, one-third of whom are representatives of local
20 governments or their designees, with the local governments being from
21 within the area to be served. A majority of the board of directors
22 shall be persons who are not engaged in providing services for which
23 grants are authorized under this chapter; however, no quorum is con-
24 sidered present at a meeting unless those persons not engaged in
25 providing services for which grants are authorized under this chapter
26 are in the majority.

27 (c) The geographic area administered by a local corporation shall
28 include all or part of the area covered by the local council on com-
29 munity services designated by the statewide Comprehensive Health

1 Advisory Council and the department.

2 Sec. 47.41.030. LICENSING. No local corporation may receive
3 financial assistance under this chapter unless it is licensed, if
4 required, by the appropriate governmental agency to provide the
5 services for which financial assistance is received under sec. 10(a)
6 of this chapter.

7 ARTICLE 2. FINANCIAL ASSISTANCE.

8 Sec. 47.41.040. GRANT RATIOS. (a) A grant awarded under this
9 chapter shall be made in a ratio of 75 per cent state money to 25 per
10 cent local money; however, if the average family income in the area
11 served falls below the federal poverty level, as established by the
12 Office of Economic Opportunity in January 1970, the grant awarded
13 under this chapter shall be made in a ratio of 90 per cent state money
14 to 10 per cent local money. The department may allow as a part of
15 the local percentage of the costs the reasonable value of in-kind
16 contributions pledged and directly related to the payment of costs for
17 which grants are available under this chapter. Funds from other state
18 sources may not be used in calculating either the state or the local
19 share of grants under this chapter.

20 (b) A contract between a state agency and a local corporation
21 to provide any of the services under sec. 10(b) of this chapter, shall
22 be entered into according to the provisions of AS 47.40, except that
23 full cost of services determined under 47.40.040 shall be reduced by an
24 amount equal to the total amount of grants awarded under 47.41.010(2)
25 and (3) for the year or years that the grant is effective.

26 (c) The department may withhold the payment of funds under this
27 section if any service for which funds are granted is substantially
28 altered or discontinued or if a local corporation fails to comply with
29 the regulations adopted under secs. 10 - 100 of this chapter. If,

1 at any time after the awarding of a grant under this section which is
2 used in part or in whole for construction or purchase of facilities,
3 a local corporation ceases operation of services in that facility,
4 the title to the facilities constructed or purchased under this section
5 vests in the state. If title to a facility vests in the state under
6 this subsection, the department may transfer the title, subject to
7 those conditions the department determines to be necessary, to a local
8 corporation for the purpose of providing services for which the grants
9 were originally intended or other services subsequently approved by
10 the local council on community services.

11 (d) Nothing in this section prevents a local corporation from
12 establishing and operating more than one service or facility or from
13 receiving more than one grant under sec. 10 for that purpose.

14 Sec. 47.41.050. COMMUNITY SERVICE FUND. There is created in the
15 department a community service fund. Funds appropriated by the legis-
16 lature for the purpose of secs. 10 - 100 of this chapter shall be
17 deposited in the fund.

18 ARTICLE 3. DEPARTMENT RESPONSIBILITIES AND REQUIREMENTS.

19 Sec. 47.41.060. REGULATIONS. Within 90 days after the effective
20 date of this Act, the department shall promulgate regulations necessary
21 for the implementation of this chapter, including but not limited to

- 22 (1) application requirements for grants under this chapter;
- 23 (2) time limits for consideration of applications;
- 24 (3) the processing of applications;
- 25 (4) the requirements for reporting the progress and
26 statistics of the program;
- 27 (5) provisions for equitable distribution of grants under
28 this chapter.

29 Sec. 47.41.070. STAFF. The department may provide consultative

1 staff to local councils on community services to aid in planning for
2 the provision of community services and in reviewing applications for
3 grants under this chapter.

4 Sec. 47.41.080. ANNUAL REVIEW AND REPORT. The department shall
5 annually review and evaluate the community service programs for which
6 grants are made under this chapter and submit an annual report of its
7 evaluation to the legislature.

8 Sec. 47.41.090. REQUIRED ACCOUNTING PROCEDURES. (a) A local
9 corporation which receives a grant from the department under sec. 10
10 of this chapter shall meet acceptable standards of fiscal accountability
11 for public funds and shall submit a complete financial report by an
12 independent, licensed auditor to the department each year as the
13 department requires.

14 (b) A local corporation shall demonstrate to the department the
15 actual cost of day care and child development services or group foster
16 home services provided using cost accounting procedures compatible
17 with, the standards in "Standards of Accounting and Financial Reporting
18 for Voluntary Health and Welfare Organizations", published in 1964 by
19 the National Health Council and the National Social Welfare Assembly.

20 Sec. 47.41.100. DEFINITIONS. In secs. 10 - 100 of this chapter

21 (1) "comprehensive community mental health centers" means
22 those centers defined in sec. 401(c) of the Mental Retardation Facili-
23 ties and Community Mental Health Centers Construction Act of 1963
24 (PL 88 - 164);

25 (2) "department" means the Department of Health and Welfare;

26 (3) "family life education", "day care and family day care",
27 "social services to families, children and individuals under stress",
28 "homemaker services" and "group home services" are as defined in the
29 Catalog of Functional or Program Service Categories of the United Com-

1 munity Funds and Councils of America published in September 1968;

2 (4) "local" refers to the geographic area covered by the
3 local council on community services; however, services by the local
4 council on community services or a local corporation are not required
5 to be provided by the local council on community services of a local
6 corporation for the whole area;

7 (5) "local corporation" means a publicly supported, local,
8 nonprofit, public or private corporation;

9 (6) "local council on community services" means the body
10 designated by the statewide Comprehensive Health Advisory Council and
11 the department to plan, approve, and coordinate community services;

12 (7) "publicly supported, local nonprofit public or private
13 corporation" means a public or private organization incorporated under
14 state law and designated as tax exempt under sec. 501(c)(3) of the
15 Internal Revenue Code of 1954.



RECORDS



CERTIFICATION

I, the undersigned, an employee of the State of Alaska, do hereby certify that the microfilm images on this microform are accurate reproductions of the original records of the State of Alaska as accumulated during the regular course of business, and that it is the established policy and practice of this State to microfilm its records and to dispose of the original records after microfilm reproductions have been made.

James D. Smith
Signature of Camera Operator

4/4/89
Date

Committee Report

HOUSE OF REPRESENTATIVES

_____ Date

Mr. Speaker:

The Committee on _____ has had _____
under consideration. A majority of the members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that
CS for _____ do pass
- (and) recommends it be referred to the _____
committee
- reports it back without recommendation
- (other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____ recommends:
_____ recommends:
_____ recommends:
_____ recommends:
_____ recommends:

CHAIRMAN

Committee Report

HOUSE OF REPRESENTATIVES

_____ Date

Mr. Speaker:

The Committee on _____ has had _____ under consideration. A majority of the members of the Committee

- recommends it do pass
- recommends it do not pass
- recommends it do pass with attached amendment(s)
- recommends it be replaced with CS for _____ and that CS for _____ do pass
- (and) recommends it be referred to the _____ committee
- reports it back without recommendation
- (other) _____

MEMBERS SIGNING THE MAJORITY REPORT:

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

MEMBERS NOT CONCURRING IN THE MAJORITY REPORT:

_____ recommends:

_____ recommends:

_____ recommends:

_____ recommends:

_____ recommends:

_____ CHAIRMAN

April 27, 1971

Finance

HB 226

Finance (new bill)

Finance

HB 226

Finance

Finance

Finance

Finance

by Roy H. Brown

HOUSE JOURNAL

HOUSE FINANCE COMMITTEE REPORT
ON
COMMITTEE SUBSTITUTE FOR HOUSE BILL NO. 226

The committee on finance has had House Bill No. 226 under consideration. A majority of the members of the committee has recommended that it be replaced with Finance Committee Substitute for House Bill No. 226 and that Finance Committee Substitute for House Bill No. 226 do pass.

Items included in this supplemental for jury fees and the 1971 Magistrate Training Conference at Fairbanks are discussed in the finance committee's earlier report on the first Committee Substitute for House Bill No. 226 (page 679 of the Journal). The additional \$95,500 includes \$65,500 for remodeling the first floor of the Alaska Court System Building in Anchorage, the remodeling being necessary to house one full time and two partial time superior court facilities approved by the last Legislature. Equipment required for the three judges and related secretarial positions has not been previously budgeted; the amount included for this equipment is \$34,000.

George Hohman Jr.
George Hohman, Chairman
House Finance Committee

HOUSE FINANCE COMMITTEE REPORT

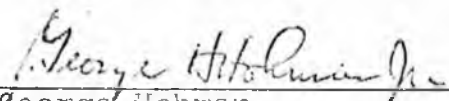
ON

COMMITTEE SUBSTITUTE FOR HOUSE BILL NO. 226

The Committee on Finance has had House Bill No. 226 under consideration. Representatives Hohman, Ditman and Degnan have recommended that it be replaced with Committee Substitute for House Bill No. 226 and that Committee Substitute for House Bill No. 226 do pass. Representative Haugen voted to move the bill out with no recommendation.

In a letter dated March 19, 1971 Robert N. Reeves, Administrative Director of the Alaska Court System, told Chairman Hohman that the Court System had as of Feb. 28, 1971 "overexpended the appropriation for jury fees by \$66,735 (with) additional field warrants outstanding in the amount of \$54,210 for a total overexpenditure to date of \$120,945." Approximately \$250,000 is projected as the remaining cost for jury fees for the remainder of the current fiscal year bringing the total supplemental for jury fees to \$371,000.

\$7,000 is included to fund the 1971 Magistrate Training Conference at Fairbanks. Participants travel to the Conference is substantially covered by the University of Alaska. The remaining cost of the Conference is funded by this appropriation.


George Hohman
Chairman
House Finance Committee

HOUSE FINANCE COMMITTEE REPORT

ON

COMMITTEE SUBSTITUTE HOUSE BILL NO. 226

The committee on finance has had House Bill No. 226 under consideration. The committee recommends it be replaced with Finance Committee Substitute for House Bill No. 226 and that Finance Committee Substitute for House Bill No. 226 be reported out with the following recommendations: Messrs. Hohman, Fink, Ditman and Wright signing "no recommendation", Messrs. Warwick and Haugen signing "do not pass", and Mr. Degnan signing "do pass".

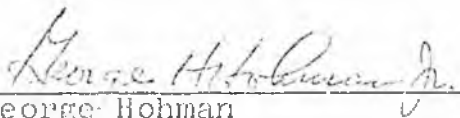
In a letter dated November 5, 1970 from B. N. McVay, Deputy Commissioner of the Department of Administration, to Carl Johnson, Director of the Division of Buildings, Mr. McVay states:

"Our purpose in writing is to advise you that we have discussed this matter with the Court System and that we consider the work to be done, imperative and of an emergency nature.

The Court System currently has funds in its budget for this work, but will require a supplemental appropriation from the legislature in order to fulfill its functions for the full fiscal year.

The Reimbursable Agreement to be entered into between the Alaska Court System and the Division of Buildings for this work is not to be contingent upon securing a supplemental appropriation."
(emphasis supplied)

In view of this the committee does not recommend a supplemental appropriation for the renovation of the Anchorage court room facilities.


George Hohman
Chairman
House Finance Committee

A BILL

For an Act entitled: "Appropriating for a miscellaneous claim."

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

- * Section 1. The sum of \$2,737.17 is appropriated to the Alaska Court System to replace funds which were lost as a result of the robbery occurring in the Fairbanks State Office Building on the evening of February 8, 1971.
- * Section 2. This act takes effect on the day after its passage and approval or on the day it becomes law without approval.

Ank Ct. off.

MEMORANDUM

State of Alaska
DEPARTMENT OF ADMINISTRATION

TO: Carl P. Johnson, Director
Division of Buildings
Department of Public Works

DATE : November 5, 1970

FROM: *Bm*
B. N. McVay
Deputy Commissioner
Department of Administration

SUBJECT: Renovations in Court Building
Alaska Court System - Anchorage

Representatives of the Alaska Court System discussed with us recently the need for renovations in the Court Building in Anchorage to make room for an additional three Court Judges authorized by the 1970 legislature. Involved is about \$57,000 in renovative work which the Court System expects to contract with the Division of Buildings.

Our purpose in writing is to advise you that we have discussed this matter with the Court System and that we consider the work to be done, imperative and of an emergency nature.

The Court System currently has funds in its budget for this work, but will require a supplemental appropriation from the legislature in order to fulfill its functions for the full fiscal year.

✓ | The Reimbursable Agreement to be entered into between the Alaska Court System and the Division of Buildings for this work is not to be contingent upon securing a supplemental appropriation.

In addition to the major item of work described above, the Court System also wishes to contract with the Division of Buildings for providing approximately \$1,800 worth of partitions in the Fairbanks Superior Court.

Again, this reimbursement to the Division of Buildings is not to be contingent upon a supplemental appropriation.

BNM:229

cc: Alaska Court System, Anchorage
Attention: Clarence Erickson

Original sponsor: Judiciary Committee

Offered: 4/5/71
Referred: Rules

1 IN THE HOUSE

BY THE FINANCE COMMITTEE

2

CS FOR HOUSE BILL NO. 226

3

IN THE LEGISLATURE OF THE STATE OF ALASKA

4

SEVENTH LEGISLATURE - FIRST SESSION

5

A BILL

6

For an Act entitled: "An Act making a supplemental appropriation to the
7 Alaska court system; and providing for an effective
8 date."

9

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

10

* Section 1. The sum of \$378,000 is appropriated from the general fund
11 to the Alaska court system for estimated unfunded operating costs. The
12 appropriation is for the fiscal year ending June 30, 1971 and is to be
13 allocated as follows:

14

(1) jury fees \$371,000

15

(2) magistrate training conference 7,000

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\$378,000

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* Sec. 2. This Act takes effect on the day after its passage and approv-
al or on the day it becomes law without approval.

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Original sponsor: Judiciary Committee

Offered: 4/5/71
Referred: Rules

1 IN THE HOUSE

BY THE FINANCE COMMITTEE

2 CS FOR HOUSE BILL NO. 226

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act making a supplemental appropriation to the
7 Alaska court system; and providing for an effective
8 date."

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

10 * Section 1. The sum of \$378,000 is appropriated from the general fund
11 to the Alaska court system for estimated unfunded operating costs. The
12 appropriation is for the fiscal year ending June 30, 1971 and is to be
13 allocated as follows:

14	(1) jury fees	\$371,000
15	(2) magistrate training conference	<u>7,000</u>
16		\$378,000

17 * Sec. 2. This Act takes effect on the day after its passage and approv-
18 al or on the day it becomes law without approval.

Introduced: 2/26/71
Referred: Judiciary and
Finance

1 IN THE HOUSE

BY THE JUDICIARY COMMITTEE

2 HOUSE BILL NO. 226

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SEVENTH LEGISLATURE - FIRST SESSION

5 A BILL

6 For an Act entitled: "An Act appropriating to the Alaska court system;
7 and providing for an effective date."

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

9 * Section 1. The sum of \$1,804,918 is appropriated from the general
10 fund to the Alaska court system for estimated unfunded operating costs, for
11 the fiscal year ending June 30, 1971.

12 * Sec. 2. This Act takes effect on the day after its passage and approval
13 or on the day it becomes law without approval.

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AMENDED

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

STATEMENT OF PROGRAM

SUPPLEMENTAL BUDGET

SUPPLEMENTAL BUDGET		CODE
AGENCY	Alaska Court System	41
OPERATING PROGRAM	All Courts	
ACTIVITY		
FUNCTION		

For the Fiscal Year Ending June 30, ~~1972~~ 1971

Johnson

SUPPLEMENTAL REQUEST SUMMARY

The judicial power of the state is vested in a supreme court, a superior court, and the courts established by the legislature. The jurisdiction of courts shall be prescribed by law. The courts shall constitute a unified judicial system for operation and administration. Judicial districts are established by law. These responsibilities are fixed by Article IV, Constitution of the State of Alaska, as implemented by Title 22, Alaska Statutes.

The most important function of the court system is to provide judicial services. In order to meet this function and in order to meet statutory responsibilities, this request for a supplemental appropriation is submitted.

① The largest single supplement requested is for jury fees. The legislature recognized this need for increased jury fees during the last legislative session and passed House Concurrent Resolution No. 1, in which they urged raising the fees for jurors from \$10.00 to \$21.00. The House Finance Committee in their letter of intent recognized the ramification of the resolution and stated they would recognize a supplemental appropriation to cover the deficiency. While the increase in jurors fees from \$10.00 to \$21.00 was substantial, of even more import and greater impact is the number of cases filed and going to jury trials. During the first five and one-half months of this fiscal year \$155,096 was spent on jury costs. This equaled the amount spent during the whole of the preceding year. By January 10th of this fiscal year the total amount appropriated for jury costs was expended. We have prepared an analysis of the increase in jury costs which reports an increase of 109% over the prior years activity plus the increase occasioned by the increase in fees.

② The secondary reason for this supplemental request is the recent expansion of the court system to include five new superior court judges. It is apparent that while personnel costs were recognized, it is equally apparent that no provisions were made for the funding of physical facilities to accomodate the new courts. This request corrects that inadvertence.

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

STATEMENT OF PROGRAM

SUPPLEMENTAL BUDGET

	CODE
AGENCY Alaska Court System	41
OPERATING PROGRAM All Courts	
ACTIVITY	
FUNCTION	

For the Fiscal Year Ending June 30, ~~1972~~ 1971

SUPPLEMENTAL REQUEST SUMMARY (cont'd)

Thirdly, the transfer of funds for autopsies from the Department of Law to the Court System revealed an insufficiency to cover these costs and this request covers that deficiency.

Finally, the need for security in both courtrooms and in the court building requires additional bailiffs and security guards. These are detailed in our request for new positions.

Please refer to the attached exhibits in support of our request.

(3rd.)

of cases increasing drastically!!

OPERATING BUDGETGENERAL GOVERNMENTOFFICE OF THE GOVERNOR.

Executive Office. The request for \$50,000 to open an office in Washington, D. C., was specifically listed.

COAST Commission. The COAST Commission shall fund HJR 108 (requesting the establishment of an estuarine research center at Douglas, Alaska) in the amount of \$12,500.

DEPARTMENT OF ADMINISTRATION.

Budget and Management. If this division progresses more rapidly than anticipated on the study as proposed for program evaluation and fiscal planning, the committee agrees to support an additional \$25,000 supplemental in the next session. (\$50,000 was approved in this budget for the study out of a requested \$75,000).

COURT SYSTEM.

Superior and District Courts. In accordance with HOUSE CONCURRENT RESOLUTION NO. 1 amended (relating to jurors' fees under Rule 17(a) raising fees from \$10 to \$21), the committee did not include additional funds for this purpose; therefore, in the next session of the legislature, a supplemental appropriation may be submitted to cover the deficiency in contractual services.

EDUCATIONDEPARTMENT OF EDUCATION.

Instructional Services, Consultative Services. A Conservation and Environmental Education Consultant position was established to carry out the functions requested in HJR 77. It is the intent of this committee that a progress report be provided by the 10th day of the First Session, Seventh State Legislature.

UNIVERSITY OF ALASKA. The Wrangell Community College and Petersburg Community College programs shall be commenced on July 1, 1970.

The University shall fund from within the budget the sum of \$17,000 to be used for the Marine Science Institute program to continue the research project of Dr. Nayudu and retain those three positions he would otherwise lose due to the University assessing administrative costs against this program.

It is the intent of the committee that the University fully implement special orientation services for assisting Native students at the University for \$14,780, of which \$32,370 has been included in the FY 1970-71 budget. This program shall be funded within the University's approved budget.

The University is directed to expand its Native counseling to the Anchorage Community College.

House Concurrent Resolutions

HOUSE CONCURRENT RESOLUTION NO. 1

Be It Resolved that the Alaska Supreme Court is urged to amend Rule 17(a), Rules Governing the Administration of all Courts, by raising the fee for jurors from \$10 to \$21.

HOUSE CONCURRENT RESOLUTION NO. 2

Be It Resolved that Governor Keith H. Miller is respectfully requested to appoint Jack R. Simpson to represent the Governor, the legislators, and the citizens of Alaska at the Prayer Breakfast with President Richard M. Nixon in Washington, D. C., on February 5, 1970.

HOUSE CONCURRENT RESOLUTION NO. 3

Be It Resolved that the Governor is respectfully requested to direct the Department of Education to establish a training and recruitment program for bilingual teacher aides, providing for their employment in state-operated schools; and be it

Further Resolved that the Department of Education develop guidelines and recommendations for and encourage the institution of these programs at the local school district level.

HOUSE CONCURRENT RESOLUTION NO. 4

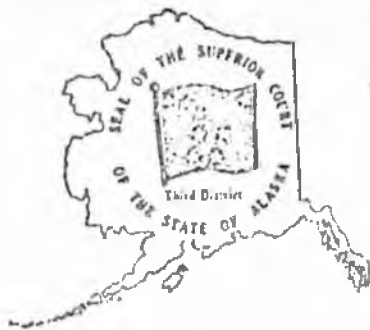
Be It Resolved that the Governor is requested to direct the Department of Education to intensify and broaden its programs to develop culturally relevant programs for the Native pupils in the state, to encourage the teaching of Native studies to all pupils regardless of cultural or ethnic background, and to stimulate and encourage the utilization of these programs in the city and borough schools throughout the state.

HOUSE CONCURRENT RESOLUTION NO. 5

Be It Resolved that the Governor is respectfully requested to direct the Department of Education to establish an intensive Native cultural orientation program for new teachers in the state, to require all new teachers in state-operated schools to attend the program, and to operate the program in such a way that borough and city school districts can participate.

HOUSE CONCURRENT RESOLUTION NO. 9

Be It Resolved that the Sixth Legislature of the State of Alaska sincerely commends Ralph J. Rivers for his dedication and service to the people of Alaska, and wishes him many years of well-deserved relaxation.



Superior Court

State of Alaska

THIRD JUDICIAL DISTRICT

941 FOURTH AVENUE

ANCHORAGE, ALASKA

99501

January 29, 1971

CHAMBERS OF

JAMES M. FITZGERALD, PRESIDING JUDGE

Mr. Robert Reeves
Court Administrator
Alaska Court System
941 Fourth Avenue
Anchorage, Alaska 99501

Dear Mr. Reeves:

It becomes necessary to call your attention to the need for additional Superior Court Judges at Anchorage.

In 1968, the authorized number of judges in this court was six. The Legislature increased the number of Judges in this District by three in 1969, however, a resident judge was assigned to Kodiak, Alaska, and one to Kenai, Alaska. One additional judge was authorized for Anchorage. It is intended that the judge in Kenai and the judge in Kodiak spend a considerable amount of their time in Anchorage and it is hoped that their combined services in Anchorage will equal one additional judge.

The number of filings in the Superior Court at Anchorage increased very substantially between 1968 and 1970. The percentage of increase in those two years according to our records is as follows:

Criminal cases	92.3%
Probate	16.1%
Children's Proceedings	28.8%
Civil Proceedings	16.6%

Mr. Robert Reeves
January 29, 1971

Page Two

The number of criminal filings in 1968 was 300 and in 1970 it was 577. However, the number of filings is not entirely representative since the percentage of cases tried to the ratio of pleas is markedly higher. During one period of 1970, our figures indicated that of the criminal cases going on the trial calendar, approximately 40% of the cases were actually tried. This percentage dropped recently although the fact remains that overall the percentage of criminal cases actually tried in 1970 is substantially greater than in 1968, and much more than anticipated.

One other factor I wish to comment upon is that while the percentage of civil cases filed in 1968 to 1970 is 16.6%, the greater bulk of the increase occurred in 1970. The number of civil cases filed in 1969 was 2,892 and the number of cases filed in 1970 was 3,354 - a 16% increase.

Until a few months ago, it was our intention not to ask for an increase in judges until additional court facilities were provided at Anchorage. That picture has now changed since the amount of money now available will be insufficient to provide the necessary space. In view of the probable additional delay in providing sufficient courtrooms, we began double shifting this January. So far our experience with double shifting our courtrooms has been entirely satisfactory. Because of this and because of the present backlog of cases in all categories, it becomes imperative that we seek additional judges at this time.

We expect that we will be able to utilize the additional judges fully either by continuing to double shift the courtrooms or by establishment of temporary facilities until the court extension has been completed.

In further explanation, I enclose graphs showing the increase of filings over a 10-year period and the statistical breakdown reflecting the percentages of increase in the last two years. I think it is safe to say that we can anticipate an increase in filings in all categories in 1971.

Robert Reeves

Mr. Robert Reeves
January 29, 1971

Page Three

It is the recommendation of the judges in this court, that the Court Administration strongly support the requested increase in the number of judges.

Very truly yours,

James M. Fitzgerald
James M. Fitzgerald
President

JMF:af

Memorandum

Alaska Court System

TO:

Mr. Robert N. Reeves
Administrative Director
Alaska Court System
Anchorage, Alaska

DATE : January 28, 1971

FROM: Judge James M. Fitzgerald
Superior Court
Anchorage

SUBJECT: Caseload Increase

Submitted for your consideration and supplementing my memorandum to you on the above subject matter of January 14th, be advised that the percentage increase of cases actually filed between the years 1968 and 1970 (a 2-year period) is as follows:

	<u>1968</u>	<u>1970</u>	
Civil:	2877	3354	= 477 case increase = 16.6% increase
Criminal:	300	577	= 277 case increase = 92.3% increase
Probate:	620	720	= 100 case increase = 16.1% increase
Children's Proceedings	510	657	= 147 case increase = 28.8% increase

Memorandum

Alaska Court System

TO:

Mr. Robert N. Reeves
Administrative Director
Alaska Court System
Anchorage, Alaska

DATE : January 14, 1971

FROM: Judge James M. Fitzgerald
Superior Court
Anchorage, Alaska

SUBJECT: Caseload Report and Projection

Attached, for your information, are copies of graphs indicating new cases filed during the years 1960 through 1970 in the categories of civil, criminal, probate and children's proceedings.

These graphs also indicate our caseload projections through the year 1980, made during the early part of 1970, the circled numbers being projected figures.

The percentage increase or decrease of cases actually filed during the years 1969 and 1970 is as follows:

CIVIL:	2892	3354	= 462 case increase	= 16% increase
CRIMINAL:	435	577	= 142 case increase	= 32.6% increase
PROBATE:	705	720	= 15 case increase	= 2.1% increase
CHILDREN'S PROC.:	764	657	= 107 case decrease	= 16.3% decrease

However, many cases are re-opened during the year and the percentage increase for 1970 over 1969 with the addition of these cases is as follows:

	<u>1969</u>	<u>1970</u>		
CIVIL:	2892	3424	= 532 case increase	= 18.4% increase
CRIMINAL:	435	596	= 161 case increase	= 37% increase
PROBATE:	No change			
CHILDREN'S PROC.:	764	842	= 78 case increase	= 10.2% increase

SUPPLEMENTAL BUDGET

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

EXPENDITURES BY OBJECT
and
SOURCE OF FUNDS

AGENCY	Alaska Court System	41
OPERATING PROGRAM	All Courts	
ACTIVITY		
FUNCTION		

For the Fiscal Year Ending June 30, 1972 1971

CODE (1)	EXPENDITURES BY OBJECT (2)	1969-1970 Actual (3)	1970-1971 Authorized (4)	1971-1972 ESTIMATED			
				Department Request (5)	Increase (Decrease) (6)	Governor's Allowance (7)	Legislative Allowance (8)
				1970-71			
100	PERSONAL SERVICES			38,468			
200	TRAVEL			75,019			
300	CONTRACTUAL SERVICES			504,455			
400	COMMODITIES			1,100			
500	EQUIPMENT			35,900			
600	LANDS AND STRUCTURES			65,500			
700	GRANTS, CLAIMS AND SHARED REVENUE			6,200			
800	MISCELLANEOUS						
900	INTER-AGENCY CHARGES			20,778			
	TOTAL EXPENSES (Col. 3)						
	AMOUNT LAPSED (Col. 3)						
	TOTAL			747,420			
CODE	SOURCE OF FUNDS						
	FEDERAL RECEIPTS (Sec 02.15)						
	PROGRAM RECEIPTS (Sec 02.16)						
	INTER-AGENCY RECEIPTS (Sec 02.15)						
	SPECIAL FUND						
	SPECIAL FUND RESERVE ACCOUNT						
	UNRESTRICTED GENERAL FUND			747,420			
	TOTAL			747,420			

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

DETAIL OF EXPENDITURES -
 COST ANALYSIS SUMMARY

For the Fiscal Year Ending June 30, 1972x 1971

SUPPLEMENTAL BUDGET		CODE
AGENCY	Alaska Court System	41
OPERATING PROGRAM	All Courts	
ACTIVITY		
FUNCTION		

CODE	EXPENDITURE BY OBJECT	PROGRAM MAINTENANCE LEVEL	PROGRAM INCREASE	TOTAL
100	PERSONAL SERVICES	21,591	16,877	38,468
200	TRAVEL	47,162	27,857	75,019
300	CONTRACTUAL SERVICES	502,835	1,620	504,455
400	COMMODITIES	400	700	1,100
500	EQUIPMENT	34,000	1,900	35,900
600	LANDS, BUILDINGS, NON-STRUCTURAL IMPROVEMENTS	65,500		65,500
700	GRANTS, CLAIMS, SHARED REVENUE	6,200		6,200
800	MISCELLANEOUS			
900	INTER-AGENCY CHARGES	20,778		20,778
	TOTAL	698,466	48,954	747,420
SOURCE OF FUNDS				
	FEDERAL RECEIPTS			
	PROGRAM RECEIPTS			
	INTER-AGENCY RECEIPTS			
	SPECIAL FUND			
	SPECIAL FUND RESERVE ACCOUNT			
	UNRESTRICTED GENERAL FUND RECEIPTS	698,466	48,954	747,420
	TOTAL	698,466	48,954	747,420
	PERMANENT FULL-TIME POSITIONS	0	5	11
	PERMANENT PART-TIME POSITIONS			
	TEMPORARY (FULL-TIME EQUIVALENTS)			
	NUMBER OF MAN MONTHS	26	25	51

SUPPLEMENTAL BUDGET

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, ~~1972~~ 1971

PROPOSED POSITION TITLE Guard II RANGE 8 LOCATION Anchorage
TYPE OF POSITION Permanent Full Time REFERENCE: 02-13B, LINE 1

AGENCY	Alaska Court System	CODE	41
OPERATING PROGRAM	All Courts		
ACTIVITY			
FUNCTION			

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)
100	PERSONAL SERVICES	3,375	Salary \$577 X 5 Mo. = \$2,885, Benefits at 17%
200	TRAVEL		\$490
300	CONTRACTUAL SERVICES		
400	COMMODITIES 490	310	Belt, Holster, Ammunition - Time Clock, Keys, Dials, Uniform
500	EQUIPMENT		
TOTAL		3,685	

NARRATIVE JUSTIFICATION: To provide security for the Anchorage Court Building during other than working hours. This position requested to comply with Supreme Court Order No. 115 which directs the Administrative Director to institute a security program for this building.

JOB DESCRIPTION:
Patrols an assigned area to prevent fires, theft, vandalism and illegal entry. Punch time clock and see that only appropriate personnel are in the building during other than regular working hours. Perform other duties as assigned.

CERTIFICATION BY DEPARTMENT HEAD	DATE
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APPROVED CLASSIFICATION	
CLASS CODE	
RANGE	
APPROVED BY	
EFFECTIVE DATE	
LOCATION	
PCN	

SUPPLEMENTAL BUDGET

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

REQUEST FOR NEW POSITION

CODE
41

AGENCY	Alaska Court System
OPERATING PROGRAM	All Courts
ACTIVITY	
FUNCTION	

For the Fiscal Year Ending June 30, ~~1970~~ 1971

PROPOSED POSITION TITLE Guard II RANGE 8 LOCATION Anchorage
TYPE OF POSITION Permanent Full Time REFERENCE: 02-138, LINE 1

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)
100	PERSONAL SERVICES	3,375	Salary \$577 X 5 Mo. = \$2,885. Benefits at 17%
200	TRAVEL		\$490
300	CONTRACTUAL SERVICES		
400	COMMODITIES 490	310	Belt, Holster, Ammunition - Time Clock, Keys, Dials, Uniform
500	EQUIPMENT		
TOTAL		3,685	

APPROVED CLASSIFICATION
CLASS CODE
RANGE
APPROVED BY
EFFECTIVE DATE
LOCATION
PCN

NARRATIVE JUSTIFICATION: To provide security for the Anchorage Court Building during other than working hours. This position requested to comply with Supreme Court Order No. 115 which directs the Administrative Director to institute a security program for this building.

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CERTIFICATION BY DEPARTMENT HEAD	DATE
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SUPPLEMENTAL BUDGET

STATE OF ALASKA
Dept. of Administration
Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, ~~1970~~ 1971.

PROPOSED POSITION TITLE Guard II RANGE 8 LOCATION Anchorage
TYPE OF POSITION Permanent Full Time REFERENCE: 02-13B, LINE 1

AGENCY	Alaska Court System	CODE	41
OPERATING PROGRAM	All Courts		
ACTIVITY			
FUNCTION			

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)
100	PERSONAL SERVICES	3,375	Salary \$577 X 5 Mo. = \$2,885, Benefits at 17%
200	TRAVEL		\$490
300	CONTRACTUAL SERVICES		
400	COMMODITIES 490	310	Belt, Holster, Ammunition - Time Clock, Keys, Dials, Uniform
500	EQUIPMENT		
TOTAL		3,685	

NARRATIVE JUSTIFICATION: To provide security for the Anchorage Court Building during other than working hours. This position requested to comply with Supreme Court Order No. 115 which directs the Administrative Director to institute a security program for this building.

JOB DESCRIPTION:

Patrols an assigned area to prevent fires, theft, vandalism and illegal entry. Punch time clock and see that only appropriate personnel are in the building during other than regular working hours. Perform other duties as assigned.

CERTIFICATION BY DEPARTMENT HEAD	DATE

APPROVED CLASSIFICATION	
CLASS CODE	
RANGE	
APPROVED BY	
EFFECTIVE DATE	
LOCATION	
PCN	

SUPPLEMENTAL BUDGET

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

REQUEST FOR NEW POSITION

CODE

AGENCY	Alaska Court System	41
OPERATING PROGRAM	All Courts	
ACTIVITY		
FUNCTION		

For the Fiscal Year Ending June 30, ~~XXXX~~ 1971

PROPOSED POSITION TITLE Guard II RANGE 8 LOCATION Anchorage
 TYPE OF POSITION Permanent Full Time REFERENCE: 02-13B, LINE 1

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)	APPROVED CLASSIFICATION
100	PERSONAL SERVICES	3,375	Salary \$577 X 5 Mo. = \$2,885, Benefits at 17%	
200	TRAVEL		\$490	
300	CONTRACTUAL SERVICES			
400	COMMODITIES 490	310	Belt, Holster, Ammunition - Time Clock, Keys, Dials, Uniform	
500	EQUIPMENT			
TOTAL		3,685		

NARRATIVE JUSTIFICATION: To provide security for the Anchorage Court Building during other than working hours. This position requested to comply with Supreme Court Order No. 115 which directs the Administrative Director to institute a security program for this building.

JOB DESCRIPTION:

Patrols an assigned area to prevent fires, theft, vandalism and illegal entry. Punch time clock and see that only appropriate personnel are in the building during other than regular working hours. Perform other duties as assigned.

CERTIFICATION BY DEPARTMENT HEAD	DATE

APPROVED CLASSIFICATION	CLASS CODE	RANGE	APPROVED BY	EFFECTIVE DATE	LOCATION	PCN

SUPPLEMENTAL BUDGET

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, 1972 1971

	CODE
AGENCY Alaska Court System	41
OPERATING PROGRAM All Courts	
ACTIVITY	
FUNCTION	

PROPOSED POSITION TITLE Court Transcriber II RANGE 12 LOCATION Anchorage
 TYPE OF POSITION Permanent Full Time REFERENCE: 02-13B, LINE 2

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)	APPROVED CLASSIFICATION	CLASS CODE	RANGE	APPROVED BY	EFFECTIVE DATE	LOCATION	PCN
100	PERSONAL SERVICES	4,534	Salary \$775 Mo. X 5 Mo. = \$3,875, Benefits							
200	TRAVEL		at 17% = \$659							
300	CONTRACTUAL SERVICES	950	IBM Model 11, Magnetic Tape "Selectric"							
			Typewriter w/reverse Search Device \$190 mo X 5							
400	COMMODITIES	200	20 Magnetic tape cartridges at \$10 Each							
500	EQUIPMENT									
TOTAL		5,684								
<p>NARRATIVE JUSTIFICATION: In December 1970 five new Superior Courts have been added to the Court System, in addition, two new courts will soon be in use within the Anchorage Court Building, as well as a program of double shifting of available Superior courtrooms now in effect that give us jury trials continuously from 8:00 A.M. to 6:00 P.M. All of the above has created a serious transcript backlog in our transcript division of electronic recording of all court trials. This position is desperately needed to handle increased work.</p>										
<p>JOB DESCRIPTION: Transcribing from Soundscriber and Dictaphone electronic court recording equipment by typing on the magnetic tape component of the MT/ST an accurate and precise record of each word spoken on the tape received for transcription. After rough draft is approved the final copy is run off and the transcript is assembled and completed.</p>										
							CERTIFICATION BY DEPARTMENT HEAD		DATE	

SUPPLEMENTAL BUDGET

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, 1972 1971

PROPOSED POSITION TITLE Court Transcriber II RANGE 12 LOCATION Anchorage
 TYPE OF POSITION Permanent Full Time REFERENCE: 02-136, LINE 2

AGENCY	Alaska Court System	CODE	41
OPERATING PROGRAM	All Courts		
ACTIVITY			
FUNCTION			

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)
100	PERSONAL SERVICES	4,534	Salary \$775 Mo. X 5 Mo. = \$3,875, Benefits at 17% = \$659
200	TRAVEL		
300	CONTRACTUAL SERVICES	950	IBM Model 11, Magnetic Tape "Selectric" Typewriter w/reverse Search Device \$190 mo. X 5
400	COMMODITIES	200	20 Magnetic tape cartridges at \$10 Each
500	EQUIPMENT		
TOTAL		5,684	

APPROVED CLASSIFICATION	
CLASS CODE	
RANGE	
APPROVED BY	
EFFECTIVE DATE	
LOCATION	
PCN	

NARRATIVE JUSTIFICATION: In December 1970 five new Superior Courts have been added to the Court System, in addition, two new courts will soon be in use within the Anchorage Court Building, as well as a program of double shifting of available Superior courtrooms now in effect that give us jury trials continuously from 8:00 A.M. to 6:00 P.M. All of the above has created a serious transcript backlog in our transcript division of electronic recording of all court trials. This position is desperately needed to handle increased work.

JOB DESCRIPTION:
 Transcribing from Soundsciber and Dictaphone electronic court recording equipment by typing on the magnetic tape component of the MT/ST an accurate and precise record of each word spoken on the tape received for transcription. After rough draft is approved the final copy is run off and the transcript is assembled and completed.

CERTIFICATION BY DEPARTMENT HEAD	DATE

SUPPLEMENTAL BUDGET

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, ~~1970~~ 1971

AGENCY	Alaska Court System	CODE	41
OPERATING PROGRAM	All Courts		
ACTIVITY			
FUNCTION			

PROPOSED POSITION TITLE Deputy Clk of Ct II RANGE 10 LOCATION Superior Anchorage
 TYPE OF POSITION Permanent Full Time REFERENCE: 02-138, LINE _____

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)	APPROVED CLASSIFICATION	CLASS CODE	RANGE	APPROVED BY	EFFECTIVE DATE	LOCATION	PCN
100	PERSONAL SERVICES	9,393	8,028 plus employee benefits							
200	TRAVEL									
300	CONTRACTUAL SERVICES									
400	COMMODITIES									
500	EQUIPMENT	385	Desk 175, chair 110, file 100							
TOTAL		9,778	4 Mos. = 1/3 of 9393 = 3131							

NARRATIVE JUSTIFICATION: At the present time the Anchorage Superior Court is operating six courtrooms in the Anchorage Court Building. Four of these have been expanded to a double-shift basis and two more courtrooms will be added in March 1971, for a total of twelve courtroom effective utilization. In the past we have had two bailiffs for six courts. With the increase in courtrooms and the increased usage of each courtroom it is essential that more bailiffs be assigned. This position is charged with the following duties:

- a) maintain order and security in the courtroom
- b) arrange meals and hotel accommodations for juries.
- c) to be present with the juries during deliberations.
- d) during non court period the bailiffs serve at the direction and under the supervision of the presiding superior court judge and the administrative office.

CERTIFICATION BY DEPARTMENT HEAD	DATE

SUPPLEMENTAL BUDGET

STATE OF ALASKA
 Dept. of Administration
 Budget & Management Div.

REQUEST FOR NEW POSITION

For the Fiscal Year Ending June 30, 1972 1971

PROPOSED POSITION TITLE Deputy Clk of Ct II RANGE 10 LOCATION Superior Anchorage
 TYPE OF POSITION Permanent Full Time REFERENCE: 02-138, LINE _____

AGENCY	Alaska Court Svstem	CODE	41
OPERATING PROGRAM	All Courts		
ACTIVITY			
FUNCTION			

CODE (1)	EXPENDITURE BY OBJECT (2)	EXPENDITURES (3)	DETAIL OF RELATED EXPENSES (4)	APPROVED CLASSIFICATION
100	PERSONAL SERVICES	9,393	8,028 plus employee benefits	
200	TRAVEL			
300	CONTRACTUAL SERVICES			
400	COMMODITIES			
500	EQUIPMENT	385	Desk 175, chair 110, file 100	
TOTAL		9,778	4 Mos. = 1/3 of 9393 = 3131	

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- maintain order and security in the courtroom
- arrange meals and hotel accommodations for juries.
- to be present with the juries during deliberations.
- during non court periods the bailiffs serve at the direction and under the supervision of the presiding superior court judge and the administrative office.

CERTIFICATION BY DEPARTMENT HEAD	DATE	CLASS CODE	RANGE	APPROVED BY	EFFECTIVE DATE	LOCATION	PCN