

ALASKA LEGISLATURE

1051

HOUSE and SENATE FINANCE COMMITTEE FILES, 1993-1994

125

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
20-2-0093	25-2-1119	568426	3	696	561	5	PCC - Minimum Security Upgrade-Extend Date	3,200.0	11/25/91	01/06/92	42
20-4-2000	3-4-0025	741053	11	0	0	5	Triplett, et al. v Corrections	10.0	09/09/93	09/10/93	1
20-4-2002	45-4-0070	0	0	0	0	5	Community based support network for sex offenders-manual	10.8	09/17/93	09/22/93	5
20-4-2003	6-4-0007	722626	1	0	0	5	Community Substance Abuse Beds for DOC Inmates	679.6	07/12/93	07/15/93	3
20-4-2006	1-4-0806	740492	2	0	0	5	Independent Audit Services	15.0	09/10/93	09/13/93	3
20-4-2007	12-4-0052	0	0	0	0	5	Anger Mgmt - Corrections	121.2	09/07/93	09/10/93	3
20-4-2008	20-4-2008	0	0	0	0	5	Facilities Management Unit FY 94	135.2	09/07/93	09/20/93	13
20-4-2010	5-4-0591	744731	18	0	0	5	Micrographic Services	3.0	10/01/93	10/25/93	24
20-4-2011	1-4-0805	737177	1	0	0	5	Project Hope video documentation	10.0	10/14/93	10/25/93	11
20-4-2014	2-4-0545	763421	3	0	0	5	FY94 Rental costs	30.2	11/03/93	12/21/93	48
20-4-2015	20-4-2015	0	0	0	0	5	FY 94 Laundry Services for Lemon Creek	37.0	09/14/93	09/16/93	2
20-4-2016	20-4-2016	0	0	0	0	5	Provide Potatoes to Correction facilities	64.5	09/14/93	09/16/93	2
20-4-2018	45-4-0027	0	0	0	0	5	Post Secondary Education Degree Program	90.2	09/14/93	09/20/93	6
20-4-2019	25-4-2058	744685	1	0	0	5	Design & Construction project Fairbanks CC - Increase Funding	39.0	09/27/93	10/06/93	9
20-4-2020	25-4-3694	743156	1	0	0	5	Ketchikan CC-Maintenance Facility-Increase & Extend	12.0	09/30/93	10/06/93	6
20-4-2026	2-4-6054	741770	47	0	0	5	FY 94 Telecommunication Services	18.7	10/04/93	10/13/93	9
20-4-2028	3-4-0045	749742	13	0	0	5	FY94 Corrections Legal Services	73.0	10/14/93	10/25/93	11
20-4-2029	1-4-0811	746867	2	0	0	5	Independent Audit Services-Increase & Extend	22.7	10/01/93	/ /	-150101
20-4-2030	45-4-0074	0	0	0	0	5	Support Network for sex offenders - training manual-extend comple	0.0	10/05/93	10/25/93	20
20-4-2033	25-4-1086	754487	6	0	0	5	MEADOW CREEK CORRECTIONAL CENTER ROOF REPAIR	50.0	11/24/93	12/06/93	12
20-4-2034	25-4-1100	754487	13	0	0	5	CIPT CCTV Replacement	130.0	11/30/93	12/06/93	6
20-4-2035	45-4-0099	0	0	0	0	5	Lease of Diplomacy Building in Anchorage	5.0	10/25/93	11/16/93	22
20-4-2036	25-4-1091	754487	5	0	0	5	WILDWOOD CORRECTIONAL CENTER - RENOVATION & REPAIR	320.0	11/24/93	12/06/93	12
20-4-2038	5-4-0677	754473	40	0	0	5	Vocational Services	2.7	11/10/93	11/22/93	12
20-4-2039	25-4-1094	754487	4	0	0	5	Point Mackenzie Rehabilitation Program	20.0	11/23/93	11/30/93	7
20-4-2040	6-4-0196	0	0	0	0	5	Pt. McKinzie Rehabilitation Program	200.0	12/21/93	/ /	-150202
20-4-2043	25-4-1116	769821	1	0	0	5	POINT MACKENZIE REHABILITATION PROGRAM	150.0	01/13/94	/ /	-150205
20-4-2044	20-4-2044	767048	1	0	0	5	FACILITIES MANAGEMENT UNIT FY94	171.0	12/27/93	01/10/94	14
20-4-2045	45-4-0141	0	0	0	0	5	CMTY BASED SPPORT NETWRK 4 SEX OFFENDERS: TRAINING MANUAL	10.8	12/29/93	/ /	-150190
.*	***.****	14053436	173	696	561			5,631.6			-600375
Sum											

Number of Observations: 29

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
21-3-0385	45-3-0472	0	0	0	0	5	Management information services	74.5	10/13/93	10/25/93	12
21-4-0006	2-4-006	0	0	0	0	5	FY94 Risk Management	4.9	09/27/93	10/06/93	9
21-4-0007	45-4-0042	0	0	0	0	5	Management Information Services	70.0	08/30/93	09/16/93	17
21-4-0008	45-4-0012	0	0	0	0	5	JTPA Title IIB Summer Youth Employment & Training Program	14.1	07/28/93	08/06/93	9
21-4-0009	2-4-0066	727748	23	0	0	5	Older Worker Specialist for Anchorage/Mat-Su SDA	26.0	08/02/93	08/16/93	14
21-4-0024	11-4-5009	0	0	0	0	5	Juneau CDQ Fishery Biologist	65.9	08/17/93	09/20/93	34
21-4-0028	21-4-0028	733034	1	0	0	5	Development of Multi-Media information targeted at low income cli	20.0	09/20/93	10/06/93	16
21-4-0032	6-4-0104	0	0	0	0	5	CCDBG Licensing Support	23.6	09/24/93	10/06/93	12
21-4-0033	45-4-0035	0	0	0	0	5	JTPA Title IIB Summer Youth Employment & Training Pgm SYTEP	5.6	08/24/93	09/16/93	23
21-4-0039	7-4-0110	0	0	0	1807	5	Rural Assessment and Case Mgmt	75.0	08/06/93	08/13/93	7
21-4-0053	45-4-0085	0	0	0	0	5	Child Care Assistance Program Caseload Analysis	5.0	10/07/93	11/15/93	39
21-4-0056	45-4-0080	0	0	0	0	5	Employment Assistance for APC Layoff	16.7	10/01/93	10/08/93	7
21-4-0057	2-4-6068	754725	3	0	0	5	FY94 Telecommunications Services	51.2	11/04/93	11/15/93	11
21-4-0061	7-4-2140	0	0	0	1807	5	Employment Assistance Pilot Project	113.6	11/10/93	12/15/93	35
21-4-0065	21-4-0065	742706	1	0	0	5	5 Year Statewide Community Action Plan and Needs Assessment Plan	54.7	09/17/93	10/06/93	19
21-4-0069	21-4-0065	743437	1	0	0	5	Community Development Block Grant Tech Assistance costs	15.7	09/17/93	10/06/93	19
21-4-0071	45-4-0077	0	0	0	0	5	Rapid Response Services to UA Southeast - Sitka Pulp Mill	7.3	09/27/93	10/07/93	10
21-4-0079	21-4-0079	0	0	0	0	5	COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN. COSTS	178.0	12/10/93	12/21/93	11
21-4-0080	21-4-0080	0	0	0	0	5	Grant Funds - Alaska Head Start Program	350.0	10/01/93	10/08/93	7
21-4-0097	21-4-0097	0	0	0	0	5	ACCOUNTING & REPORTING SERVICES FOR VARIOUS FED. GRANTS	173.0	12/10/93	12/21/93	11
21-4-0098	21-4-0098	763052	1	0	0	5	ACCTING & REPORTING SVCS FOR VARIOUS FEDERAL GRANTS	8.0	12/28/93	/ /	-150189
21-4-0103	25-4-6703	0	0	0	0	5	FY94 DELEGATION OF AUTHORITY	5.0	12/22/93	01/10/94	19
21-4-0104	11-4-5040	760394	1	0	0	5	Norton Sound Superexclusive Registration	5.0	11/30/93	12/15/93	15
21-4-0106	7-4-2480	762122	1	0	336	5	JTPA SECTION 123, EDUCATION	25.0	12/17/93	01/06/94	20
21-4-0112	21-4-0112	762568	1	0	0	5	JTPA TITLE III NATL RESERVE ACCT GRANT/SITKA DISLOCAT WRKR	794.4	12/28/93	01/11/94	14
-*	***-****	6749786	33	0	3950			2,182.2			-149799

Sum

Number of Observations: 25

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
25-3-3316	10-3-1342	0	0	0	0	5	RS 2477 Close out	33.8	10/11/93	10/29/93	18
25-4-1006	25-4-1006	715473	13	0	0	5	Central Region Federal CIP Receipts Payroll Suspense	967.0	07/20/93	07/27/93	7
25-4-1007	25-4-1007	715473	17	0	0	5	Clerical Support for Central Planning	18.2	07/20/93	07/27/93	7
25-4-1008	2-4-6019	0	0	0	0	5	AIA Security Access Control Project	105.0	08/13/93	08/20/93	7
25-4-1011	25-4-1011	715473	20	0	0	5	Admin/Secretarial Support for Central Region M&O	22.7	07/21/93	07/27/93	6
25-4-1012	25-4-1012	0	0	0	0	5	Personell/Payroll/Supply/Procurement for Central Region M&O	44.7	07/21/93	07/27/93	6
25-4-1013	25-4-1013	0	0	0	0	5	Personnel/Payroll And Supply/Procurement for Central Design	15.4	07/21/93	07/27/93	6
25-4-1014	25-4-1014	715473	27	0	0	5	Admin/Engineering Support to CE M&O	70.5	07/21/93	07/27/93	6
25-4-1017	41-4-0005	740463	1	0	0	5	Anchorage Court House Janitorial Services	117.6	09/13/93	09/20/93	7
25-4-1018	25-4-1018	729951	17	0	0	5	Professional Service Contracts Coordinator for AIA P's	5.0	08/20/93	08/24/93	4
25-4-1019	25-4-1019	729951	9	0	0	5	DBE Certifications for Airport Retail & Serv Concessions	3.0	08/11/93	08/13/93	2
25-4-1020	25-4-1020	729951	33	0	0	5	Tiedowns Hearing Officer	2.5	08/30/93	09/13/93	14
25-4-1021	25-4-1021	729951	11	0	0	5	Technical Support - AIA Building Plans	2.5	08/20/93	08/24/93	4
25-4-1022	25-4-1022	0	0	0	0	5	D&C Services provided to M&O	50.0	07/23/93	07/30/93	7
25-4-1023	8-4-0035	0	0	0	0	5	Girdwood Rail Ridership Survey	2.5	07/29/93	08/04/93	6
25-4-1025	25-4-1025	715473	39	0	0	5	Naknek/King Salmon Highway Road Repairs	20.0	07/28/93	07/30/93	2
25-4-1026	10-4-0582	0	0	0	0	5	Larsen Bay Driveway	9.7	08/13/93	09/13/93	31
25-4-1029	25-4-1029	0	0	0	0	5	Gosnell Building Maintenance	5.0	08/20/93	08/24/93	4
25-4-1034	9-4-1016	0	0	0	415	5	1994 DOT/PF. Jewel Lake State Armory Use	21.6	10/12/93	10/20/93	8
25-4-1035	3-4-0065	757048	4	0	0	5	FY94 Legal Services for AIA and FIA	152.4	11/10/93	11/15/93	5
25-4-1041	5-4-2018	740791	1	0	0	5	Western District Boundry Change - Hwys & Aviation	644.8	09/09/93	09/28/93	19
25-4-1042	5-4-2046	740791	2	0	0	5	Western District Boundry Change - Facilities	31.4	09/09/93	09/28/93	19
25-4-1043	25-4-2019	740791	3	0	0	5	Western District boundry Change	178.7	09/09/93	09/28/93	19
25-4-1047	2-4-0090	740290	3	0	0	5	FY 94 Excessed Equipment Sales	35.0	09/03/93	09/20/93	17
25-4-1051	25-4-1051	729951	40	0	0	5	Central Region D&C Engineering Mgmt. Payroll Suspense	1,831.6	09/20/93	09/22/93	2
25-4-1056	21-4-0058	742876	1	0	0	5	Purchase Grader for Kipnuk Traditional Council	66.0	09/20/93	10/20/93	30
25-4-1057	25-4-1057	729951	52	0	0	5	SW DCE\External EEO Payroll Suspense	622.2	09/20/93	09/22/93	2
25-4-1061	10-4-0591	745247	1	0	0	5	Outhouses Hatcher Pass Road	60.0	09/23/93	10/05/93	12
25-4-1063	10-4-0594	745247	2	0	0	5	DOTPF Application and Case File Processing	50.0	09/23/93	10/29/93	36
25-4-1064	25-4-1064	0	0	0	0	5	Rental of Shop Space to Central Region State Equipment Fleet	489.8	09/16/93	09/22/93	6
25-4-1068	10-4-0595	745443	3	0	0	5	Igiugig Airport Reconstruction Mitigation	50.0	09/24/93	10/06/93	12
25-4-1070	25-4-1070	0	0	0	0	5	Tech support of Leasing & Property Management Activities	5.0	10/05/93	10/08/93	3
25-4-1073	25-4-1073	741104	11	0	0	5	Programs and budget	366.9	10/12/93	10/20/93	8
25-4-1074	20-4-2017	0	0	0	0	5	Fleet Vehicles body repair - Anchorage, Palmer and Wasilla	20.0	09/23/93	10/08/93	15
25-4-1090	12-4-0087	759160	1	0	0	5	AIRCRAFT RESCUE AND FIREFIGHTING TRAINING	47.0	11/24/93	12/06/93	12
25-4-1095	10-4-0635	762085	2	0	0	5	SEWARD HIGHWAY, BIRD CREEK SCENIC OVERLOOK & PED. ACCESS	62.3	12/06/93	12/16/94	375
25-4-1096	10-4-0634	762085	3	0	0	5	NINILCHIK RIVER AND DEEP CREEK SCENIC OVERLOOKS	100.0	12/06/93	12/16/94	375
25-4-1101	25-4-1101	754487	33	0	0	5	ADMINISTRATIVE/SECRETARIAL SUPPORT TO DESIGN & CONSTRUCTION	31.8	12/02/93	12/06/93	4

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
25-4-1117	25-4-1117	0	0	0	0	5	FY94 PROGRAMMER SUPPORT AR59075 CC25060155 PJ50546 ETC.	25.1	12/16/93	12/21/93	5
25-4-2002	25-4-2002	0	0	0	0	5	FY 94 Fairbanks International Airport Planning Support	38.2	08/09/93	08/13/93	4
25-4-2004	25-4-2004	723613	2	0	0	5	FY 94 Technology Transfer Pgm Payroll Suspense	203.6	07/20/93	07/27/93	7
25-4-2005	25-4-2005	723613	4	0	0	5	FY94 Northern Region Payroll Suspense	903.8	07/20/93	07/27/93	7
25-4-2007	10-4-0579	0	0	0	0	5	Copper River & Northwest Railroad Historic Structures	40.0	08/05/93	08/13/93	8
25-4-2008	10-4-0575	0	0	0	0	5	Nabesna Road Location Study	39.9	08/05/93	08/13/93	8
25-4-2009	25-4-2009	727814	3	0	0	5	M&O Capital Improvement Projects Western Dist	100.0	08/02/93	08/09/93	7
25-4-2010	25-4-2010	730021	1	0	0	5	SEF Mechanics Labor for Snow Removal/Other Operator Duties	10.0	08/19/93	08/13/93	4
25-4-2011	25-4-2011	0	0	0	0	5	Admin Support for M&O for South Central	86.5	08/32/93	08/06/93	4
25-4-2012	25-4-2012	0	0	0	0	5	Administrative Support for M&O	84.9	08/02/93	08/06/93	4
25-4-2013	25-4-2013	0	0	0	0	5	Provide Supply, Finance and Budget Support for M&O - North	45.0	07/28/93	07/30/93	2
25-4-2017	25-4-2017	727814	4	0	0	5	M&O Capital Improvement Projects	200.0	08/02/93	08/09/93	7
25-4-2021	10-4-0562	724634	5	0	0	5	Nulato Airport Repairs - Hydroseeding	12.5	07/20/93	07/30/93	10
25-4-2022	25-4-2022	726567	2	0	0	5	FY94 Engineering Management Payroll suspense AR 58387	1,486.5	07/28/93	07/30/93	2
25-4-2023	25-4-2023	727814	6	0	0	5	Computer Drafting support for Airport Leasing	0.0	08/02/93	08/09/93	-19717
25-4-2024	25-4-2024	0	0	0	0	5	Space Rental & Facilities Maint	86.4	08/02/93	08/06/93	4
25-4-2025	25-4-2025	0	0	0	0	5	M&O Operator Labor for Preventative Maint & Mech Spt	15.0	08/02/93	08/06/93	4
25-4-2026	25-4-2026	0	0	0	0	5	Space Rental and Facilities Maint	118.1	08/02/93	08/06/93	4
25-4-2028	10-4-0565	0	0	0	0	5	AK Hwy MP 1386 N. Cultural Resources Survey	8.7	07/23/93	07/30/93	7
25-4-2029	10-4-0566	0	0	0	0	5	Richardson Hwy MP 148-173 Cultural Resources Survey	7.6	07/23/93	07/30/93	7
25-4-2030	10-4-0567	0	0	0	0	5	AK HWY MP 1222 North Cultural Resources Survey	6.2	07/26/93	07/30/93	4
25-4-2034	25-4-2034	0	0	0	0	5	SEF Mechanics Labor for Snow Removal and other Operator	45.0	08/24/93	08/27/93	3
25-4-2035	25-4-2035	0	0	0	0	5	FY94 Garage Services, Western District	50.0	08/09/93	08/13/93	4
25-4-2036	25-4-2036	740776	1	0	0	5	FY94 Annual FAI ARFF School	2.0	09/09/93	09/13/93	4
25-4-2039	10-4-0589	743060	5	0	0	5	Richardson Highway 313 Erosion Control	2.5	09/15/93	09/20/93	5
25-4-2043	25-4-2043	0	0	0	0	5	FY 94 Garage Services, Southcentral District	35.6	08/24/93	08/27/93	3
25-4-2045	25-4-6690	746258	1	0	0	5	Nutirwik River Bridge Foundation Investigation	8.7	10/26/93	10/29/93	3
25-4-2047	9-4-0026	743204	1	0	415	5	Slana and Chitina Fuel Tanks	10.6	09/20/93	09/27/93	7
25-4-2048	25-4-2048	0	0	0	0	5	SEF Mechanics labor for M&O equipment Operator duties	66.5	09/21/93	09/27/93	6
25-4-2053	10-4-0600	0	0	0	0	5	Parks Hwy. to McGrath Road alternatives	17.9	10/11/93	10/20/93	9
25-4-2057	10-4-0601	749488	1	0	0	5	Cordova Airport improvements	42.0	10/11/93	10/20/93	9
25-4-2059	10-4-0621	756246	4	0	0	5	Copper River Highway - Stabilization of RR Maintenance line	11.0	11/08/93	12/16/94	403
25-4-2060	25-4-2060	0	0	0	0	5	Northern Reg. Interior Dist. Garage Services	214.7	10/05/93	10/08/93	3
25-4-2061	25-4-2061	0	0	0	0	5	Employee housing maintenance	11.0	10/15/93	10/20/93	5
25-4-2062	25-4-2062	0	0	0	0	5	Employee housing maintenance	6.6	10/15/93	10/20/93	5
25-4-2063	25-4-2063	0	0	0	0	5	Employee housing maintenance	46.2	10/15/93	10/20/93	5
25-4-2064	25-4-2064	0	0	0	0	5	Employee housing maintenance	9.6	10/15/93	10/20/93	5
25-4-2068	10-4-0642	0	0	0	0	5	RICHARDSON HWY MP 330 EROSION CONTROL	1.7	12/27/93	/ /	-150188

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
25-4-2070	25-4-1105	754487	10	0	0	5	EMERGENCY MEDICAL TRAINING	1.7	11/24/93	11/30/93	6
25-4-2071	25-4-1092	754487	14	0	0	5	Galena Airport leasehold appraisals	3.0	11/30/93	12/06/93	6
25-4-2073	10-4-2354	0	0	0	0	5	DALTON HWY, MILEPOST 90 TO 100 ARCHAEOLOGY SURVEY	7.1	12/14/93	12/28/93	14
25-4-2076	25-4-2076	0	0	0	0	5	Admin. support for maintenance & operations	70.0	11/30/93	12/06/93	6
25-4-2077	25-4-2077	0	0	0	0	5	Admin. support for maintenance and operations	68.4	11/30/93	12/06/93	6
25-4-2078	25-4-2078	0	0	0	0	5	Provide supply, finance & budget support Maint. & Operations	75.0	11/30/93	12/06/93	6
25-4-2080	25-4-2080	0	0	0	0	5	SPACE RENTAL AND FACILITIES MAINTENANCE	75.0	12/10/93	12/21/93	11
25-4-2082	25-4-1113	2542082	5	0	0	5	FY94 PROGRAMMER SUPPORT AR59075 CC25060155 RT50543 ETC	16.5	12/16/93	12/21/93	5
25-4-2083	25-4-1115	0	0	0	0	5	FY94 PROGRAMMER SUPPORT AR59075 CC25060155 PJ50545 ETC.	2.6	12/16/93	12/21/93	5
25-4-2087	25-4-1114	0	0	0	0	5	FY94 PROGRAMMER SUPPORT	6.0	01/13/94	/ /	-150205
25-4-2089	25-4-2089	769643	1	0	0	5	DESIGN AND CONSTRUCTION WORKING FOR MAINTENANCE & OPERATIONS	38.0	01/13/94	/ /	-150205
25-4-2111	6-4-0188	0	0	0	0	5	NOME YOUTH FACILITY CAPITAL FUND EQUIPMENT	59.3	12/15/93	/ /	-150176
25-4-3000	10-4-0558	721536	2	0	0	5	KTN-Tongass Ave Capacity Improvements	4.2	07/07/93	07/22/93	15
25-4-3001	10-4-0573	729780	2	0	0	5	Juneau - Salmon Creek to Vanderbilt - Glacier Hwy	4.0	08/02/93	08/09/93	7
25-4-3002	10-4-0572	729780	3	0	0	5	POW Point Baker Seaplane float	3.0	08/02/93	08/09/93	7
25-4-3003	10-4-0561	724634	4	0	0	5	Aitka Airport Access Road	4.0	07/20/93	07/30/93	10
25-4-3004	8-4-0048	750005	2	0	801	5	Bradfield Road Economic Assessment	85.0	11/19/93	12/16/94	392
25-4-3005	25-4-3265	740928	1	0	0	5	Haines Airport Terminal Building	75.0	10/01/93	10/06/93	5
25-4-3006	25-4-3266	0	0	0	0	5	State Equipment Fleet Space Rental	99.2	10/04/93	10/08/93	4
25-4-3007	25-4-3268	0	0	0	0	5	7 Mile Computer Services FY94	4.0	09/14/93	09/20/93	6
25-4-3009	25-4-3271	0	0	0	0	5	Design & Construction Services supporting M&O Facilities Proj.	15.0	10/04/93	10/08/93	4
25-4-3010	10-4-1573	0	0	0	0	5	JNU Salmon Crk to Vanderbilt - Extend Completion date	0.0	09/30/93	10/07/93	7
25-4-3011	10-4-1572	0	0	0	0	5	POW Point Baker Seaplane Float-Extend Completion Date	0.0	09/30/93	10/07/93	7
25-4-3012	10-4-1561	0	0	0	0	5	Sitka Airport Access Rd-Extend Completion date	0.0	09/30/93	10/07/93	7
25-4-3013	1-4-0804	726689	1	0	0	5	RS2477 Rights-of-Way Work plan	63.6	10/11/93	10/20/93	9
25-4-3014	10-4-0615	753270	1	0	0	5	1992 Statewide Multimodal Corridor Selection	9.5	10/27/93	10/29/93	2
25-4-3015	25-4-3283	755639	1	0	0	5	Juneau Brushing - 94 Deferred maintenance project	35.9	11/15/93	12/06/93	21
25-4-3016	25-4-3285	756160	1	0	0	5	Hydaburg Highway Emergency Services	50.0	11/08/93	11/15/93	7
25-4-3017	25-4-3288	0	0	0	0	5	Support Services on Maintenance and Operations projects	25.0	11/19/93	11/30/93	11
25-4-3018	10-4-1541	763789	3	0	0	5	JNU THANE ROAD RECONSTRUCTION (PJ 70134)	12.0	12/10/93	12/21/93	11
25-4-3019	25-4-3291	762643	1	0	0	5	HYDABURG HIGHWAY EMERGENCY SERVICES	50.0	12/10/93	12/21/93	11
25-4-3020	25-4-3293	0	0	0	0	5	LORING SEAPLANE FLAT REPAIRS	10.0	12/17/93	/ /	-150178
25-4-3021	25-4-3294	0	0	0	0	5	SOUTHEAST ALASKA SMALL BOAT HARBOR EVALUATIONS	25.0	12/17/93	01/10/94	24
25-4-3253	25-4-3253	726085	1	0	0	5	Payroll suspense mechanism for SE Maint & Ops Support	168.0	07/23/93	07/30/93	7
25-4-3255	25-4-3255	726957	1	0	0	5	FY94 SE REgion Payroll Suspense Mechanism for D&C	1,159.0	07/28/93	07/30/93	2
25-4-3263	25-4-3263	737109	1	0	0	5	Payroll suspense mechanism for FY94	189.0	09/16/93	09/22/93	6
25-4-3267	25-4-3267	741113	1	0	0	5	FY94 SE Payroll Suspense Mechanism for D&C -Reduce RSA	-231.7	09/20/93	09/27/93	7
25-4-6667	25-4-6667	717905	1	0	0	5	FY94 Technical Mainframe Chargeback	100.0	06/23/93	06/28/93	5

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
25-4-6669	25-4-1046	729951	23	0	0	5	Bridge Inspection Program	18.0	08/30/93	09/13/93	14
25-4-6672	25-4-6672	728121	1	0	0	5	FY94 Payroll Suspense for Operating Appropriation 57631	917.9	07/28/93	08/13/93	16
25-4-6673	25-4-6673	725356	1	0	0	5	DOT Info Systems Payroll Suspense Plan	230.0	07/20/93	07/27/93	7
25-4-6681	12-4-0100	769348	1	0	0	5	TRUCK CONFORMANCE TO WEIGHT REGULATIONS	25.0	01/07/94	/ /	-150199
25-4-6682	25-4-6682	736615	1	0	0	5	HQ Payroll Suspense Mechanism for Internal Review	724.2	09/20/93	09/22/93	2
25-4-6687	1-4-0815	748614	2	0	0	5	Studded Tire Information Campaign	25.0	10/07/93	10/15/93	8
25-4-6688	3-4-0041	745520	6	0	0	5	FY 95 Transportation Legal Services	2,426.5	09/24/93	10/06/93	12
25-4-6691	2-4-6069	741770	58	0	0	5	FY94 Telecommunications Services	116.0	10/21/93	10/29/93	8
25-4-6696	12-4-0089	759746	1	0	0	5	PURCHASE OF PORTABLE TRUCK WEIGHT SCALES	100.0	12/10/93	01/06/94	27
25-4-6699	25-4-6699	752905	1	0	0	5	Hq. payroll suspense mechanism for planning	1,490.0	10/26/93	10/29/93	3
25-4-6701	5-4-0561	754473	10	0	0	5	Records Center Storage	6.5	11/08/93	11/30/93	22
25-4-6705	25-4-3704	758690	1	0	0	5	SOUTHEAST REGION HSIP TRAFFIC SAFETY ENGINEERING	120.0	11/24/93	/ /	-150155
25-4-7001	2-4-0034	722992	11	0	0	5	Cost of Living Differential Investigation	20.0	07/12/93	07/22/93	10
25-4-7002	2-4-1201	0	0	0	0	5	Health Insurance Premiums for Marine Hwy	286.5	07/26/93	08/05/93	10
25-4-7203	25-4-3276	749595	1	0	0	5	Haines Ferry term. upland improv. AMHS CIP Program	43.9	10/26/93	10/29/93	3
25-4-7204	25-4-3264	737922	1	0	0	5	Cash Control, Field Warrant Review, Ticket Stock	9.2	09/09/93	09/13/93	4
25-4-7206	20-4-2022	0	0	0	0	5	Provide Laundry services for Alaska Marine Hwy	240.0	09/17/93	09/22/93	5
25-4-7207	25-4-3277	749595	2	0	0	5	Ketchikan Terminal Bldg. Replacement AMHS CIP Program	25.9	10/26/93	10/29/93	3
25-4-7208	25-4-3278	749595	3	0	0	5	Ketchikan mooring realignment AMHS CIP Program	94.1	10/26/93	10/29/93	3
25-4-7209	25-4-3279	749595	4	0	0	5	Hoonah Mooring improvements AMHS CIP Program	9.5	10/26/93	10/29/93	3
25-4-7210	25-4-3280	749595	5	0	0	5	Kake Mooring Improvements AMHS CIP Program	58.2	10/26/93	10/29/93	3
25-4-7211	25-4-7211	746271	1	0	0	5	Payroll suspense mechanism for AMHS	86.0	10/12/93	10/20/93	8
25-4-7215	2-4-6070	741770	53	0	0	5	FY94 Telecommunication Services	60.0	10/04/93	10/13/93	9
25-4-7217	3-4-0066	7570048	5	0	0	5	Legal Services M/V Taku repower Project 75105/F9500(24)	100.0	11/10/93	11/15/93	5
25-4-7219	11-4-5044	763513	1	0	0	5	AK OUTDOORS/ARTS ON THE FERRIES PROGRAM	25.0	12/22/93	12/28/93	6
25-4-7221	25-4-7221	769038	1	0	0	5	M/V TUSTUMENA AUXILIARY REPOWER	38.0	01/10/94	/ /	-150202
-*	***-****	71607860	640	0	1631			20,137.9			-1218664
Sum											

Number of Observations: 140

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
30-4-0002	2-4-6055	741770	30	0	0	5	FY 94 Telecommunications Services	3.3	09/09/93	09/22/93	13
30-4-0002	2-4-6055	741770	30	0	0			3.3			13
Sum											

Number of Observations: 1

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
31-4-7101	2-4-0019	0	0	0	0	5	FY 94 Insurance for Leg Affairs Adminn Svcs	10.3	08/02/93	08/05/93	3
31-4-7103	2-4-6059	741770	31	0	0	5	FY 94 Telecommunications Services	87.8	09/09/93	09/22/93	13
31-4-7104	5-4-0583	741056	2	0	0	5	Micrographic Services	9.0	09/13/93	09/22/93	9
94-4-1308	10-2-6661	1462826	33	0	0			107.1			25
Sum											

Number of Observations: 3

REQ ADM	SVC ADM	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
32-4-0003	2-4-6056	741770	32	0	0	5	FY 94 Telecommunications Services	2.6	09/09/93	09/22/93	13
32-4-0004	5-4-0592	734353	36	0	0	5	Micrographic Services for FY 94	2.5	08/24/93	09/16/93	23
64-8-0007	7-8-6648	1476123	68	0	0			5.1			36
Sum											

Number of Observations: 2

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
33-4-0003	2-4-0021	0	0	0	0	5	FY 94 Insurance for Risk Management	0.9	08/23/93	08/23/93	0
33-4-0004	2-4-6060	0	0	0	0	5	FY94 Telecommunication Services	1.5	09/16/93	09/22/93	6
66-8-0007	4-8-6081	0	0	0	0			2.4			6
Sum											

Number of Observations: 2

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
41-4-0001	2-4-0022	0	0	0	0	5	FY 94 Insurance funds for Risk Mgmt	54.6	06/29/93	07/08/93	9
41-4-0003	25-4-1066	741104	8	0	0	5	Anchorage Courthouse Expansion-Management & admin assistance	20.0	09/27/93	10/06/93	9
41-4-0004	5-4-0604	741056	25	0	0	5	Charges for access to the State Telecommunications Network for FY	3.0	09/13/93	09/22/93	9
41-4-0009	25-4-1060	729951	51	0	0	5	Close-out Phase II McCool Carlson Green Design Contract	-20.6	09/15/93	09/20/93	5
41-4-0010	3-4-0053	752950	1	0	0	5	Anchorage Courthouse Expansion Project Legal Services	20.0	10/27/93	10/28/93	1
41-4-0016	10-4-0663	769196	1	0	0	5	ACQUISITION OF ANCHORAGE TIMES PROPERTIES	11.1	01/05/94	/ /	-50197
41-4-0027	3-4-0039	745520	5	0	0	5	Bid Protests - Anchorage Courthouse structural bid pkg	10.0	09/24/93	09/27/93	3
-*-*	75-8-3507	4479777	91	0	0			98.1			-150161
Sum											

Number of Observations: 7

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
45-4-0005	10-4-0551	721536	1	0	0	5	Administration of Tolum Road Timber Sale - Kenai Peninsula	14.3	07/07/93	08/09/93	33
45-4-0020	5-4-0557	728528	14	0	0	5	Facility Rental	10.0	08/02/93	09/10/93	39
45-4-0028	7-4-0750	0	0	0	1807	5	Vocational Counseling Services	25.0	08/20/93	09/16/93	27
45-4-0032	18-4-0050	735025	2	0	0	5	Analyses of Current Environmental Samples of Cook Inlet, AK	61.8	08/24/93	09/20/93	-19697
45-4-0034	11-4-5026	747096	1	0	0	5	Otolith Thermal Marketing Standards	6.2	10/01/93	10/08/93	7
45-4-0039	11-4-5048	765947	1	0	0	5	LONG-TERM MONITORING & REMOTE SENSING; C-LAB 1.	5.0	12/21/93	/ /	-15018?
45-4-0065	5-4-0603	741056	22	0	0	5	Telecommunications Services	6.8	09/13/93	09/20/93	7
45-4-0084	7-4-0190	725474	5	0	336	5	UA Voc/Tech Course Participant Tracking	14.0	09/27/93	12/20/93	84
45-4-0086	11-4-5022	0	0	0	0	5	Crooked Creek Rehabilitation Project	7.1	09/28/93	10/25/93	27
45-4-0088	12-4-0070	0	0	0	0	5	Alaska Law Enforcement Training ALET 11	172.3	10/21/93	10/29/93	8
45-4-0093	6-4-0186	0	0	0	0	5	STUDENT HEALTH SERVICES - UAS	25.0	01/03/94	/ /	-150195
45-4-0116	5-4-0673	759915	12	0	0	5	ACCESS TO STATE DATA/NETWORK/ANNUAL MAINTENANCE	16.2	11/24/93	12/20/93	26
45-4-0124	11-4-5043	0	0	0	0	5	APPLICATIONS OF SIDESCAN SONAR AND LASER	0.0	12/08/93	12/17/93	9
45-4-0130	2-4-6073	760884	6	0	0	5	FY94 Telecommunication services	33.0	11/30/93	12/20/93	20
45-4-0821	5-4-0605	742683	34	0	0	5	Telecommunications - Western Library Network	4.9	09/23/93	10/06/93	13
-*	***-****	7428144	98	0	2143			401.6			-319774
Sum											

Number of Observations: 15

REQ ADN	SVC ADN	BATCH #	SEQ #	REQ COMP #	SVC COMP #	TYPE	DESCRIPTION (truncated to 65 characters)	\$ AMOUNT	DATE IN	DATE OUT	NUM DAYS
..**	**..****	*****	4914	****	****			124,645.5			*****

Sum

Number of Observations: 912

11

Audit Report

DEPARTMENT OF HEALTH AND
SOCIAL SERVICES
COMMISSIONER'S OFFICE
FUND TRANSFERS AND
RELATED EXPENDITURES

July 2, 1993



Audit Control Number:

06-4465-93

Division of Legislative Audit

P.O. Box 113300, Juneau, Alaska 99811-3300

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

DIVISION OF LEGISLATIVE AUDIT

The Legislative Budget and Audit Committee is a permanent interim committee of the Alaska Legislature. The committee is made up of five senators and five representatives, with one alternate from each legislative chamber. The chairmanship of the committee alternates between the two chambers every legislature.

The committee is responsible for providing the legislature with audits of state government agencies. The programs and activities of state government now cost more than \$5 billion a year. As legislators and administrators try increasingly to allocate state revenues effectively and make government work more efficiently, they need information to evaluate the work of governmental agencies. The audit work performed by the Division of Legislative Audit helps provide that information.

As a guide to all their work, the Division of Legislative Audit complies with generally accepted auditing standards established by the American Institute of Certified Public Accountants and with government auditing standards established by the U.S. General Accounting Office.

Audits are performed at the direction of the Legislative Budget and Audit Committee. Individual legislators or committees can submit requests for audits of specific programs or agencies to the committee for consideration. Copies of all completed audits are available from the Division of Legislative Audit's offices in either Anchorage or Juneau.

BUDGET AND AUDIT COMMITTEE

Senator Randy Phillips, Chairman
Senator Al Adams
Senator Steve Frank
Senator Steve Rieger
Senator Bert Sharp
Senator Jay Kerttula (alternate)

Representative Terry Martin, Vice Chair
Representative John Davies
Representative Mark Hanley
Representative Ron Larson
Representative Eilcen MacLean
Representative Sean Parnell (alternate)

DIVISION OF LEGISLATIVE AUDIT

Randy S. Welker, CPA
Legislative Auditor
Merle R. Jenson, CPA
Deputy Legislative Auditor

P.O. Box 113300
Juneau, Alaska 99811-3300

(907) 465-3830, Juneau
(907) 561-1445, Anchorage
(907) 465-2347, Juneau FAX

ALASKA STATE LEGISLATURE

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

Division of Legislative Audit



P. O. Box 113300
Juneau, AK 99811-3300
(907) 465-3830
FAX (907) 465-2347

July 2, 1993

Members of the Legislative Budget
and Audit Committee:

In accordance with the provisions of Title 24 of the Alaska Statutes, the attached report is submitted for your review.

DEPARTMENT OF HEALTH AND SOCIAL SERVICES
COMMISSIONER'S OFFICE
FUND TRANSFERS AND RELATED EXPENDITURES

July 2, 1993

Audit Control Number

06-4465-93

The audit addresses the circumstances and legal basis surrounding the Department of Health and Social Services commissioner's office use of Reimbursable Services Agreements (RSAs) to obtain funds from operating divisions to supplement the commissioner's office budget. We also attempted to ascertain whether the divisions transferring funds to the Commissioner's office were receiving services directly related to those transferred funds and how the funds were expended. The report also addresses the purpose and concept of RSAs.

The audit was conducted in accordance with governmental performance auditing standards. Fieldwork procedures utilized in the course of developing the findings and discussion presented in this report are discussed in the Objectives, Scope, and Methodology section of this report.

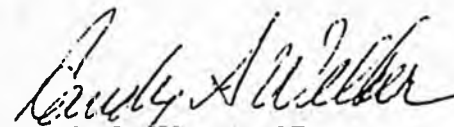

Randy S. Welker, CPA
Legislative Auditor

TABLE OF CONTENTS

	<u>Page</u>
Objectives, Scope, and Methodology	1
Organization and Function	3
Auditor's Conclusion	5
Auditor's Analysis	7
Findings and Recommendation	15
Appendix:	
A: Legislative Affairs, Division of Legal Services Memorandum	17
Agency Response:	
Department of Health and Social Services	19
Legislative Audit's Additional Comments	23

OBJECTIVES, SCOPE, AND METHODOLOGY

In accordance with Title 24 of the Alaska Statutes and a special request by the Legislative Budget and Audit Committee, an audit was conducted to address the circumstances surrounding the Department of Health and Social Services (DHSS) commissioner's office use of Reimbursable Services Agreements (RSAs) to obtain funds from operating divisions to supplement the commissioner's office budget.

Objectives

The primary objective of this report is to document the circumstances and issues surrounding DHSS' use of RSAs to supplement the department's commissioner office budget. Secondary objectives were to evaluate the legal basis for those fund transfers and to identify whether or not DHSS' use of RSAs for this purpose was proper.

Scope

We focused our review primarily on DHSS commissioner's office expenditures for fiscal years 1992 and 1993, RSA transactions between operating divisions and the commissioner's office, and the legal authority for those transactions.

Methodology

Our evaluation of the decision to utilize RSAs to supplement the commissioner's office budget involved review and analysis of the following documents and interviews:

1. Fiscal years 1991 - 1993 RSAs between the commissioner's office and DHSS operating divisions.
2. DHSS documents showing the methods used to allocate the commissioner's office expenditures to the funding operating divisions.
3. An assessment of the nature and extent of the services rendered by the commissioner's office to the funding operating divisions through inquiry and review of expenditures.
4. Review of legal memorandum issued by the Legislative Affairs Agency, Division of Legal Services.

ORGANIZATION AND FUNCTION

The Department of Health and Social Services (DHSS) Office of the Commissioner represents the governor of Alaska on health and social services issues and provides executive leadership in fulfilling the governor's goals.

The office defines and clarifies policy; has final review authority of department programs; provides a unified focus for management direction and program coordination among the divisions; and represents the department in addressing private providers, federal delegations, and the legislature.

Within the Office of the Commissioner are two deputy commissioners who are responsible for Direct Services Programs and Financial Programs, the department's special assistant for legislative affairs and the department's information officers.

The department works with a number of citizen advisory boards. Their members include citizens appointed by the governor for the purpose of advising the department about policies concerning health and social service programs.

Within the department are the following divisions and programs:

Division of Administrative Services

Budget, Personnel, and Payroll; Facilities; Finance; Planning; and Supply Sections.

Division of Family and Youth Services

Adult Protective Services, Foster Care, Residential Child Care, Family Services, Early Intervention Services, Youth Corrections, and Social Services Block Grants.

Division of Mental Health and Developmental Disabilities

Community Mental Health Centers, Community support for the Developmentally Disabled, Alaska Psychiatric Institute, Harborview Developmental Center, Alaska Youth Initiative, Mental Health Housing Project, Village Suicide Prevention Program, Village Research and Demonstration Projects, Youth Peer Helper Program, and Alaska Family Resource Specialist Program.

CORRECTION

**THIS DOCUMENT
HAS BEEN REPHOTOGRAPHED
TO ASSURE LEGIBILITY**

OBJECTIVES, SCOPE, AND METHODOLOGY

In accordance with Title 24 of the Alaska Statutes and a special request by the Legislative Budget and Audit Committee, an audit was conducted to address the circumstances surrounding the Department of Health and Social Services (DHSS) commissioner's office use of Reimbursable Services Agreements (RSAs) to obtain funds from operating divisions to supplement the commissioner's office budget.

Objectives

The primary objective of this report is to document the circumstances and issues surrounding DHSS' use of RSAs to supplement the department's commissioner office budget. Secondary objectives were to evaluate the legal basis for those fund transfers and to identify whether or not DHSS' use of RSAs for this purpose was proper.

Scope

We focused our review primarily on DHSS commissioner's office expenditures for fiscal years 1992 and 1993, RSA transactions between operating divisions and the commissioner's office, and the legal authority for those transactions.

Methodology

Our evaluation of the decision to utilize RSAs to supplement the commissioner's office budget involved review and analysis of the following documents and interviews:

1. Fiscal years 1991 - 1993 RSAs between the commissioner's office and DHSS operating divisions.
2. DHSS documents showing the methods used to allocate the commissioner's office expenditures to the funding operating divisions.
3. An assessment of the nature and extent of the services rendered by the commissioner's office to the funding operating divisions through inquiry and review of expenditures.
4. Review of legal memorandum issued by the Legislative Affairs Agency, Division of Legal Services.

5. Discussions were held with the following personnel:

Director, DHSS Division of Administrative Services
Administrative Assistant, DHSS Division of Administrative Services
Budget Chief, DHSS
Director, DHSS Division of Public Assistance
Director, DHSS Division of Medical Assistance
Finance Officer, DHSS Division of Family and Youth Services
Director, DHSS Division of Public Health
Director, DHSS Division of Alcoholism and Drug Abuse
Acting Director, Division of Mental Health and Developmental Disabilities
Accounting Supervisor, DHSS
Budget Analyst, Office of Management and Budget
Director, Division of Budget Review, Office of Management and Budget
Budget Analyst, Division of Legislative Finance
Counsel, Legislative Affairs Agency, Division of Legal Services

ORGANIZATION AND FUNCTION

The Department of Health and Social Services (DHSS) Office of the Commissioner represents the governor of Alaska on health and social services issues and provides executive leadership in fulfilling the governor's goals.

The office defines and clarifies policy; has final review authority of department programs; provides a unified focus for management direction and program coordination among the divisions; and represents the department in addressing private providers, federal delegations, and the legislature.

Within the Office of the Commissioner are two deputy commissioners who are responsible for Direct Services Programs and Financial Programs, the department's special assistant for legislative affairs and the department's information officers.

The department works with a number of citizen advisory boards. Their members include citizens appointed by the governor for the purpose of advising the department about policies concerning health and social service programs.

Within the department are the following divisions and programs:

Division of Administrative Services

Budget, Personnel, and Payroll; Facilities; Finance; Planning; and Supply Sections.

Division of Family and Youth Services

Adult Protective Services, Foster Care, Residential Child Care, Family Services, Early Intervention Services, Youth Corrections, and Social Services Block Grants.

Division of Mental Health and Developmental Disabilities

Community Mental Health Centers, Community support for the Developmentally Disabled, Alaska Psychiatric Institute, Harborview Developmental Center, Alaska Youth Initiative, Mental Health Housing Project, Village Suicide Prevention Program, Village Research and Demonstration Projects, Youth Peer Helper Program, and Alaska Family Resource Specialist Program.

Division of Public Assistance

Aid to Families with Dependent Children, Food Stamps, Medicaid, General Relief Assistance, General Relief Medical, Energy Assistance, Adult Public Assistance, and Alaska Work Program (JOBS).

Division of Medical Assistance

Medicaid payments, General Relief Medical payments, Medical Care Advisory Committee, and Certification and Licensing.

Division of Public Health

Public Health Nursing; Epidemiology; Maternal, Child, and Family Health; Public Health Laboratories; Emergency Medical Services; Bureau of Vital Statistics; and Health grants.

Office of Alcoholism and Drug Abuse

Alcohol and Drug Abuse Programs, Alcohol Safety Action Program, Alcohol Prevention Programs, Youth Substance Abuse Programs, Inhalant Abuse Services, Inmate Substance Abuse Programs, and Federal Block Grants.

AUDITOR'S CONCLUSION

By using unbudgeted Reimbursable Services Agreements (RSAs), the Department of Health and Social Services (DHSS) effectuated fund transfers between appropriations for at least the past three fiscal years, which is contrary to law. Additionally, by utilizing these funds differently than originally budgeted for, DHSS violated the spirit and intent of the legislature's appropriation authority.

As discussed in greater detail in the Auditor's Analysis section of this report, DHSS determined that the funding levels provided by the legislature and approved by the governor were insufficient to meet the commissioner's operating needs. The appropriations to the commissioner's office in FY 92 and FY 93 were less than the agency had requested. Rather than adapting to the reduced funding levels, the commissioner's office continued to expend at levels originally requested by the agency. To fund the anticipated over-expenditures, the commissioner's office executed RSAs with seven divisions within the department approximating \$264,700 and \$93,900 in fiscal years 1992 and 1993, respectively. Contrary to proper use, these RSAs were not initiated based on a discernable or identifiable scope of services that the commissioner's office would render to those seven divisions, but rather were based on a desired funding level beyond that authorized. Lacking an identified scope of services at the time the RSA was executed to measure against, these RSAs did not create the contractual relationship (and therefore obligation) that should exist between a requesting and servicing agency.

The method by which the commissioner's office expenditures were charged against the RSAs further supports the conclusion that there was no basis for the RSAs other than the need to maintain expenditures within the commissioner's office at their desired, rather than appropriated, levels.

Our review of the commissioner's office expenditures charged to the various divisions budgets identified a number of transactions that are of debatable benefit to those divisions. For example, we question what benefits the Division of Family and Youth Services received by paying for "fashion accessories" for foreign dignitaries, customized stationary, and travel to Russia.

Additionally, the commissioner's office personal services expenditures charged against the FY 92 RSA and allocated to the various divisions included costs for three positions which were not funded by the legislature.

This method of financing operational needs beyond that appropriated by the legislature is not limited to DHSS. We have been informed that other departments use RSAs to transfer operating funds from various divisions to fund activities in other operational areas. Recent examples of using RSAs to avoid legislative appropriation — or in response to an appropriation — include the Media Center within the Office of the Governor. Another example is the Department of Administration's plans for establishing a video teleconference network by transferring funds from departmental travel budgets, despite the possibility that

those departments may not utilize the network. We believe these types of funding decisions for programs or activities are within the purview of the legislature.

Other than indirect references in AS 36.30 (state procurement code), the Alaska Statutes are relatively silent on the purpose and use of RSAs. As evidenced by the above, RSAs can effectuate a transfer of expenditures between appropriations to circumvent the legislature's appropriation authority. We recommend that the legislature consider legislation which would statutorily define the legitimate purposes and uses of RSAs.

AUDITOR'S ANALYSIS

In 1981, the Office of Management and Budget (OMB) requested an opinion from the Department of Law as to whether or not an appropriation to the commissioner of the Department of Health and Social Services (DHSS) could be used to pay expenses of the Board of Parole.

The Attorney General issued a memorandum, stating in part:

The board of parole is located within the Department of Health and Social Services. AS 33.15.010. The commissioner of health and social services is the head of that department. AS 44.29.010. One of the duties of the department is to administer health and social services programs, AS 44.29.020, probation and parole. Id. All commissioners of the principal departments have broad supervisory authority over all functions of their departments. AS 44.17. Because of this relationship, we have long taken the position that an appropriation to the office of the commissioner of any department is, unless otherwise validly restricted, a lump-sum appropriation to the department. That is so here.

Accordingly, money appropriated to the office of the commissioner of health and social services may be expended in support of the board of parole.

In the fall of 1990 (FY 91), the former DHSS commissioner approved an unbudgeted Reimbursable Services Agreement (RSA) which provided additional funding to the commissioner's office, Office of Personnel and Payroll, and the Division of Administrative Services. The RSA, in the amount of \$234,600, was funded by the Divisions of Public Assistance, Medical Assistance, Family and Youth Services, Public Health, Alcohol and Drug Abuse, and Mental Health and Developmental Disabilities. Of that amount, the commissioner's office received \$49,900 which was intended to cover travel expenditures for the commissioner's office for commissioner related travel to attend "high level management" meetings.

It appears that the authority which DHSS used to execute the RSA was the Attorney General's 1981 memorandum cited above. However, the funding for the "high level management" RSAs is not comparable to the 1981 situation nor is it addressed in the memorandum. Rather than providing funding from the Office of the Commissioner to operating divisions within DHSS, these RSAs are transferring funds from operating divisions to the commissioner's office.

Commissioner's office RSA use continues despite budget reductions and governor veto

In FY 92 with the change in administration, the present DHSS commissioner continued the practice of using unbudgeted RSAs to fund the operations of the commissioner's office. For

FY 92 the commissioner requested funding for his office in the amount of \$891,400, which included \$775,100 for eleven positions. This was amended down by the Governor's Office to a request of \$825,900, which included \$712,800 in personal services for ten positions. However, the House, Senate, and Conference Committees each recommended a funding level of \$624,900, allocating \$511,800 to personal services for funding of seven positions. The legislature's appropriation of \$624,900 was further reduced by a governor's veto in the amount of \$1,500, for an authorized budget of \$623,400. This level of funding represented a \$268,000 reduction from the commissioner's request (of which the largest reduction was in personal services in the amount of \$263,300).

In response to the \$623,400 budget approved by the legislature and governor, on July 2, 1991 (two days into the new fiscal year) DHSS internally determined the commissioner's office required \$888,100 to cover operating expenditures for FY 92, representing a \$264,700 shortfall (which approximates the reduction in personal services). See Exhibit "A" below.

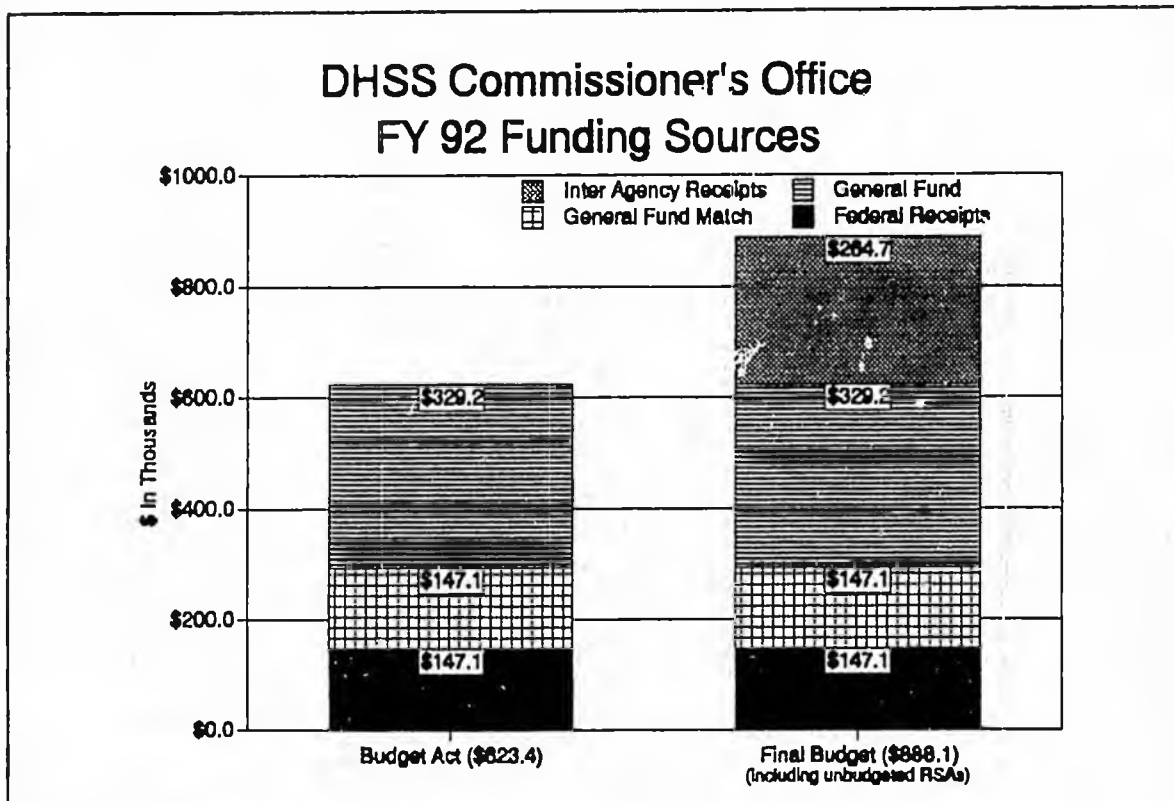


Exhibit A

To accommodate the shortfall, DHSS established an unbudgeted RSA in the amount of \$264,700. The commissioner's office expenditure authority was increased by this amount with contributions from the Divisions of Administrative Services, Public Health, Medical Assistance, Public Assistance, Family and Youth Services, Mental Health and Developmental Disabilities, and Alcoholism and Drug Abuse. Also as stated above, in its FY 92 governor's amended budget submission, the commissioner's office had requested funding for ten positions. The House, Senate, Conference Committees, and final budget act funded seven

of those positions. DHSS used the FY 92 RSA to fund personal services at the level the commissioner's office originally requested.

DHSS acknowledges commissioner office RSAs impacts program service delivery

In FY 93 DHSS budgeted for reinstatement of general fund monies in the amount of \$220,000. In its "Form C5" increment/decrement request DHSS stated that if general fund monies are restored no additional RSAs would be required, while also acknowledging "because the RSA impacts program service, a decision was made to reinstate general funds via an increment for services provided by the Commissioner's Office."

OMB approved the funding level, however, changed the funding source from general fund to inter-agency receipts. While reducing the agency request by \$73,500, the legislature and governor did approve the \$220,000 inter-agency funding source. However, in December 1992, the commissioner's office was once again projecting a shortfall. In a memorandum to all division directors the commissioner noted:

I have reviewed the current status of the Commissioner's Office budget and have determined that it is in the best interest of the Department to continue FY93 at the current rate of expenditure. This will require additional funds from each division . . .

The commissioner's office then executed RSAs with the seven divisions mentioned previously in the amount of \$93,900, increasing total inter-agency receipt authorizations to the commissioner's office to \$318,600. See Exhibit "B" below.

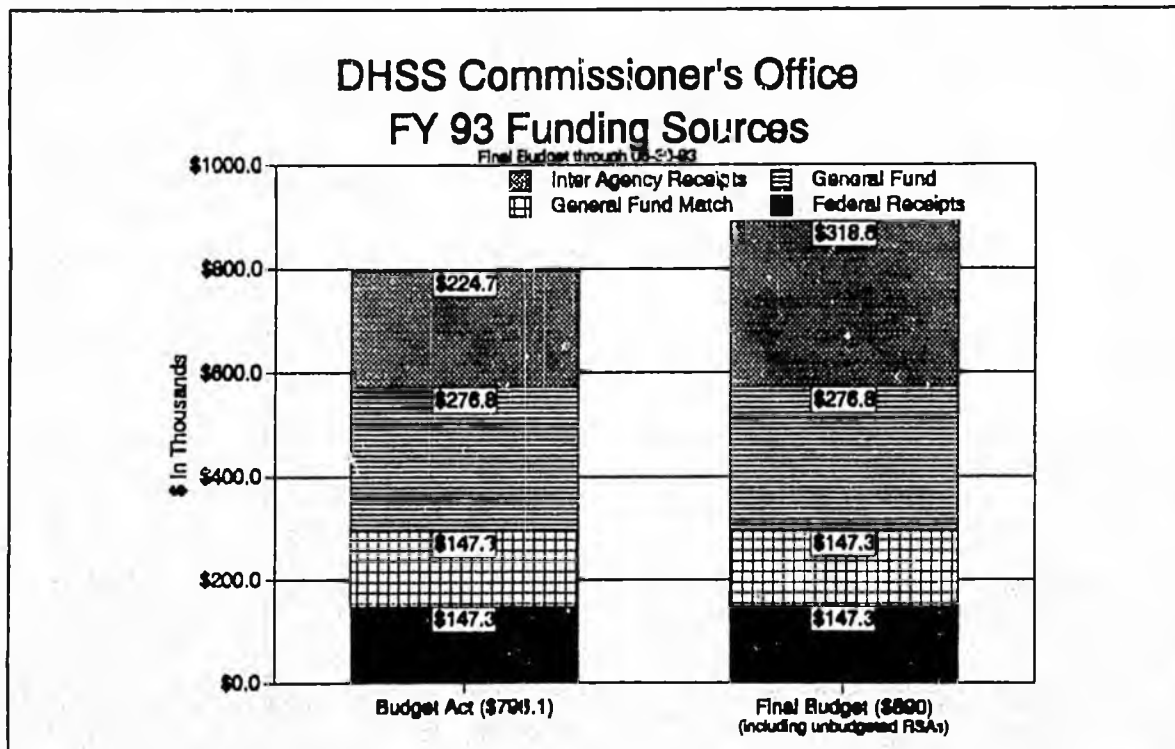


Exhibit B

Legal opinion condemns DHSS' use of RSAs to transfer expenditures

At the request of Representative Nordlund who was interested in DHSS funding methods, the Division of Legal Services, Legislative Affairs Agency issued a memorandum opinion in February 1993. The memorandum (see Appendix "A") states in part:

You have asked whether certain transfers of appropriations from programs in the Department of Health and Social Services to the commissioner's office through the use of reimbursable service[s] agreements (RSA's) were appropriate. The short answer is no.

The memorandum further states:

If the legislature had wanted the commissioner's office to fulfill the functions funded by the RSA's, the legislature would have appropriated the money to the commissioner rather than to the programs. It is hard to conceive of a more blatant violation of AS 37.07.080(e) than the manipulation of the Health and Social Services budget described by [Legislative Finance].

As was questioned in the legal opinion, we also question the method by which the commissioner's office allocated costs to the various operating divisions. The commissioner's office allocated costs to all the divisions based upon the percentage relationship between each division's personal services budget to the total departmental budget allocated to payroll. Allocation of costs under RSAs should be based upon the cost of a direct benefit received by the requesting (paying) agency and not a formula that does not take into consideration whether or not a direct benefit was received.

Expenditure review raises questions on benefit to departmental programs

Our review of expenditures occurring in the commissioner's office and charged against the RSAs to the various divisions identified a number of transactions for which there was no discernible benefit to the divisions providing the funds. That is one of the basic precepts of RSA usage - that there exists a relationship between the two agencies party to the contract and that a direct, identifiable benefit is received by the agency providing the funds.

As shown in Exhibits "C" and "D" on the following page, FY 92 and FY 93 commissioner's office expenditures exceeded that budgeted by the legislature and approved by the governor, most notably in the areas of personal services, travel, and contractual (expenditure data for FY 93 is through July 13, 1993 - additional expenditures are anticipated before the close of the accounting period for FY 93).

DHSS Commissioner's Office FY 92 Budget Act Authorizations and Actual Expenditures

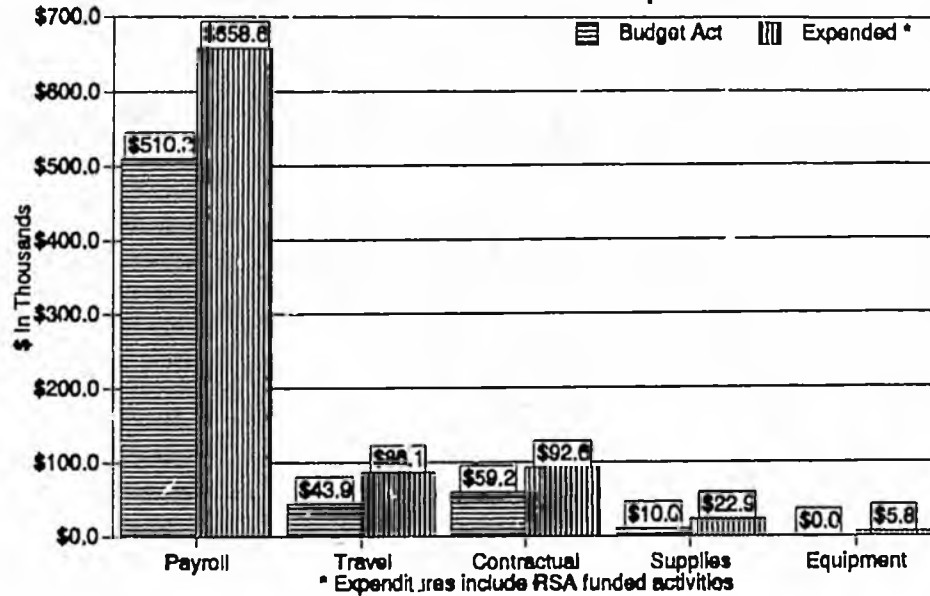


Exhibit C

DHSS Commissioner's Office FY 93 Budget Act Authorizations and Actual Expenditures

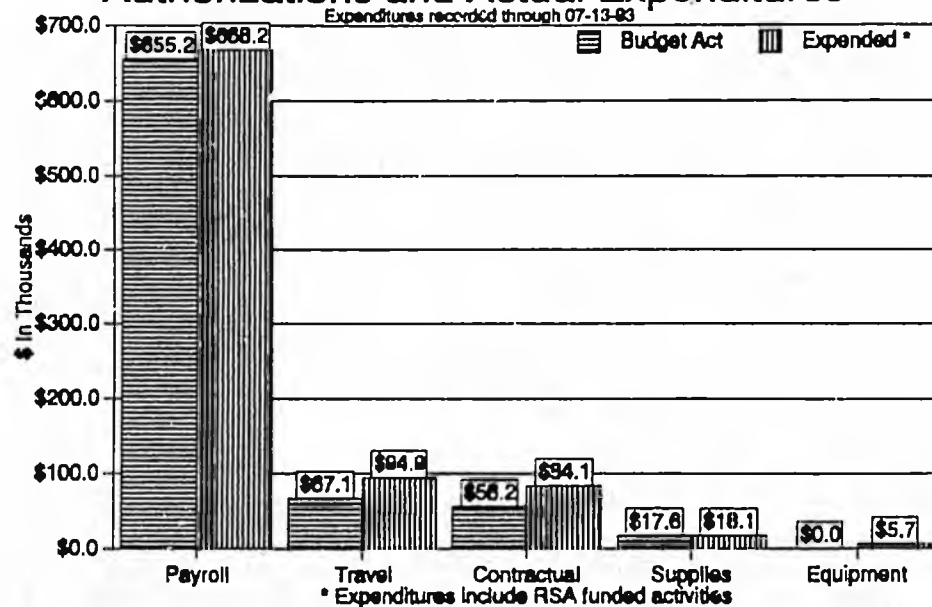


Exhibit D

Personal Services

As discussed earlier, in FY 92 DHSS commissioner's office had requested funding for eleven positions, which the governor's office reduced by one position for a total of ten. The legislature approved a funding level which provided for seven positions. In response to the legislature's appropriation and a governor's line item veto, the commissioner's office increased its personal services budget by using RSAs to transfer payroll expenses, thereby allowing the commissioner to fill three additional positions that were not originally funded.

In FY 93, the commissioner's office requested and received funding for the ten positions.

Travel

As shown in Exhibits "C" and "D," DHSS commissioner's office travel expenditures in both fiscal years 1992 and 1993 exceeded the amount originally budgeted by 96% and 41% (as of July 13, 1993) respectively. The funds to accommodate the amount of travel beyond that originally budgeted came from the seven operating divisions within DHSS with whom the commissioner established RSAs. Commissioner's office travel expenditures charged to the divisions funding the RSAs included numerous trips between Juneau and Anchorage offices and other Alaska destinations by a number of commissioner's office staff; travel to Seattle, Atlanta, South Carolina, and South Dakota to attend a variety of health conferences; mental health facilities inspections in Copenhagen and attendance at a health conference in Reykjavik, Iceland; and at the request of the governor, travel to the former USSR to perform ground work in the preparation of the governor's trip to Moscow.

While these and other travel expenditures may have plausible explanations as to the benefit received for the operation of the commissioner's office or the enlightenment of the commissioner's office staff, we question the direct benefit provided to the various divisions which funded the travel.

Other Services and Charges

Similar to travel expenditures, as shown in Exhibits "C" and "D," Other Services and Charges (OSC) expenditures in FY 92 and FY 93 exceeded that originally budgeted by 56% and 50% (as of July 13, 1993), respectively. Once again the funds used to pay for the commissioner's office charges that exceeded the original budget were those transferred from other divisions within DHSS via the RSAs.

Commissioner's office OSC expenditures charged to the operating divisions via RSA included numerous purchases of film, photo development, and picture frames; telephone charges; numerous and varied newspaper and magazine subscriptions; purchases of gifts and "fashion accessories" for visiting officials; rental of the Anchorage Egan Civic and Convention Center for departmental in-service day; printing services; minor Anchorage office renovations; office supplies; communication equipment; rental of booth space at Anchorage Fur Rondy; equipment rental; and contract for the provision of video taping services to

DHSS. Additional supply purchases consisted of: customized stationary for the commissioner, various office supplies, photographic services, and drafting supplies.

We question what benefit is received by agencies such as Public Health, Medical Assistance, and Family and Youth Services by their paying for items such as personalized stationary for the commissioner, gifts for foreign dignitaries, or foreign political/goodwill travel. We agree with the DHSS acknowledgement that use of RSAs to fund the commissioner's office operations does impact program services delivered by other divisions within DHSS.

(Intentionally left blank)

FINDINGS AND RECOMMENDATION

Recommendation No. 1

The legislature should consider amending statute to define and clarify the proper usage of Reimbursable Services Agreements (RSAs) between state agencies.

In our opinion the Department of Health and Social Services (DHSS) circumvented the legislature's appropriation authority by executing RSAs to recoup funding lost through legislative mandated budget reductions and a veto of the governor.

It is clear that DHSS' use of RSAs to restore funding cuts made to the commissioner's office violates AS 37.07.080(e), which states in part, "*transfers may not be made between appropriations except as provided in an act making the transfers between appropriations.*" The power of appropriation rests with the legislature. In FY 92 the legislature appropriated less funds to the DHSS commissioner's office than was requested. In addition to legislative funding reductions, the governor further reduced the commissioner's budget using the line item veto. However, rather than adapting to the legislative and executive mandated budget reductions, the commissioner's office used RSAs to obtain funding from divisions within the department which restored the commissioner's budget to near the full amount originally requested.

RSAs, used properly, are a means to obtain legitimate goods and services from other state agencies. These agreements are, in effect, a binding contract between the two agencies — there is a contractual relationship between the two parties where there is an exchange of identifiable goods and services and payment for those goods and services. The party providing the goods and/or services must have the legal authority to do so, and the party paying for the goods or services must have the legal authority and funds to do so. Using RSAs in the manner that DHSS did to restore funding to the commissioner's office is an inappropriate use of the RSA.

The Alaska Statutes are silent on the intent, purposes, and uses of RSAs. To avoid similar abuses and diminish the subjectivity inherent in RSA activities in the future, we believe that statutes should be amended to define the circumstances when RSAs can, and cannot, be used by state agencies.

(Intentionally left blank)

DIVISION OF LEGAL SERVICES
LEGISLATIVE AFFAIRS AGENCY
STATE OF ALASKA

(907) 465-3867 or 465-2450
FAX (907) 465-2029
Mail Stop 3101

130 Seward Street, Suite 409
Juneau, Alaska 99801-2105

MEMORANDUM

February 17, 1993

SUBJECT: Transfer of Appropriations in Department of Health and Social Services (Work Order No. 8-LS0639)

TO: Representative Jim Nordlund

FROM: David R. Dierdorff
Revisor of Statutes

You have asked whether certain transfers of appropriations from programs in the Department of Health and Social Services to the commissioner's office through the use of reimbursable service agreements (RSA's) were appropriate. The short answer is no.

In the interest of time and space, I will not recite the factual background. It is set out in the attached memo from Nancy Slagle.

There is no explicit statutory authority for RSA's as such, but there is one statutory reference to them (AS 47.65.100(b)). AS 36.30.700 - 36.30.790 in the procurement code provide for various intergovernmental agreements. Except for those provisions, agreements between government entities are exempt from the procurement code. See AS 36.30.850(c). The provisions found in AS 36.30 are apparently the base authority for RSA's.

RSA's are used when one agency (usually a department) purchases a service from another agency, such as the central telephone services provided by the Department of Administration. It is apparent that the use of an RSA to effectuate transfers between appropriations within a department, the net effect of which is to circumvent the legislature's enacted expenditure authority for the department, is an abuse of the RSA system.

The basic rule for transfers of appropriated money is that administrative transfers may be made between and among allocations and other items of expenditure in an appropriation, but not between appropriations except by act of the legislature. AS 37.07.080(e). Further, a state agency may not "employ additional employees, or

Representative Jim Nordlund
February 17, 1993
Page 2

expend money or incur obligations except in accordance with law and [a] properly approved operations plan." AS 37.07.080(d).

The executive branch has relied on a brief attorney general's opinion letter dated April 13, 1981. This reliance is misplaced. The opinion dealt with a situation where the commissioner's office had extra money and used some of it for direct program support. Clearly, because the commissioner is responsible for the execution of all duties of the department, it is appropriate for the commissioner's budgeted funds to be used to support a program that may be short of funds. The opinion letter described appropriations to the commissioner as "a lump-sum appropriation to the department."

In the instant case, program money is being used by the commissioner to support department-wide activities. Although the burden on each program is proportional to the size of the program (measured by its budget for personal services), there is no indication that the benefit to the program is proportional to its contribution. To the extent that a program receives no proportional benefit, the RSA effects a prohibited transfer between appropriations. Further, while the commissioner may have the power to perform any duty assigned to the department, units within the department, such as divisions, do not necessarily have the power to perform functions performed by the commissioner. It is basic to the concept of RSA's that the unit purchasing the services (in this case the various program units of the department) have the authority to perform all of the functions (services) that they are purchasing. It is questionable whether that authority exists in the instant case.

If the legislature had wanted the commissioner's office to fulfill the functions funded by the RSA's, the legislature would have appropriated the money to the commissioner rather than to the programs. It is hard to conceive of a more blatant violation of AS 37.07.080(e) than the manipulation of the Health and Social Services budget described by Ms. Slagle.

The review of this situation suggests that it might be appropriate for the legislature to address the subject of RSA's and other methods of contracting between and within agencies. It is obvious that RSA's can serve a salutary purpose in government. It is also obvious that they can be abused and used to circumvent legislative spending decisions.

DRD:mi
93-028.mai

Attachment

WALTER J. HICKEL, GOVERNOR

THEODORE A. MALA, COMMISSIONER

DEPT. OF HEALTH AND SOCIAL SERVICES

DIVISION OF ADMINISTRATIVE SERVICES

P.O. BOX 110650
JUNEAU, ALASKA 99811-0650
PHONE: (907) 465-3082

October 11, 1993

Randy S. Welker
Legislative Auditor
Alaska State Legislature
Legislative Budget and Audit Committee
Division of Legislative Audit
P.O. Box 113300
Juneau, Alaska 99811-3300

RECEIVED
OCT 11 1993
LEGISLATIVE AUDIT

Dear Mr. Welker:

This is in response to the confidential preliminary audit report on the Department of Health and Social Services Commissioner's Office Fund Transfers and Related Expenditures, July 2, 1993.

Recommendation No. 1

The legislature should consider amending the statute to define and clarify the proper usage of Reimbursable Services Agreements (RSA) between state agencies.

The Department of Health and Social Services has no opinion on your recommendation. However, we strongly disagree with the auditor's opinion that the Department of Health and Social Services (DHSS) circumvented the legislature's appropriation authority by executing RSAs to recoup funding lost through legislative mandated budget reductions and a veto of the governor.

RSAs are viewed by DHSS as contractual obligations between agencies rather than transfers of funds. DHSS considers the RSA in question as a normal funding necessity for effective management to accomplish the objectives and goals of the department. To attain these objectives and goals, DHSS management philosophy views that service and assistance programs must be made available to all eligible Alaskans through an effective dispersement of information. The public must be informed of available state programs rather than leaving them to search for information on programs when they need help, particularly due to the nature of needs/emergencies which arise amongst clients served by DHSS. Department employees require inservice training to become well informed of all the various programs administered by each division and to enable them to be more informative to the public. The inservice training also provides an opportunity to recognize exemplary performance of certain employees and to elevate morale.

These objectives are not funded through the regular allocation for the Commissioner's office; thus, funding support is required from divisions due to the indirect benefit to programs. While we agree that the measure of dollar direct benefit is not identifiable, we believe that the objective of public and employee program awareness has been accomplished. The determination of the share of each program is an acceptable cost allocation methodology based on the department's federally approved cost allocation plan.

DHSS never intended to circumvent the appropriation process. The generation of the RSA document was intended for proper identification and management of expenditures. The expenditures could have been directly charged to various divisions through a federally approved cost allocation methodology without generating an RSA.

DHSS also strongly rejects the assertion that the services purchased through the RSA expenditures are unrelated to the functioning of the divisions. Departmental staff whose salaries were paid through the RSA process worked directly with the divisions on media projects. An example is a media campaign to recruit foster parents. Clearly this is directly related to the mission of the Division of Family and Youth Services.

Similarly, travel by the Commissioner's Office staff is a necessary activity for overall program management. Meetings with Federal officials, many of whom are out of state, are necessary to learn of Federal changes to programs and to determine the impact that these changes will have on Alaska programs. Additionally, these meetings are opportunities for State policy makers to make Alaska's case with regard for desired changes in Federal policy. Obviously, these Federal policy changes directly impact the operations of the Department's divisions.

Finally, your assertion that DHSS "violated the spirit and intent of the Legislature's appropriation authority" implies that the existence or purpose of the questioned RSAs was unknown to the Legislature or the information was deliberately withheld by DHSS. This is not the case. For FY 92 and FY 93 DHSS Budget Subcommittees of both the House and Senate, as well as the Division of Legislative Finance, were well aware of these RSAs. As noted in your report, the Legislature appropriated \$224,700 in Interagency Receipts in the Commissioner's Office budget in FY 93. The purpose of funds from the budgeted RSA approved by the Legislature in FY 93 is indistinguishable from the purposes of the unbudgeted RSAs in FY 91 and FY 92 and the additional unbudgeted RSA of \$93,900 in FY 93.

This raises an interesting question. Is it the position of the Division of Legislative Audit that these RSAs were illegal because they were unbudgeted, i.e., the Legislature did not appropriate the Interagency Receipts in the budget, or were they invalid because there was no "contractual relationship between the two parties

where there is an exchange of identifiable goods and services and payment for those goods and services?"

If the former is the case, then *every unbudgeted RSA between state agencies is illegal*. I suspect there are *hundreds if not thousands of these each year*.

If the latter is the case, then the question of circumventing the Legislature's appropriation authority is moot insofar as even if an appropriation of Interagency Receipts was made by the Legislature with full knowledge of the purpose--as was the case with the Commissioner's Office budget in FY 93--the resulting RSAs would still be illegal because, in your opinion, a valid contractual relationship did not exist between the agencies involved. Is it the Division of Legislative Audit's opinion that the Legislature's appropriation of \$224,700 in Interagency Receipts in FY 93 was illegal?

Frankly, I do not believe you have very carefully considered the ramifications of the conclusions and recommendations in your report.

If the rules of the road regarding RSAs are to change, DHSS will comply with the new rules. I do resent, however, being told that the Department's past actions were illegal when those actions are judged by new rules which neither the Department, the Office of Management and Budget or the Legislature were aware of at the time.

Finally, as stated on page five of your report "This method of financing operational needs beyond that appropriated by the legislature is not limited to DHSS. We have been informed that other departments use RSAs to transfer operating funds from various divisions to fund activities in other operational areas". It is clear that DHSS is not alone in using RSAs in this manner. It is also unfair to solely target and criticize DHSS when other state agencies use the same funding mechanism.

Sincerely,



Theodore A. Mala, MD, MPH
Commissioner

(Intentionally left blank)

ALASKA STATE LEGISLATURE

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

Division of Legislative Audit



P. O. Box 113300
Juneau, AK 99811-3300
(907) 465-3830
FAX (907) 465-2347

October 20, 1993

Members of the Legislative Budget
and Audit Committee:

We have reviewed the Department of Health and Social Service's (DHSS) response to our preliminary report and have the following comments.

The department has taken no position on our recommendation that the legislature address the issue of Reimbursable Services Agreement (RSA) use and abuse. The department does, however, take exception to the instances of RSA abuse by DHSS cited in the report.

In its response, DHSS discusses their use of the RSAs in question as ". . . a normal funding necessity for effective management to accomplish the objectives and goals of the department." We do not consider the utilization of RSAs to supplement funding lost through the budget process as a normal funding necessity. DHSS does not discuss in the response the circumstances under which the RSAs were initiated or the fact that the Commissioner's Office unilaterally decided to maintain its own spending plan despite the fact that the legislature and governor had established a spending plan, albeit one lower than desired by the commissioner. As detailed in the report, the RSAs in question transferring funding from operating divisions to the Commissioner's Office were in response to the budget established by the legislature and approved by the governor.

The department also responded:

DHSS never intended to circumvent the appropriation process. The generation of the RSA document was intended for proper identification and management of expenditures. The expenditures could have been directly charged to various divisions through a federally approved cost allocation methodology without generating an RSA.

DHSS states that the RSA was designed for management of expenditures but yet acknowledges that ". . . the measure of dollar direct benefit is not identifiable. . .". Within this contradiction lies the premise for the proper use of RSAs: A direct identifiable benefit must be received by the paying agency. Without this relationship between the paying and providing agency, the requisite contractual relationship is non-existent and the RSA is no

more than a document used for transferring funds between appropriations. That is the case of the RSAs in question. We also point out that DHSS did in fact charge the RSA expenditures in question to the federally approved cost allocation plan, sometimes twice — which we also take exception to (See Recommendation No. 21 of the Fiscal Year 1992 Statewide Single Audit). Charging this type of expenditure to federal programs would also be inappropriate as those expenditures would fail the test of whether they were necessary and reasonable.

In its response DHSS also "*strongly rejects the assertion that the services purchased through the RSA expenditures are unrelated to the functioning of the divisions.*" We found no documentation that supports the expenditures in question, such as travels to Russia or purchases of gifts for foreign dignitaries and the like, which would show those expenditures were in fact related to the functioning of the Divisions of Public Health, Medical Assistance, Family and Youth Services, and the remaining divisions.

Finally in its response, DHSS raises two questions. Specifically DHSS asks:

Is it the position of the Division of Legislative Audit that these RSAs were illegal because they were unbudgeted, i.e., the Legislature did not appropriate the Interagency Receipts in the budget, or were they invalid because there was no "contractual relationship between the two parties where there is an exchange of identifiable goods and services and payment for those goods and services?"

and,

Is it the Division of Legislative Audit's opinion that the Legislature's appropriation of \$224,700 in Interagency Receipts in FY 93 was illegal?

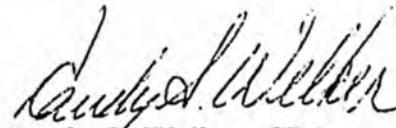
It is not our position that unbudgeted RSAs are illegal. It is common practice for agencies to enter into contractual relationships using an unbudgeted RSA. As long as the receiving agency has sufficient funds and the providing agency has the legal authority to provide the service, the use of unbudgeted RSAs are acceptable and, as DHSS points out, is common practice. However, considering the circumstances of the Commissioner's Office budget and the desire to maintain spending at levels above that approved by the legislature and governor, the use of unbudgeted RSAs to replace lost funding or pay for unanticipated bills is inappropriate. Again, we emphasize the need for a contractual relationship to exist between two agencies to have a legitimate RSA.

Also, it is not our opinion that the FY 93 Legislative appropriation was illegal. The fact that the legislature and governor approve an appropriation of inter-agency receipts does not ensure the propriety of subsequent expenditures from that appropriation if those expenditures are inappropriate. The legislature anticipates that laws, regulations, and procedures will be

followed by agencies when appropriations are made — including appropriations of budgeted inter-agency receipts.

We do not question the appropriation of budgeted inter-agency receipts or the use of unbudgeted RSAs. We do question DHSS' use of both budgeted and unbudgeted RSAs — with funds provided by the operating divisions — to supplement funding to the Commissioner's Office without a direct identifiable benefit to those divisions providing the funds.

Sincerely,



Randy S. Welker, CPA
Legislative Auditor

HVB

376

HFIN

FILE

FISCAL NOTE

STATE OF ALASKA
1994 LEGISLATIVE SESSION

No. 1
Bill Version: HB 376
(H) Publish Date: 1/14/94

Revision Date: 1/10/94 Dept. Affected: Health and Social Services
Title: Vulnerable Adults Protective Services BRU: Purchased Services
Component: Adult Services
Sponsor: Rules Committee
Requestor: by Request of Governor COMPONENT SERIAL NO. _____

Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS	(364.5)					
MISCELLANEOUS						
TOTAL OPERATING	(364.5)	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES						
-----------------------------	--	--	--	--	--	--

CHANGES IN REVENUES						
----------------------------	--	--	--	--	--	--

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF	(342.9)					
1005 GF/Program Receipts						
1008 GF/MHTIA	(21.6)					
Other						
TOTAL	(364.5)	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

Estimate of current year (FY94) impact: None

ANALYSIS: (Attach a separate page if necessary)

When the existing Protection of the Elderly statute was passed in 1983, no funding was provided. In the late 70's, the department had also been given statutory responsibility for licensing adult facilities. Again no funds were provided for licensing and no funds were provided for upgrading the care of dependent adults residing in existing facilities, then called, boarding homes.

In 1983, the department obtained funds for residential and foster care for dependent adults. Those funds became the Adult Services Component of the Purchased Services BRU and are being transferred from the Division of Family and Youth Services, DHSS, to the Division of Senior Services, Department of Administration to support the Protection of Vulnerable Adults Legislation.

Prepared by: Deborah R. Wing, Director *Deborah R. Wing*
Division: Division of Family & Youth Services

Phone: 465-3191
Date: 01/10/94

Approved by Commissioner: Margaret Lowe, M. Ed., Ed. S.
Agency: Department of Health & Social Services

Date: _____

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
For further distribution information call the Governor's Legislative Office

FISCAL NOTE

No. 2

Bill Version: HB 376

(H) Publish Date: 1/14/94

STATE OF ALASKA
1994 LEGISLATIVE SESSION

Revision Date: 1/10/94 Dept. Affected: Health and Social Services
 Title: Vulnerable Adults Protective Services BRU: Family & Youth Services
 Component: Southcentral Region
 Sponsor: Rules Committee
 Requestor: By Request of Governor COMPONENT SERIAL NO. 254

Expenditures/Revenues:

(Thousands of Dollars)

OPERATING	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	(127.1)					
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(127.1)	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES						
----------------------	--	--	--	--	--	--

CHANGES IN REVENUES						
---------------------	--	--	--	--	--	--

FUND SOURCE

(Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF	(127.1)					
1005 GF/Program Receipts						
1006 GF/MHTIA						
Other						
TOTAL	(127.1)	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME	2					
PART-TIME						
TEMPORARY						

Estimate of current year (FY94) impact: None

ANALYSIS: (Attach a separate page if necessary)

Two Adult Protective Services (APS) specialists are being transferred from the Division of Family and Youth Services (DFYS) Southcentral Region to the new Division of Senior Services to support the Protection of Vulnerable Adults Legislation.

When the existing protection of the Elderly statute was passed in 1983, no funding was provided, other than 5.0 for brochures. The Adult Protective Services Specialist positions in Anchorage were created from child protective services funds. Subsequent efforts to expand funding for a credible adult protective services program have not been fruitful. The Task Force that reviewed APS within DFYS recommended it be consolidated with other senior services where it is believed the program may be better supported and developed.

Prepared by: Deborah R. Wing, Director
 Division: Division of Family & Youth Services
 Approved by Commissioner: Margaret R. Lowe
 Agency: Department of Health & Social Services

Phone: 465-3191
 Date: 01/10/94
 Date: 1-11-94

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information call the Governor's Legislative Office

FISCAL NOTE

No. 3

STATE OF ALASKA
1994 LEGISLATIVE SESSION

Bill Version: HB 376
(H) Publish Date: 1/14/94

Revision Date: 1/10/94 Dept. Affected: Health and Social Services
Title: Vulnerable Adults Protective Services BRU: Family & Youth Services
Component: Northern Region
Sponsor: Rules Committee
Requestor: By Request of Governor COMPONENT SERIAL NO. 255

Expenditures/Revenues:

(Thousands of Dollars)

OPERATING	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	(68.0)					
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(68.0)	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES						
----------------------	--	--	--	--	--	--

CHANGES IN REVENUES						
---------------------	--	--	--	--	--	--

FUND SOURCE

(Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF	(68.0)					
1005 GF/Program Receipts						
1006 GF/MHTIA						
Other						
TOTAL	(68.0)	0.0	0.0	0.0	0.0	0.0

POSITIONS:

FULL-TIME	1					
PART-TIME						
TEMPORARY						

Estimate of current year (FY94) impact: None

ANALYSIS: (Attach a separate page if necessary)

One Adult Protective Services (APS) specialist is being transferred from the Division of Family and Youth Services (DFYS) Northern Region to the new Division of Senior Services to support the Protection of Vulnerable Adults Legislation.

When the existing Protection of the Elderly statute was passed in 1983, no funding was provided, other than 5.0 for brochures. The specialist position in Fairbanks was created from child protective services funds. Subsequent efforts to expand funding for a credible adult protective services program have not been fruitful. The Task Force that reviewed APS within DFYS recommended it be consolidated with other senior services where it is believed the program may be better supported and developed.

Prepared by: Deborah R. Wing, Director
Division: Division of Family & Youth Services

Phone: 465-3191
Date: 01/12/94

Approved by Commissioner: Margaret R. Lowe
Agency: Department of Health & Social Services

Date: 1-13-94

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
For further distribution information call the Governor's Legislative Office

FISCAL NOTE

No. 4
 Bill Version: HB 376
 (H) Publish Date: 1/14/94

**STATE OF ALASKA
 1994 LEGISLATIVE SESSION**

Revision Date: _____ Dept. Affected: Administration
 Title: An act relating to services for and protection JRU: Senior Services
of vulnerable adults. Component: Pioneers' Homes
 Sponsor: _____
 Requestor: Governor COMPONENT SERIAL NO. 1950

Expenditures/Revenues (Thousands of Dollars)

OPERATING EXPENDITURES	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	0.0	0.0	0.0	0.0	0.0	0.0
TRAVEL	0.0	0.0	0.0	0.0	0.0	0.0
CONTRACTUAL	0.0	0.0	0.0	0.0	0.0	0.0
SUPPLIES	0.0	0.0	0.0	0.0	0.0	0.0
EQUIPMENT	0.0	0.0	0.0	0.0	0.0	0.0
LAND & STRUCTURES	0.0	0.0	0.0	0.0	0.0	0.0
GRANTS, CLAIMS	0.0	0.0	0.0	0.0	0.0	0.0
MISCELLANEOUS	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES	0.0	0.0	0.0	0.0	0.0	0.0
----------------------	-----	-----	-----	-----	-----	-----

CHANGE IN REVENUES ()						
------------------------	--	--	--	--	--	--

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF	0.0	0.0	0.0	0.0	0.0	0.0
1005 GF/Program Receipts						
1006 GF/MHTIA	0.0	0.0	0.0	0.0	0.0	0.0
Other						
Total	0.0	0.0	0.0	0.0	0.0	0.0

Estimate of current year (FY94) cost: \$ _____

POSITIONS:

FULL-TIME	(2)					
PART-TIME						
TEMPORARY						

ANALYSIS: (Attach a separate page in necessary)

Two vacant positions will be transferred to the Senior Services Administration component.

Prepared by: Connie J. Sipe, Director Phone: 563-5654
 Division: Senior Services Date: _____
 Approved by Commissioner: *WBC* Date: 12/27/93
 Agency: Administration

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information call the Governor's Legislative Office

FISCAL NOTE

STATE OF ALASKA 1994 LEGISLATIVE SESSION

Revision Date: _____ Dept. Affected Administration
 Title: An act relating to services for and protection BRU: Senior Services
of vulnerable adults. Component: Senior Services Administration
 Sponsor: _____
 Requestor: Governor COMPONENT SERIAL NO. 1981

Expenditures/Revenues (Thousands of Dollars)

OPERATING EXPENDITURES	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	258.5	263.7	268.9	274.3	279.8	285.4
TRAVEL	20.0	20.4	20.8	21.2	21.6	22.1
CONTRACTUAL	264.1	269.4	274.8	280.3	285.9	291.6
SUPPLIES	5.0	5.1	5.2	5.3	5.4	5.5
EQUIPMENT	12.0	12.2	12.5	12.7	13.0	13.2
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	559.6	570.8	582.2	593.9	605.7	617.8
CAPITAL EXPENDITURES	0.0	0.0	0.0	0.0	0.0	0.0
CHANGE IN REVENUES ()						

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF	538.0	549.2	560.6	572.3	584.1	596.2
1005 GF/Program Receipts						
1006 GF/MHTIA	21.6	21.6	21.6	21.6	21.6	21.6
Other						
Total	559.6	570.8	582.2	593.9	605.7	617.8

Estimate of current year (FY94) cost: \$ _____

POSITIONS:

FULL-TIME	5	5	5	5	5	5
PART-TIME						
TEMPORARY						

ANALYSIS: (Attach a separate page in necessary)
 Future costs inflated at 2% annual increase.
 This fiscal note reflects the transfer of staff and support for Adult Protective Services to the Senior Services BRU. See fiscal notes from the Department of Health and Social Services for equivalent reductions.
 Further analysis is on the attached pages.

Prepared by: Connie J. Sipe, Director Phone: 563-5654
 Division: Older Alaskans Commission Date: _____

Approved by Commissioner: [Signature] Date: 12/27/93
 Agency: Administration

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information call the Governor's Legislative Office

COMMITTEE COPY

Fiscal Note Analysis
Adult Protective Services

Transfers:

1. Transfer from Department of Health and Social Services, Family and Youth Services BRU, Southcentral and Northern Regional Office Components: Three full-time Social Worker positions, range 16, PCNs 06-3714, 06-3426, and 06-3725.
Total = 195.1

2. Transfer from Department of Health and Social Services, Purchased Services BRU, Adult Services Component: Adult foster/residential care, other purchased protective and contractual services.
Total = 364.5.

3. Transfer from Department of Administration, Senior Services BRU, Pioneers' Homes Component:
 - a. One full-time position (vacant) transferred within the BRU and reclassified to Clerk Typist, Anchorage.
 - b. One position will be reclassified to become a Social Worker in Anchorage for adult protective services.

Total Funds transferred = 559.6

Adult Protective Services will use the funds as follows:

Personal Services:	<u>Months</u>	<u>Subtotal</u>	<u>Total</u>
1 PFT Soc. Worker III (Fbks)	12	66.8	
2 PFT Soc. Worker III (Anch)	24	128.3	
1 PFT Soc. Worker I (Anch)	10	35.1	
1 PFT Clerk Typist (Anch)	10	<u>28.3</u>	
Total Personal Services			258.5

Note: The division will identify and cross-train personnel in one or more Pioneers' Homes in Southeast to handle Adult Protective Services cases in that region on an "as needed" basis.

Travel	20.0
--------	------

Contractual:

Purchased protective services, adult foster/residential	190.0	
Lease space	33.0	
Telephone (800 number, 24 hr. answering/paging)	34.0	
Risk management and other contractual costs	7.1	
Total Contractual services		264.1

Supplies		5.0
----------	--	-----

Equipment: software, telephones, computers, furniture		<u>12.0</u>
---	--	-------------

<u>Total Transferred In for Protective Services</u>		<u>559.6</u>
---	--	--------------

FISCAL NOTE

STATE OF ALASKA
1994 LEGISLATIVE SESSION

No. 6
 Bill Version: HB 376
 (H) Publish Date: 2/11/94

Revision Date: _____ Dept. Affected: Public Safety
 Title: Assist & Protect Vulnerable Adults BRU: Alaska State Troopers
 Component: Detachments
 Sponsor: H. RULES by Request

Requestor: H. HES COMPONENT SERIAL NO. 799

EXPENDITURES/REVENUES: (Thousands of Dollars) (inflation not included)

OPERATING	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-
CAPITAL EXPENDITURES	-0-	-0-	-0-	-0-	-0-	-0-
CHANGE IN REVENUES ()	-0-	-0-	-0-	-0-	-0-	-0-
<small>Revenue Code</small>						

FUNDING: (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1006 GF/MHTIA						
Other						
TOTAL	-0-	-0-	-0-	-0-	-0-	-0-

Estimate of current year (FY 94) impact: \$ _____

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

ANALYSIS: (Attach a separate page if necessary.)

No significant fiscal impact upon the Alaska State Troopers is anticipated.

Prepared By: Lee Ann Lucas Phone: 465-4322
 Division: Commissioner's Office Date: 2/2/94

Approved by Commissioner:  Date: 2/2/94

Agency: Richard L. Burton, Dept. of Public Safety

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE

For further distribution information call the Governor's Legislative Office

COMMITTEE COPY

WALTER J. HICKEL
GOVERNOR



HB 376
P. O. Box 110001
Juneau, Alaska 99811-0001
(907) 465-3500

STATE OF ALASKA
OFFICE OF THE GOVERNOR
JUNEAU

January 14, 1994

*The Honorable Ramona Barnes
Speaker of the House
Alaska State Legislature
State Capitol
Juneau, AK 99801-1182*

Dear Speaker Barnes:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill relating to services for and protection of vulnerable adults. This bill will place responsibility for the delivery of services to vulnerable adults within the Department of Administration. This bill also extends the scope of existing adult protective services to include all vulnerable adults who are in need of such services.

Section 1 of the bill clarifies the circumstances that give rise to a duty to make a report of a vulnerable adult. The circumstances are abandonment, exploitation, abuse, neglect, or self-neglect. Under this section, the report will be made to the Department of Administration. This section also deletes the existing liability immunity provisions, which are later reestablished in sec. 6 of the bill.

Section 2 sets out the duties of the Department of Administration regarding services and protection for vulnerable adults. The duties include establishing a central information and referral service for vulnerable adults, establishing criteria and procedures for the delivery of community-based services, designation of local service providers as department designees to meet local service needs, and adoption of regulations to implement the program.

Section 2 also sets out provisions regarding certain reports of abandonment, exploitation, abuse, neglect, or self-neglect, and regarding the action that is to be taken on all reports. The investigation required to be done by the Department of Administration includes a face-to-face interview and a written report of findings. Section 2 also provides for delivery of protective services and assures that, to the extent practicable, the services will be delivered in a timely and culturally relevant manner.

The Honorable Ramona Barnes
January 14, 1994
Page 2

Section 2 provides authorization for family members or friends to be surrogate decision makers for a vulnerable adult who is in need of protective services but is unable to consent to services. This provision allows for the delivery of necessary protective services without the necessity of seeking an emergency guardianship in adult abuse cases. Section 2 also sets out the procedures available for providing protective services when court action to protect the adult is necessary.

Section 3 repeals and reenacts an existing statute to provide for monitoring of vulnerable adults who are receiving ongoing protective services. Section 4 addresses the confidentiality of reports made under these provisions; sec. 5 requires that regulations being adopted by the Department of Administration be provided to the Older Alaskans Commission; and sec. 6 provides for immunity from liability for individuals who make reports of vulnerable adults.

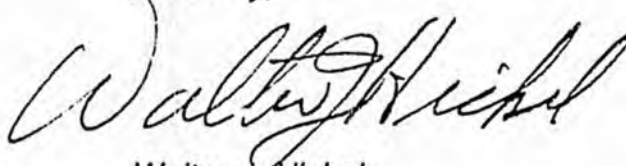
Section 7 sets out, in a more appropriate location, definitions for terms used in AS 47.24. The existing definition section is repealed in sec. 8. Section 8 of the bill also repeals existing statutes that address reports of abuse of elderly and disabled persons to the Department of Health and Social Services.

Section 11 provides a July 1, 1994 effective date for the statutory changes made by the bill.

If this bill is enacted into law, the revisor of statutes will need to make appropriate changes to the existing article structure of AS 47.24.

I urge your support of this important legislation.

Sincerely,

A handwritten signature in cursive script, reading "Walter J. Hickel". The signature is written in dark ink and is positioned above the printed name and title.

Walter J. Hickel
Governor

HEB

377

HFIN

FILE

FISCAL NOTE

No. 1

Bill Version: HB 377

(H) Publish Date: 1/14/94

STATE OF ALASKA
1994 LEGISLATIVE SESSION

Revision Date: _____ Dept. Affected: Health and Social Services
 Title: Assisted Living Homes BRU: Institutions & Admin
 Component: MH/DD Admin
 Sponsor: Rules Committee
 Requestor: Governor's Office COMPONENT SERIAL NO. 310

Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	103.3	106.9	110.6	114.5	118.5	122.7
TRAVEL	20.0	20.7	21.4	22.2	23.0	23.8
CONTRACTUAL	20.0	20.7	21.4	22.2	23.0	23.8
SUPPLIES	1.0	1.0	1.1	1.1	1.1	1.2
EQUIPMENT	10.0					
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	154.3	149.3	154.5	160.0	165.6	171.5

CAPITAL EXPENDITURES	0.0					
----------------------	-----	--	--	--	--	--

CHANGES IN REVENUES	0					
---------------------	---	--	--	--	--	--

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts						
1003 GF Match						
1004 GF						
1005 GF/Program Receipts						
1006 GF/MHTIA	154.3	149.3	154.5	160.0	165.6	171.5
Other						
TOTAL	154.3	149.3	154.5	160.0	165.6	171.5

POSITIONS:

FULL-TIME	2	2	2	2	2	2
PART-TIME						
TEMPORARY						

Estimate of current year (FY94) cost \$ _____

ANALYSIS: (Attach a separate page if necessary)

This bill provides for licensure of assisted living homes. These homes would be established primarily to provide a home-like setting for elderly persons and persons with a mental or physical disability who need assistance with activities of daily living.

Currently, the Department of Health and Social Services, Division of Family and Youth Services, licenses adult foster homes and group homes and institutions caring for dependent adults. The bill would delete references to these licensing functions and add a new chapter regarding assisted living homes. Under the bill, the Department of Health and Social Services would license assisted living homes that will be providing care primarily to individuals with a mental or developmental disability. The Department of Administration would license assisted living homes that will be providing care primarily to individuals who have a physical disability.

Prepared by: *Quirk Report for Julie Neelhart* Phone: _____
 Division: Mental Health and Developmental Disabilities Date: 12/29/93
 Approved by Commissioner: *Margaret R. Lowe*
 Agency: Department of Health & Social Services Date: 12/29/93

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE

For further distribution information call the Governor's Legislative Office

COMMITTEE COPY

ANALYSIS (cont.):

who are elderly, or who suffer from dementia but who are not chronically ill.

Assumptions:

Based upon the projected workload it is anticipated that the Division of Mental Health and Developmental Disabilities will need two full-time Community Care Licensing Specialists to adequately provide timely inspection of all facilities across the State that serve individuals with a mental or developmental disability.

Program Summary:

The cost projections are based upon the following information: Two range 16, Step A full time positions located in Anchorage. These positions will travel statewide to perform inspections, provide technical assistance to facilities for compliance issues and to follow-up on consumer complaints. One position will be transferred from the Division of Family and Youth Services to the Division of Mental Health and Developmental Disabilities.

Other Expenditures:

- Travel for each position to perform inspections, provide technical assistance to facilities and follow-up on consumer complaints.
- Contractual services for Anchorage office space, phones systems, copier and data lines; general offices supplies for both positions.
- Equipment, first year purchase of two desk top computers/printers and software for data collection, word processing and statistical reporting; office furniture including desks, chairs, file cabinets, etc.

Computations:

All expenditures have been adjusted with an inflation factor of 3.5% for each year after FY95 and carried out to FY2000.

Economic Impact:

Assisted Living Program will stimulate the local communities as it will offer new employment opportunities as additional facilities are brought on line across the State and will allow many family care-givers to return to their careers.

Position Title Community Care Licensing Specialist			No. of Positions 2	Range / Step 16/A	Barg. Unit GGU
Time Status PFT	Staff Months 12		Location Anchorage	Election District	
TYPE OF EXPENDITURE		Amount	Justification The Assisted Living Homes bill provides for licensure of assisted living homes. The homes are established primarily to provide a home-like setting for elderly persons and persons with a mental or physical disability who need assistance with activities of daily living. A licensure function is not one currently performed by the Division of Mental Health and Developmental Disabilities. Additionally, existing staff cannot absorb the additional responsibilities because of the increased workloads associated with Project Choice and the Tefra Option. Therefore, two positions are requested to provide timely inspections and licensing of all facilities across the State that serve individuals with a mental or developmental disability. The positions are responsible for performing inspections, providing technical assistance to facilities for compliance issues, and following up on consumer complaints. These positions are necessary to assure the health and safety of disabled individuals residing in these homes. One position will be transferred from the Division of Family and Youth Services.		
Salary		73.0			
Benefits		30.3			
Premium Pay					
Other					
Total Personal Services		103.3			
Travel		20.0			
Contractual		20.0			
Commodities <i>Supplies</i>		1.0			
Equipment		10.0			
Other					
Total Cost		154.3			
FUNDING SOURCE FOR TOTAL COST					
Federal Receipts	1002				
G.F. Match	1003				
General Fund	1004				
I-A Receipts	1007				
CIP Receipts	1061				
Other	GF/MHTIA 1006	154.3			

**Request For
New Position**

AGENCY Health and Social Services
 BRU Institutions & Admin
 COMPONENT MH/DD Admin

FY 95

Page 1 of 1
 Revised Date: _____

No. 2Bill Version: HB 377(H) Publish Date: 1/14/94**FISCAL NOTE****STATE OF ALASKA
1994 LEGISLATIVE SESSION**

Revision Date: _____ Dept. Affected: Administration
 Title: An act relating to assisted living homes BRU: Senior Services
 Component: Senior Services Administration
 Sponsor: _____
 Requestor: Governor COMPONENT SERIAL NO. 1981

Expenditures/Revenues

(Thousands of Dollars)

OPERATING EXPENDITURES	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	0.0	0.0	0.0	0.0	0.0	0.0
TRAVEL	0.0	0.0	0.0	0.0	0.0	0.0
CONTRACTUAL	0.0	0.0	0.0	0.0	0.0	0.0
SUPPLIES	0.0	0.0	0.0	0.0	0.0	0.0
EQUIPMENT	0.0	0.0	0.0	0.0	0.0	0.0
LAND & STRUCTURES	0.0	0.0	0.0	0.0	0.0	0.0
GRANTS, CLAIMS	0.0	0.0	0.0	0.0	0.0	0.0
MISCELLANEOUS	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES	0.0	0.0	0.0	0.0	0.0	0.0
----------------------	-----	-----	-----	-----	-----	-----

CHANGE IN REVENUES ()	0.0	0.0	0.0	0.0	0.0	0.0
------------------------	-----	-----	-----	-----	-----	-----

FUND SOURCE

(Thousands of Dollars)

1002 Federal Receipts	0.0	0.0	0.0	0.0	0.0	0.0
1003 GF Match	0.0	0.0	0.0	0.0	0.0	0.0
1004 GF	0.0	0.0	0.0	0.0	0.0	0.0
1005 GF/Program Receipts	0.0	0.0	0.0	0.0	0.0	0.0
1006 GF/MHTIA	0.0	0.0	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0	0.0

Estimate of current year (FY94) cost: \$ _____

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

ANALYSIS: (Attach a separate page in necessary)

Adequate funding is included in the FY95 budget for the new Division of Senior Services to handle the responsibilities of this bill.

Prepared by: Connie J. Sipe, Director Phone: 563-5654
 Division: Senior Services Date: _____

Approved by Commissioner: N. J. ... Date: 12/27/93
 Agency: Administration

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information call the Governor's Legislative Office

WALTER J. HICKEL
GOVERNOR



HB 377
P. O. Box 110001
Juneau, Alaska 99811-0001
(907) 485-3500

STATE OF ALASKA
OFFICE OF THE GOVERNOR
JUNEAU

January 14, 1994

*The Honorable Rick Halford
President of the Senate
Alaska State Legislature
State Capitol
Juneau, AK 99801-1182*

Dear Mr. President:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill related to assisted living homes. An assisted living home is a residential facility that serves adults, provides housing and food service, and provides or obtains for the residents assistance with activities of daily living, personal assistance or health-related services. Medical facilities licensed under AS 18.20, such as nursing homes and hospitals, and certain other types of residential facilities (including correctional facilities and emergency shelters) are not classified as assisted living homes under this bill.

Although assisted living homes are not health care or medical facilities, they may provide or obtain various health-related services for residents, such as intermittent nursing care, supervision of the resident's self-administration of medications, and needed care and comfort to terminally ill patients who are under the care of a doctor who verifies that the needs of the resident are being met in the assisted living home.

The bill is intended to promote the establishment of assisted living homes that will provide a home-like setting as well as certain health-related services or assistance with certain personal activities. Such services will allow the elderly to age in place, rather than having to be transferred to a more institutionalized nursing-home setting, and will allow adults with a physical or mental disability to become integrated into their community.

Currently, the Department of Health and Social Services, under AS 47.35, licenses and regulates certain facilities that care for dependent adults. Under this bill, that licensing structure will be deleted and replaced by a new chapter (AS 47.33) that provides for assisted living homes. Responsibility for licensing and regulating the homes will be split between the Department of Health and Social Services and the Department of Administration.

The Honorable Rick Halford
January 14, 1994
Page 2

The Department of Administration will be responsible for licensure of assisted living homes that will be providing care primarily to individuals who are elderly, who have a physical disability, or who suffer from dementia, but who are not diagnosed as chronically mentally ill. Licensure of assisted living homes that will be providing care primarily to individuals with a mental or developmental disability will be the responsibility of the Department of Health and Social Services. Provision is made for joint agency determination of the appropriate licensing agency in cases in which that designation cannot easily be made. The Department of Health and Social Services, division of family and youth services, will continue to license residential homes and facilities for children under AS 47.35. The respective licensing agencies will be responsible for investigating complaints filed regarding assisted living homes and for taking necessary action to protect residents through administrative actions.

The main body of the bill is contained in sec. 1 of the bill, which defines "assisted living home," describes certain services, sets certain operating standards, and provides for licensing and regulations. For example, sec. 1 specifically provides for the safeguarding of money that a resident of an assisted living home deposited with the home for safekeeping and management. Section 1 also requires assisted living homes to keep records regarding residents' care, as well as provide their residents with information regarding residents' rights at the home, including timely notice regarding closure or relocation, notice of any change in rates, and protections in case of an action for involuntary discharge from the home.

Furthermore, the bill states that an individual may not be admitted to an assisted living home without that person's consent, or, if the individual is not competent, the consent of the individual's representative. In addition, an individual may not be admitted as a resident of an assisted living home unless an admission contract has been signed by the individual (or the individual's representative, if appropriate) and the home. The bill also requires that an assisted living plan for a resident be developed, and approved by the resident (or the resident's representative, if appropriate), within 30 days after that resident was admitted to the home. The plan is designed to identify the reasonable wants and needs of the resident and the ways in which those wants and needs will be met.

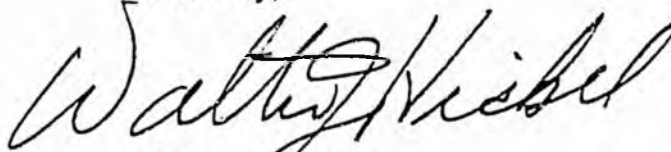
Section 1 of the bill also contains a lengthy list of residents' rights. These rights are designed to protect the residents' privacy and independence and to allow residents to be able to participate in grievance procedures or other remedial actions relating to resident complaints regarding how an assisted living home is providing care. Under the bill, certain complaints may be filed with the appropriate licensing agency; the licensing agencies have investigatory and sanction authority.

The Honorable Rick Halford
January 14, 1994
Page 3

Sections 2 through 12 of the bill amend existing statutory provisions to acknowledge the provisions in sec. 1 of the bill. Section 13 of the bill contains transition provisions regarding regulations and pending proceedings. Sections 14 and 15 allow the Department of Health and Social Services and the Department of Administration to prepare and adopt, before the effective date of the bill, regulations necessary to implement the bill. The new regulations cannot take effect before the effective date of the bill (January 1, 1995).

I urge your support of this important legislation.

Sincerely,

A handwritten signature in cursive script, reading "Walter J. Hickel". The signature is written in black ink and is positioned above the printed name and title.

Walter J. Hickel
Governor

HVB

378

HFIN

FILE

FISCAL NOTE

No. 1

Bill Version: HB 378

(H) Publish Date: 1/14/94

**STATE OF ALASKA
1994 LEGISLATIVE SESSION**

Revision Date: _____ Dept. Affected: Administration
 Title: Relating to OAC, Alaska BRU: Commission on Aging
Pioneer Home Advisory Brd and services for Component: Commission on Aging
 Sponsor: Governor older Alaskans
 Requestor: _____ COMPONENT SERIAL NO. _____

Expenditures/Revenues	(Thousands of Dollars)					
OPERATING EXPENDITURES	FY 95	FY 96	FY 97	FY 98	FY 99	FY 00
PERSONAL SERVICES	0	0	0	0	0	0
TRAVEL	0	0	0	0	0	0
CONTRACTUAL	0	0	0	0	0	0
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	0	0	0	0	0	0

CAPITAL EXPENDITURES	0	0	0	0	0	0
----------------------	---	---	---	---	---	---

CHANGE IN REVENUES ()	0	0	0	0	0	0
------------------------	---	---	---	---	---	---

FUND SOURCE	(Thousands of Dollars)					
1002 Federal Receipts	0	0	0	0	0	0
1003 GF Match	0	0	0	0	0	0
1004 GF	0	0	0	0	0	0
1005 GF/Program Receipts	0	0	0	0	0	0
1006 GF/MHTIA	0	0	0	0	0	0
Other	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

Estimate of any current year (FY94) cost: \$ -0-

POSITIONS						
FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

ANALYSIS: (Attach a separate page if necessary)

Prepared by: Roberley Waldron
 Division: Commissioner's Office
 Approved by Commissioner: Nancy Bear Usig
 Agency: Administration

Phone: 258-6117
 Date: _____
 Date: 1/14/94

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information, call the Governor's Legislative Office

COMMITTEE COPY

FISCAL NOTE

No. 2

Bill Version: CSHB 378(STA)

BILL (H) Publish Date: 3/29/94

STATE OF ALASKA
1994 LEGISLATIVE SESSION

Revision Date: _____ Dept. Affected: Administration
 Title: "An Act relating to the Older Alaskans BRL: Senior Services
Commission" Component: Senior Services Administration
 Sponsor: House Rules
 Requestor: (H) Hes COMPONENT SERIAL NO. 1981

Expenditures/Revenues (Thousands of Dollars)

OPERATING EXPENDITURES	FY95	FY96	FY97	FY98	FY99	FY00
PERSONAL SERVICES	0.0	0.0	0.0	0.0	0.0	0.0
TRAVEL	0.0	0.0	0.0	0.0	0.0	0.0
CONTRACTUAL	0.0	0.0	0.0	0.0	0.0	0.0
SUPPLIES	0.0	0.0	0.0	0.0	0.0	0.0
EQUIPMENT	0.0	0.0	0.0	0.0	0.0	0.0
LAND & STRUCTURES	0.0	0.0	0.0	0.0	0.0	0.0
GRANTS, CLAIMS	0.0	0.0	0.0	0.0	0.0	0.0
MISCELLANEOUS	0.0	0.0	0.0	0.0	0.0	0.0
TOTAL OPERATING	0.0	0.0	0.0	0.0	0.0	0.0

CAPITAL EXPENDITURES	0.0	0.0	0.0	0.0	0.0	0.0
----------------------	-----	-----	-----	-----	-----	-----

CHANGE IN REVENUES ()	0.0	0.0	0.0	0.0	0.0	0.0
------------------------	-----	-----	-----	-----	-----	-----

FUND SOURCE (Thousands of Dollars)

1002 Federal Receipts	0.0	0.0	0.0	0.0	0.0	0.0
1003 GF Match	0.0	0.0	0.0	0.0	0.0	0.0
1004 GF	0.0	0.0	0.0	0.0	0.0	0.0
1005 GF/Program Receipts	0.0	0.0	0.0	0.0	0.0	0.0
1006 GF/MHTIA	0.0	0.0	0.0	0.0	0.0	0.0
Other	0.0	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0	0.0

Estimate of current year (FY94) cost: none

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

ANALYSIS: (Attach a separate page if necessary)

Prepared by: Connie J. Sipe, Director Phone: 465-3250
 Division: Senior Services Date: _____
 Approved by Commissioner: Nancy Bear User Date: 3/14/94
 Agency: Administration

PREPARER TO PROVIDE ALL DISTRIBUTION COPIES TO GOVERNOR'S LEGISLATIVE OFFICE
 For further distribution information call the Governor's Legislative Office

WALTER J. HICKEL
GOVERNOR



P. O. Box 110001
Juneau, Alaska 99811-0001
(907) 465-3500

STATE OF ALASKA
OFFICE OF THE GOVERNOR
JUNEAU

January 14, 1994

*The Honorable Ramona L. Barnes
Speaker of the House
Alaska State Legislature
State Capitol
Juneau, AK 99801-1182*

Dear Speaker Barnes:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill relating to the Older Alaskans Commission, the Alaska Pioneers' Homes Advisory Board, and certain programs and services for older Alaskans.

The bill changes the name of the Older Alaskans Commission to the Alaska Commission on Aging, decreases the number of required yearly commission meetings, and extends the termination date of the commission. The bill also makes changes in the allocation of functions of the commission, the commission's executive director, and the commissioner of administration. For example, the commission, with the approval of the commissioner of administration, will set policy for the administration of federal programs under the federal Older Americans Act. The executive director, with the commissioner of administration's approval, will administer those programs. The executive director for the commission also will be responsible for the formulation and presentation to the commission of the comprehensive statewide plan that identifies the concerns and needs of older Alaskans. The commission will be responsible for approving a final plan.

The bill also makes certain changes in the composition and duties of the Alaska Pioneers' Homes Advisory Board. The board will be increased from seven to eight members; the new member will be the chairperson of the Alaska Commission on Aging. (Under existing law, the chair of the Alaska Pioneers' Homes Advisory Board is a member of the Older Alaskans Commission.) The bill also decreases the number of board meetings that must be held during a year.

Additionally, the Department of Administration plans to administratively establish a division of senior services to better coordinate services to older Alaskans. The Alaska Commission on Aging and the Alaska Pioneers' Homes Advisory Board would be located administratively in that new division. The new division would replace the

The Honorable Ramona Barnes

January 14, 1994

Page 2

existing division of pioneers' benefits and would assume responsibility for activities currently assigned to that division, which include administration of the pioneers' homes and the longevity bonus program.

The enactment of this bill into law, along with the administrative creation of the new division, will assure improved, coordinated efforts to address the varied problems confronting older Alaskans.

Sincerely,

A handwritten signature in cursive script, reading "Walter J. Hickel". The signature is written in dark ink and is positioned above the printed name and title.

Walter J. Hickel
Governor

HOUSE BILL NO. 378

IN THE LEGISLATURE OF THE STATE OF ALASKA

EIGHTEENTH LEGISLATURE - SECOND SESSION

BY THE HOUSE RULES COMMITTEE BY REQUEST OF THE GOVERNOR

Introduced: 1/14/94

Referred: State Affairs, Health, Education & Social Services, Finance

A BILL

FOR AN ACT ENTITLED

1 "An Act relating to the Older Alaskans Commission and staff of the commission;
 2 changing the name of the Older Alaskans Commission to the Alaska Commission
 3 on Aging and extending the termination date of the commission; relating to the
 4 Alaska Pioneers' Homes Advisory Board; relating to services and programs for
 5 older Alaskans; and providing for an effective date."

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

7 * Section 1. AS 18.56.700(b) is amended to read:

8 (b) In order to avoid duplication of efforts and to benefit from the
 9 commission's expertise, the office shall consult with the Alaska [OLDER
 10 ALASKANS] Commission on Aging in the performance of the office's duties under
 11 AS 18.56.700 - 18.56.799 so that the housing needs of senior citizens can be met most
 12 efficiently and effectively.

13 * Sec. 2. AS 44.21.110 is amended to read:

COMMITTEE COPY
COMMITTEE COPY

1 Sec. 44.21.110. PURPOSE OF THE BOARD. The board shall conduct annual
2 inspections of the property and procedures of the Alaska Pioneers' Homes and
3 recommend to the governor changes and improvements. The board shall meet on an
4 annual [A SEMI-ANNUAL] basis to review admissions[,] procedures and to consider
5 complaints.

6 * Sec. 3. AS 44.21.120 is repealed and reenacted to read:

7 Sec. 44.21.120. COMPOSITION OF THE BOARD. (a) The Alaska Pioneers'
8 Homes Advisory Board consists of

9 (1) seven members appointed by the governor from among citizens of
10 the state; and

11 (2) one member who is the chairperson of the Alaska Commission on
12 Aging (AS 44.21.200).

13 (b) The term of office of a member of the board appointed under (a)(1) of this
14 section is four years. No member of the board may serve more than eight consecutive
15 years. The members of the board appointed under (a)(1) of this section serve at the
16 pleasure of the governor.

17 (c) The governor shall designate one board member as the chair of the board.

18 * Sec. 4. AS 44.21.200(a) is amended to read:

19 (a) The Alaska [OLDER ALASKANS] Commission on Aging is established
20 in the Department of Administration. The members of the commission include

21 (1) the commissioner of administration or the commissioner's designee;

22 (2) the commissioner of community and regional affairs or the
23 commissioner's designee;

24 (3) the commissioner of health and social services or the
25 commissioner's designee;

26 (4) the chairperson [CHAIRMAN] of the Pioneers' Homes Advisory
27 Board designated [APPOINTED] under AS 44.21.120; and

28 (5) seven persons selected on the basis of their knowledge and
29 demonstrated interest in the concerns of older Alaskans, appointed by the governor in
30 accordance with (b) of this section.

31 * Sec. 5. AS 44.21.210(a) is amended to read:

1 (a) The commission shall meet at the call of the chairperson, at the request of
2 a majority of the members, or at a regularly scheduled time as determined by a
3 majority of the members. The commission shall meet at least four [SIX] times each
4 year.

5 * Sec. 6. AS 44.21.210(b) is amended to read:

6 (b) [THE MEMBERS OF THE COMMISSION LISTED IN
7 AS 44.21.200(a)(1) - (4) MAY NOT VOTE ON MATTERS BEFORE THE
8 COMMISSION.] A majority of the members of the commission [LISTED IN
9 AS 44.21.200(a)(5)] constitutes a quorum for conducting business and exercising the
10 powers of the commission.

11 * Sec. 7. AS 44.21.210(c) is repealed and reenacted to read:

12 (c) The governor shall designate, as the chair of the commission, a member
13 appointed under AS 44.21.200(a)(5).

14 * Sec. 8. AS 44.21 is amended by adding a new section to read:

15 Sec. 44.21.225. EXECUTIVE DIRECTOR. The executive director of the
16 commission shall

17 (1) formulate a comprehensive statewide plan that identifies the
18 concerns and needs of older Alaskans and present that plan to the commission;

19 (2) administer, with the approval of the commissioner of administration,
20 federal programs as provided under 42 U.S.C. 3001 - 3045i (Older Americans Act),
21 as amended; and

22 (3) administer, with the approval of the commissioner of administration,
23 state programs as provided under AS 47.65.

24 * Sec. 9. AS 44.21.230(a) is amended to read:

25 (a) The commission shall

26 (1) approve [FORMULATE] a comprehensive statewide plan that
27 identifies the concerns and needs of older Alaskans and, with reference to the
28 approved plan [ADOPTED], prepare and submit to the governor and legislature an
29 annual analysis and evaluation of the services that are provided to older Alaskans;

30 (2) make recommendations directly to the governor and the legislature
31 with respect to legislation, regulations, and appropriations for programs or services that

1 benefit older Alaskans;

2 (3) encourage [AND AID] the development of municipal commissions
3 serving older Alaskans and community-oriented programs and services for the benefit
4 of older Alaskans;

5 (4) employ an executive director who serves at the pleasure of the
6 commission;

7 (5) help older Alaskans lead dignified, independent, and useful lives;

8 (6) request and receive reports and audits from state agencies and local
9 institutions concerned with the conditions and needs of older Alaskans;

10 (7) [ADMINISTER,] with the approval of the commissioner of
11 administration, set policy for the administration of federal programs as provided
12 under 42 U.S.C. 3001 - 3045i (Older Americans Act), as amended and evaluate grant
13 applicants and make grant awards under those programs;

14 (8) [ADMINISTER,] with the approval of the commissioner of
15 administration, set policy for the administration of state programs as provided under
16 AS 47.65 and evaluate grant applicants and award grants under those programs;

17 (9) give assistance, on request, to the senior housing office in the
18 Alaska Housing Finance Corporation in administration of the senior housing loan
19 program under AS 18.56.710 - 18.56.799 and in the performance of the office's other
20 duties under AS 18.56.700.

21 * Sec. 10. AS 44.21.240(1) is amended to read:

22 (1) "commission" means the Alaska [OLDER ALASKANS]
23 Commission on Aging;

24 * Sec. 11. AS 44.66.010(a)(10) is amended to read:

25 (10) Alaska [OLDER ALASKANS] Commission on Aging
26 (AS 44.21.200) -- June 30, 1996 [1993];

27 * Sec. 12. AS 47.24.010(a) is amended to read:

28 (a) The following persons who, in the performance of their professional duties,
29 have reasonable cause to believe that an elderly person has suffered harm shall, not
30 later than 24 hours after first having cause for the belief, report the harm to the
31 Department of Health and Social Services: