

**ALASKA LEGISLATURE**

**1263**

**HOUSE and SENATE FINANCE COMMITTEE FILES, 1995-1996**

FY 96

Agency

Overview/

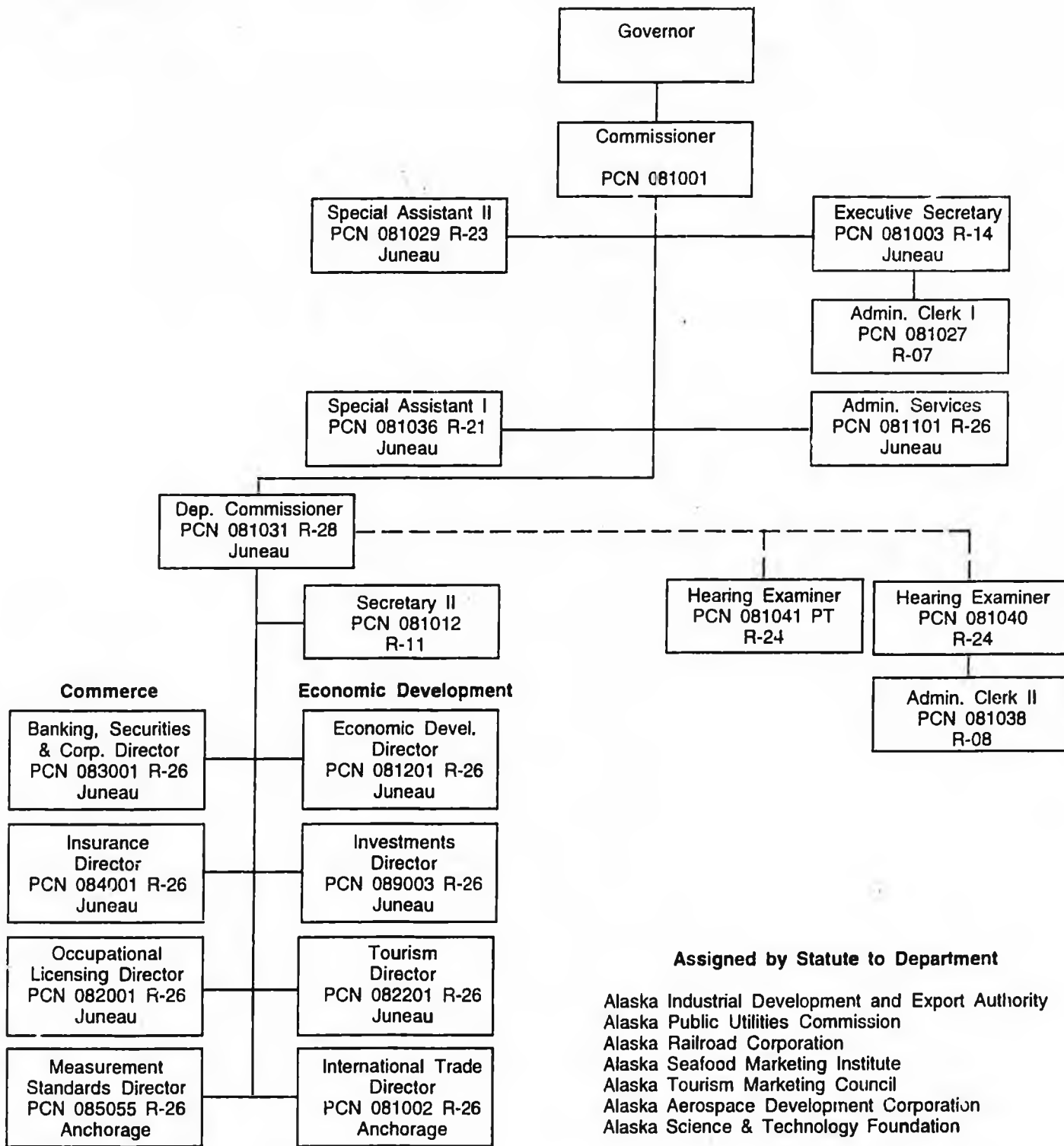
Attachments

**HFIN**

**FILE**

DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT

State of Alaska



*DEED*

ATT 2 1/24/95

***State of Alaska***  
***Department of Community and Regional Affairs***

**Mission**

DCRA's mission is to empower individual Alaskans to help them build stronger, healthier communities. The department's three-fold strategy for achieving this mission focuses on Stronger Local Economies, Stronger Local Government and Increased Local Fiscal Accountability.

**Core Services**

The Division of Community and Rural Development provides human resource and economic development opportunities for Alaskans through a wide range of integrated programs that promote stronger local economies and self-reliant, healthy individuals and communities:

- Provide rural economic development opportunities
- Administer state and federal job training programs
- Administer child care programs
- Administer the Head Start Program in Alaska

The Municipal and Regional Assistance Division helps local and regional governments to become more self sufficient in providing effective government services to community residents:

- Help local governments improve financial management capacity and financial accountability
- Provide support for operation & maintenance of rural utilities through the Rural Utility Business Advisor (RUBA) program
- Provide community planning assistance
- Provide land management assistance
- Advise and assists local government officials regarding their roles and responsibilities
- Help coordinate capital project development by various state and federal agencies in communities
- Administer the State's municipal financial assistance programs
- Provide a "one-stop" source of information on Alaskan community data
- Provide staff support for the Local Boundary Commission (LBC)
- Provide for the Office of the State Assessor

The Division of Energy assists in the development of safe, reliable and efficient energy systems that are financially viable and environmentally sound:

- Administer the Power Cost Equalization (PCE) Program
- Administer grant and loan programs for energy development
- Administer programs that address the special needs of rural energy
- Maintain statistics on statewide energy generation
- Coordinate the State's response to energy-related emergencies
- Provide for alternative energy initiatives

DCRA 1/24/95

The Division of Administrative Services provides general oversight and administrative support services for all department programs:

- Personnel
- Fiscal (financial transactions)
- Internal Audit
- Budget
- Grants Administration
- Procurement and Property
- Data Processing (departmental management information system)

### **Constituencies Served**

- Alaskan Businesses
- Parents and children
- Dislocated workers
- Local municipal governments
- Unincorporated community organizations
- Volunteer fire departments
- Alaska Natives
- The Legislature
- Rural utilities
- State and federal agencies

## Department Overview

### ■ DCRA's MISSION

**DCRA's mission is to empower individual Alaskans to help them build stronger, healthier communities.**

While the basic mission of the Department of Community and Regional Affairs might be applicable to a community affairs department in any state, it takes on particular significance when applied to the Alaska geographical, historic and economic context. Many of Alaska's communities are relatively new. Communities are still very much in a condition of transition, especially in rural Alaska. The department serves more than 200 communities widely separated over very large geographic and logistic distances. The economic and cultural disparities among Alaska communities are often far greater than between communities in other states. Many smaller communities have barely established a cash economy. There are fundamental unmet needs for capacity building in local government skills. Far more than in other states, Alaska's DCRA serves as a bridge between the past and the future of local communities.

DCRA is, by its nature and its constitutional and statutory mandates, a community-oriented agency. The need for a presence and participation at the local level dictates a decentralized organization which is sensitive to local needs and versatile enough to address the broad spectrum of issues and concerns which affect different types of communities. In delivering services to Alaska communities, the department must constantly cope with the inefficiencies inherent in the state's geography, the lack of a comprehensive regional government structure, and the scarcity of human and financial resources in many developing communities.

A major emphasis of DCRA is to place access to departmental programs and resources as close and convenient as possible to the population being served. Regional offices are located in Kotzebue, Nome, Bethel, Dillingham, Fairbanks, Tok, Anchorage, Sitka and Juneau. The offices are staffed with Local Government Specialists, Planners, Economic Development Specialists and Community Development Specialists. Regional office staffs provide a variety of local governance services to all communities, incorporated and unincorporated, and serve as a service delivery means for DCRA's rural economic development and job training efforts.

The department's mission inherently includes a strong advocacy role. In addition to serving as a bridge between the past and the future for communities, DCRA serves as a bridge between the local community interests and the interests of state and federal agencies. It is critical for the successful development of rural Alaska that communities have the opportunity for substantive participation in the development process. From the state's perspective, DCRA serves as a catalytic agent for change, working to ensure that state and federal funded infrastructure projects such as water, sewer, power and roads are maintained and to help promote community economic development opportunities.

## ■ DCRA CONSTITUENCIES — AND STRATEGIES FOR SERVING THEM

The overriding goal of the Department is to empower communities, families and individuals to effectively tackle the governmental, economic and social challenges they face. Although it delivers programs statewide to assist these constituencies, DCRA has a special link to rural Alaska.

An underlying goal of the department is to operate in a strategic manner; identifying key departmental initiatives or goals which have the greatest constructive potential and then structurally aligning the department's functions and programs to more directly support those initiatives. A second underlying goal for the department is to maximize the linkages among departmental programs to promote a more holistic approach to constituent needs. In addressing its desire to help individuals, families and communities to help themselves, the department is focusing on three major long range goals: stronger local economies, stronger local governments and stronger families. A three-fold strategy has been implemented to accomplish these goals.

### **Strengthen local economies**

The Division of Community and Rural Development (DCRD) operates three major programs focused on helping communities gain a higher degree of economic self sufficiency. These are the Rural Economic Development Initiative (REDI), the state-administered federal Job Training Partnership Act (JTPA), and the parent caregiver and community services consolidated under the Child Care programs. The basic operational concept for DCRD is maximum coordination between these program elements to provide a comprehensive approach to supporting community needs for economic development assistance.

The department created a new job class entitled Economic Development Specialists to facilitate this concept. The division now has four positions (three regional positions and one statewide position) providing economic development assistance. The Economic Development Specialists serve as catalysts to draw together the collective economic development opportunities of the department's existing programs such as grants, loans, job training and technical assistance. They work directly with communities to assess potential economic opportunities and turn those opportunities into specific community development projects.

A newly acknowledged cornerstone in the local economic base are the resources of child care assistance programs for parents, consumer education, related resource and referral services, and caregiver training. Available, affordable, high quality child care strengthens a community's support for existing local businesses, as well as strengthening a community's attraction for new economic enterprise and productive employees.

The cost and reliability of energy resources are critical elements in local economic development. DCRA's new division, the Division of Energy (DOE), is providing significant support for rural economic development. Recognizing the important role that energy plays in rural and economic development, the Legislature dissolved the Alaska Energy Authority in 1993 and moved its rural

development components into DCRA. Bringing these critical development resources into the department created additional coordination opportunities and provided the department a broader front on which to implement its strategic goals for rural economic development.

Another DCRA economic development initiative is the Community Development Quota (CDQ) program, one of the most significant rural development programs ever attempted for Western Alaska. Designed with the goal of involving Bering Sea coastal residents in the rapidly developing groundfish industry, the CDQ program focuses on job creation and retention, fishery and financial management training, and local control. Within the first 13 months of operation, hundreds of rural residents have found employment opportunities through the CDQ program. Besides direct employment, the CDQ program has resulted in numerous development projects throughout the coastal region.

### **Strengthen local governments**

It is both desirable and necessary for communities to assume greater responsibilities for fiscal management at the local level. However, in parallel with the assumption of increased responsibilities, communities must improve their administrative capacity and their financial management systems. Many smaller communities still do not possess the level of administrative sophistication to successfully manage their financial resources or utility systems in an efficient and effective manner.

The department's Municipal and Regional Assistance Division (MRAD) is designed to support the development of self-sufficient, effective local governments. Community assistance is delivered primarily through the department's regional offices. MRAD programs include both direct and indirect financial assistance to incorporated and unincorporated communities in the areas of governmental and financial management, utility management, public planning processes, land use planning, and capital project planning. MRAD staff also operate several major community funding programs including State Revenue Sharing, Municipal Assistance, Municipal Organizational Grants, Shared Fisheries Business Program and the National Forest Receipts program.

The State Assessor's Office, located in MRAD, provides assistance to communities regarding taxation requirements and options. MRAD staff also support the Local Boundary Commission which oversees local government boundary changes as well as petitions for municipal incorporation and dissolution.

The Division of Energy also plays an important role in helping local governments that operate and maintain their community's power systems. DOE staff perform technical assistance for rural communities and then personally, or through contracts, maintain and upgrade community power and fuel facilities. The division is expanding its efforts to assist communities in managing their electric and fuel facilities, including the coordination of local, state and federal efforts.

### **Strengthen families**

In addition to its support for economic development, the Division of Community and Rural Development's community-based programs provide direct support for families to be contributing members of the community. These programs include several child care programs and the Head Start Program.

The ability of some parents to work or go to school is often directly related to the availability of affordable, high quality child care. The department's child care programs address the full spectrum of child care needs from child care grants for eligible parents to grants and training for those who operate or work in child care centers.

Head Start is designed to improve the overall quality of life of low-income children and their parents. The program does this through a comprehensive program of education, health, nutrition, social services, parent involvement and career development.

## DIVISION OF COMMUNITY AND REGIONAL DEVELOPMENT (DCRD)

### ◆ DCRD Mission

The mission of the Division of Community & Rural Development (DCRD) is to assure the highest quality provision of a diversity of human resource and economic development opportunities for Alaskans that promote and result in self-reliant and healthy individuals and communities.

## MUNICIPAL AND REGIONAL ASSISTANCE DIVISION (MRAD)

### ◆ MRAD Mission/History

**The fundamental purpose of the Municipal and Regional Assistance Division is to help local and regional governments to become more self sufficient in providing effective government services to community residents.**

The writers of the state's constitution mandated the creation of a "local affairs agency." Article X, Section 14. Local Government Agency of the State Constitution states:

*'An Agency shall be established by law in the executive branch of the state government to advise and assist local governments. It shall review their activities, collect and publish local government information, and perform other duties prescribed by law.'*

The Alaska Constitution specifically provides for maximum local self government. However, the framers of Alaska's Constitution recognized that many local governments in the state were not fully developed and would not have the resources to achieve strong local self-determination unless they were assisted in this effort. Also, a large part of the state consists of the "unorganized borough" in which there is no regional form of government.

MRAD fulfills this mandated function by offering local governments and other community entities a broad range of support for local development efforts. This mandate is the only executive agency mandated by the constitution. Its presence symbolizes both the importance and the interest expressed by the founders in fostering strong local governments.

## **DIVISION OF ADMINISTRATIVE SERVICES (DAS)**

### **◆ DAS Mission**

The Division of Administrative Services (DAS) has historically maintained a service delivery attitude and is primarily responsible for assisting the divisions within the department in implementing their programs. The division also has the dual responsibility of ensuring such programs are administered in compliance with federal regulations; state laws, polices and procedures; and departmental policies and procedures as approved by the Office of the Commissioner.

In essence, the division's mission is to ensure the Commissioner's Office, Division Directors, and other program managers comply with administrative processes and at the same time provide assistance to divisions to ensure that administrative processes do not delay programmatic implementation. In addition, DAS provides direct service delivery to unincorporated communities and non-profit organizations by administering various grant programs.

## **DIVISION OF ENERGY (DOE)**

### **◆ DOE Mission**

**The mission of the Division of Energy is to assist in the development of safe, reliable, and efficient energy systems throughout Alaska, that are financially viable and environmentally sound.**

Alaska has more than 118 independent utilities serving a total population of under 600,000 and covering an enormous range of geographic and economic diversity. The Division of Energy places emphasis on lowering the costs and increasing the safety and reliability of rural power systems. Some rural utilities need assistance to remedy safety deficiencies and assure safety inspections of electrical systems. Emergency responses to utility systems failures are provided, as necessary, to protect the life, health, and safety of rural Alaskans.

In order to achieve the least cost energy supply, DOE will assess options to replace diesel generation and oil heat with alternatives based, if possible, on local sources of energy such as coal, wood, hydroelectric, solid waste, or wind.

Interties connecting community electrical systems will be investigated to determine if lower cost energy can be achieved. Where interties are not feasible, and alternatives to diesel are not locally available, DOE will work with the utilities to maximize the efficiency of diesel generation. Waste heat recovery and distribution systems will be investigated and implemented where feasible. Assistance for connecting new customers can be granted when lower energy costs for

the new customer are demonstrated or when the additions to the customer base of the utility result in overall utility rate reductions.

Bulk fuel delivery systems, storage systems, and purchasing cooperatives, are areas in which utilities and DOE can work together to achieve the goals of reducing risk to the environment and lowering total fuel cost to the utility. Working with the Bulk Fuel Task Force, Division of Energy will develop plans for maintenance, management, and scheduled replacement of bulk fuel storage facilities. Assistance for emergency bulk fuel repairs will be available from DOE based on critical need and funding availability. The Bulk Fuel Task Force is preparing an overall strategy to begin a systematic, long-term approach to resolve the enormous task of repair, improvement, new construction, and remediation. Cooperative effort from the federal, state, and local governments and private companies will be needed to face this crisis.

Small village utilities can find it difficult to provide professional management and experienced personnel for system operation and maintenance. DOE will work with these smaller utilities to investigate ways for their customers to realize the benefits from professional management. Electrical interties help to interconnect communities thus building a system large enough for economy of scale savings. Training programs will be used to increase utility operator knowledge. Circuit rider maintenance programs help to complete the goal of safe, efficient systems. DOE will continue efficient administration of the Power Cost Equalization Program. Also, in conjunction with Alaska Housing Finance Corporation, DOE will assess opportunities for reducing heating energy consumption.

# Overview of the Department of Community and Regional Affairs



**Mike Irwin, Commissioner**  
**January 1995**

DRR  
MIR  
1/24/95

# DEPARTMENT OF COMMUNITY AND REGIONAL AFFAIRS

**Stronger  
Local Governments**

**Reliable  
Energy Systems**

**Fiscal  
Accountability**

**Stronger  
Local Economies**

**Municipal and  
Regional Assistance  
Division**

**Division of  
Energy**

**Division of  
Administrative  
Services**

**Division of  
Community and Rural  
Development**

Administration    Planning    Rural Management    Engineering

Fiscal    Audit    Budget    Grants

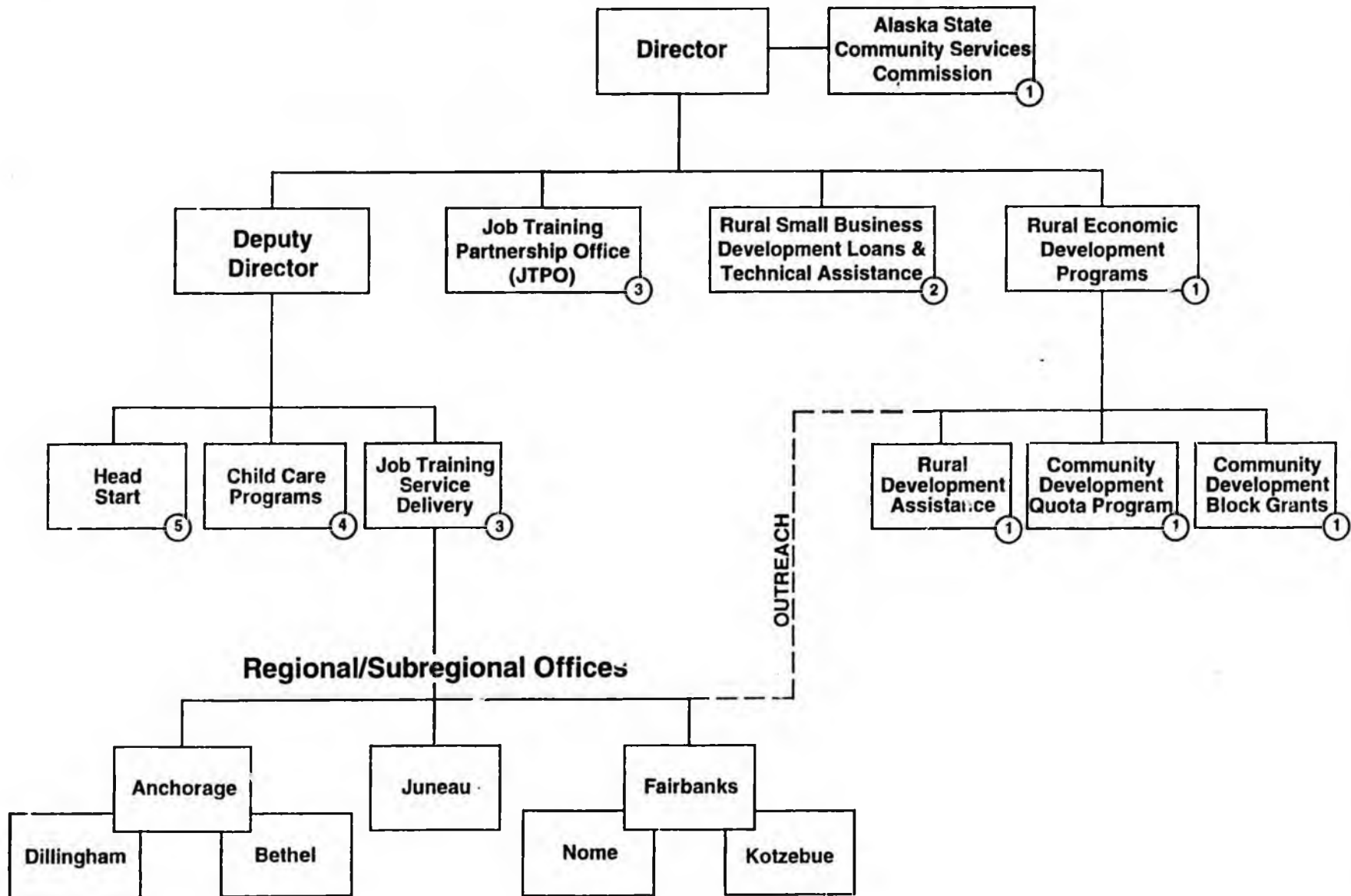
Personnel    Property    Data Processing

Local Government Assistance    Land Management Programs    Local Boundary Commission    State Assessor

Coastal Management, Flood & Emergency    Research & Analysis    Revenue Sharing & Municipal Assistance

Rural Small Business Development    Rural Economic Development Programs    Child Care and Head Start Programs    Job Training Programs

# Division of Community and Rural Development



## **DIVISION OF COMMUNITY AND RURAL DEVELOPMENT (DCRD) PROGRAM DESCRIPTION**

### **1. RURAL ECONOMIC DEVELOPMENT PROGRAMS:**

**RURAL DEVELOPMENT ASSISTANCE** — AS 44.47.130, 19 AAC 60.010 — Provides funds for development aid to rural areas of the state.

**COMMUNITY DEVELOPMENT GRANTS** — AS 44.47.130 — Provides various services to low-income groups in the state with federal funds; provides funds for capital projects for economic and community development.

**RURAL SMALL BUSINESS DEVELOPMENT LOANS AND TECHNICAL ASSISTANCE** — AS 44.47; 19 AAC 70.010-900 — Implements and manages Rural Development Initiative Fund (RDIF) loans; provides department with assistance in development of new initiatives; provides technical assistance to field Economic Development Specialists.

**COMMUNITY DEVELOPMENT QUOTA PROGRAM (CDQ)** — 6 AAC 93.010-900; 50 CFR 657.20, 675.27, 676.24 — Provides staff support and technical assistance to eligible communities and their economic development organizations in a private/public partnership to recommend allocation of Bering Sea fisheries resources.

**ALASKA STATE COMMUNITY SERVICE COMMISSION (ASCSC)** — 45 CFR 2550 — Provides pass through grant funding and technical assistance to eligible Alaskan communities and volunteer service organizations to enhance the overall quality of life for community residents by expanding community and volunteer service development opportunities.

### **2. JOB TRAINING PROGRAMS:**

**JOB TRAINING PARTNERSHIP OFFICE (JTPO)** — Administrative Order 122; P.L. 97-300; AS 44.47 — Administers the federal JTPA at the state level; provides funds to local service delivery areas which provide services to participants.

**STATEWIDE EMPLOYMENT AND TRAINING (STEP)** — Chapter 17, SLA 1993 — Provides training and employment services to unemployed and likely to become unemployed Alaskans in order to reduce demand for unemployment insurance benefits.

**JOB TRAINING SERVICE DELIVERY** — Administrative Order 113; 19 AAC 60.01; P.L. 97-300; AS 44.47 — Provides training and employment opportunities to low-income adults, youth, and workers who have been dislocated due to industry closure.

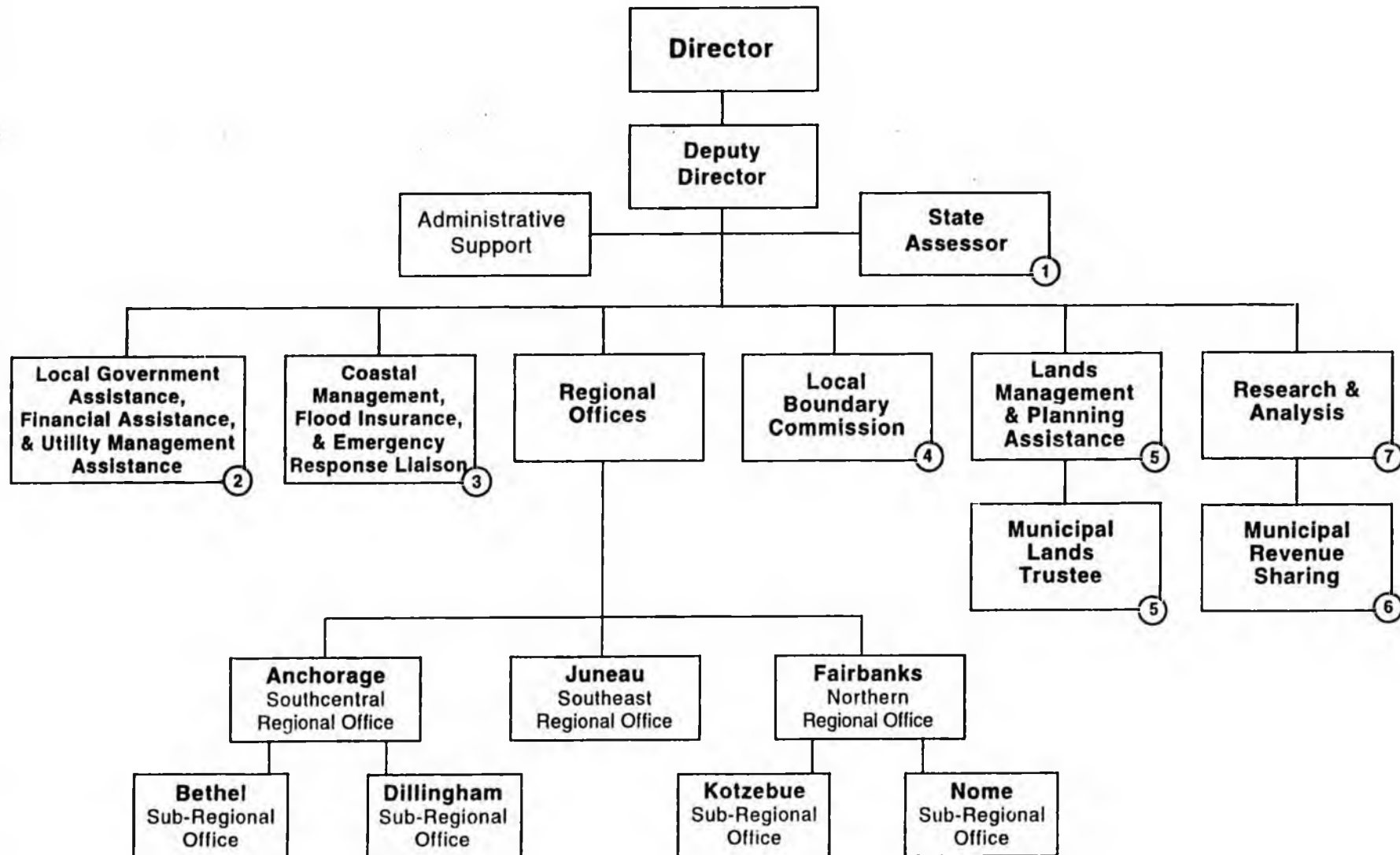
**DIVISION OF COMMUNITY AND RURAL DEVELOPMENT, Continued...**

**3. CHILD ASSISTANCE PROGRAMS:**

**CHILD CARE/DAY CARE ASSISTANCE** — AS 44.47.250-310; 45 CFR 98-99; 45 CFR 255-257; 19 AAC 65.010-070 — Provides day care assistance to low-income working/training parents and operating grants to child care facilities.

**HEAD START** — AS 37.07.080; 44.17.030-050; AS 47.05.050 — Provides state/local match for the federal Head Start program.

## Municipal and Regional Assistance Division



## **MUNICIPAL AND REGIONAL ASSISTANCE DIVISION (MRAD) PROGRAM DESCRIPTION**

1. **STATE ASSESSOR** — AS 29.45.105; AS 29.45.090; AS 14.17.140(2); AS 44.47.050(1) and (19) — The State Assessor's duties include correction of major errors in municipal assessment, valuation or taxation procedures; and production of annual full and true value determinations for property taxing municipalities to be used for local tax limitations and the school foundation program.
2. **LOCAL GOVERNMENT ASSISTANCE, FINANCIAL ASSISTANCE AND UTILITY MANAGEMENT ASSISTANCE** — Article X, Section 14 of the State Constitution; AS 44.47— Program provides financial, administrative, service delivery and planning assistance to local governments. Also provides the Financial Outreach Services to Encourage Recovery (FOSTER) Program and Rural Utilities Business Advisory (RUBA) Program.

**ORGANIZATIONAL GRANTS** — AS 29.05.180; AS 29.05.190 — Provides funds for two or three years on a descending scale to newly incorporated cities or boroughs, to defray the costs of transition to a new status.

3. **COASTAL MANAGEMENT, FLOOD INSURANCE, AND EMERGENCY RESPONSE LIAISON** — AS 44.47.050-44.47-095, AS 46.13.020 — Provides technical assistance and administers coastal resource districts for the federal Coastal Zone Management Program; ensures National Flood Insurance Program is provided to municipalities statewide; and participates in the State Emergency Response Commission.
4. **LOCAL BOUNDARY COMMISSION** — Article X, Section 12 of the State Constitution; AS 44.47 and AS 29 — Commission makes determinations on incorporations of boroughs or cities, annexations, detachments, and dissolutions; performs feasibility studies; holds public hearings in affected areas.
5. **LANDS MANAGEMENT PLANNING AND ASSISTANCE** — AS 44.47.050-100; SECTION 14(C)(3) OF P.L. 92.203 — Protects state and local government investments in buildings and facilities by actively working with agencies and communities to assure adequate site control for publicly-funded projects. Also provides general land management assistance to communities. Provides training and assistance on planning, mapping and other requirements of the Alaska Native Claims Settlement Act (ANCSA) which requires transfers of land from native corporations to municipalities or transfers in trust for future municipalities.

**MUNICIPAL LANDS TRUSTEE (MLT)** — AS 44.47.150 — Provides a trustee relationship between the state and unincorporated communities. Holds in trust land transferred under ANCSA from native corporations until the communities incorporate.

## MUNICIPAL AND REGIONAL ASSISTANCE DIVISION. Continued...

### 6. MUNICIPAL REVENUE SHARING SECTION:

**STATE REVENUE SHARING** — AS 29.60.010-300 — Entitlement program for local governments and unincorporated communities which provides funds for road maintenance, fire protection, health facilities. Provides an on-going source of revenue for communities with little or no tax base. Program in existence since 1970.

**MUNICIPAL ASSISTANCE** — AS 29.60.350-370 — Entitlement program for municipal entities, the purpose of which is to reduce or maintain property taxes while providing important public services. The legislature may appropriate to the Municipal Assistance fund 30% or more of the Corporate Income Tax collected in the previous fiscal year.

**SHARED FISHERIES BUSINESS TAX PROGRAM** — AS 43.75.137 — Funding for the program is transmitted from the Department of Revenue to DCRA and allocated to municipalities based on a demonstration by the municipalities that they suffered significant effects from fisheries business activities.

**NATIONAL FOREST RECEIPTS PROGRAM** — AS 14.15.180 — 25% of the income earned from activities within the national forest is distributed to boroughs and cities within the national forest. Federal law requires that the funds be expended only for the benefit of public schools and public roads.

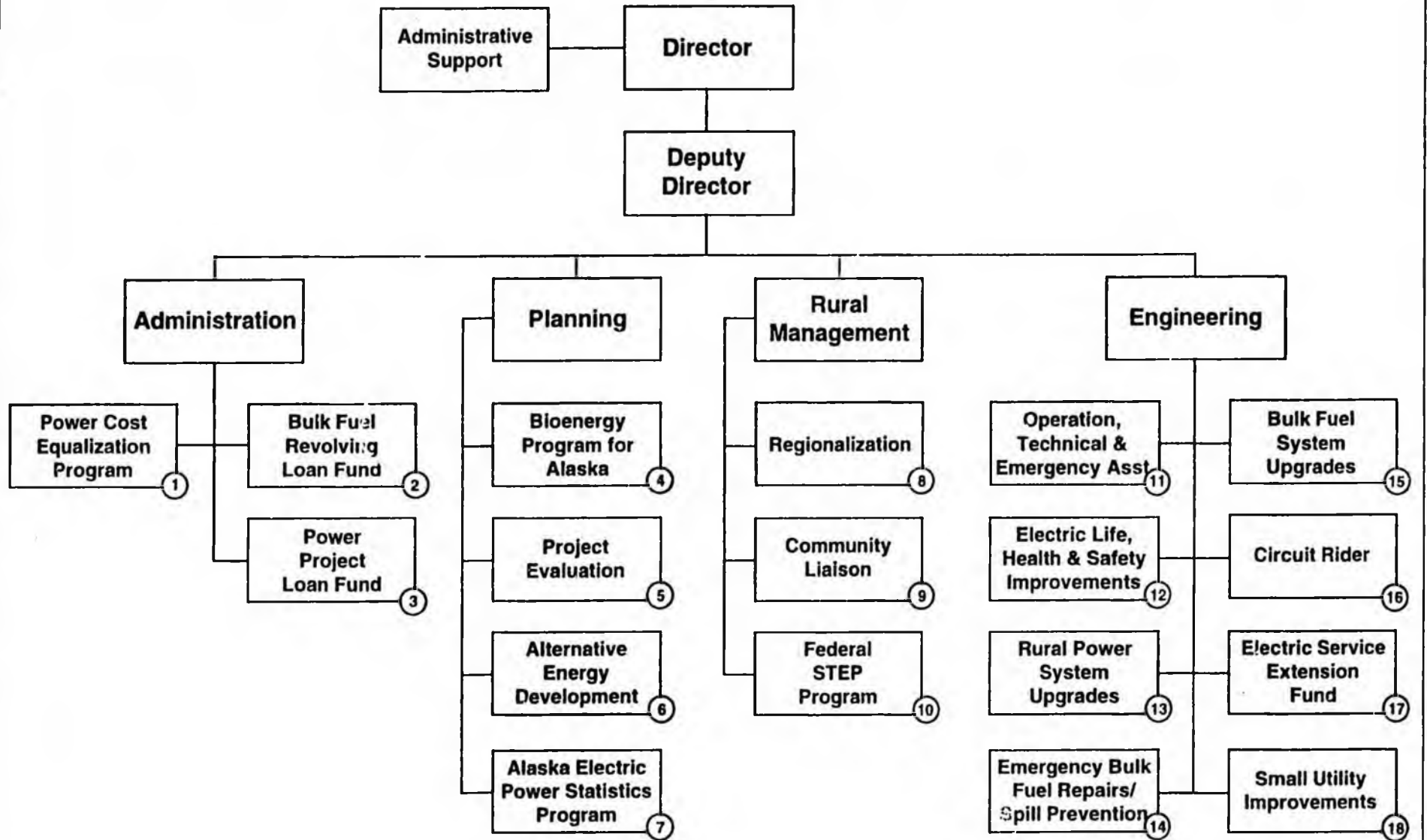
### 7. RESEARCH & ANALYSIS SECTION:

**DATA COLLECTION AND INFORMATION MANAGEMENT** — Technical development, research, data collection, and maintenance activities for the following Department databases: the DCRA Community Database, which produces Community Profiles, custom data reports, and computer data files; the Rural Alaska Project Identification and Delivery System (RAPIDS) Database, a compilation of both funded and potential capital improvement projects in rural communities; the Municipal Revenue/Expenditure Database; and the Municipal Officials Database, which produces the annual *Municipal Officials Directory*.

**POPULATION AND SOCIOECONOMIC DATA** — Provides technical support to municipalities for local population censuses or estimates, and certifies municipal populations for State Revenue Sharing and Municipal Assistance program purposes. Provides information and analysis of decennial U.S. Bureau of Census data to local, state, federal, and private requestors.

**ISSUES ANALYSIS AND SPECIAL PROJECTS** — Conducts research and analysis on special issues, and provides technical support for departmental projects.

# Division of Energy



## **DIVISION OF ENERGY (DOE) PROGRAM DESCRIPTION**

1. **POWER COST EQUALIZATION (PCE)** — AS 42.45.100 — Reduces electric rates paid by consumers in rural communities where diesel-fired generators meet most local electric needs.
2. **BULK FUEL REVOLVING LOAN FUND** — AS 42.45.250 — Provides assistance to rural communities for the bulk purchase of petroleum fuels.
3. **POWER PROJECT LOAN FUND** — AS 42.45.010 — Provides financing for development of new, small-scale power projects, conservation facilities, bulk fuel storage, transmission and distribution lines, or potable water supplies.

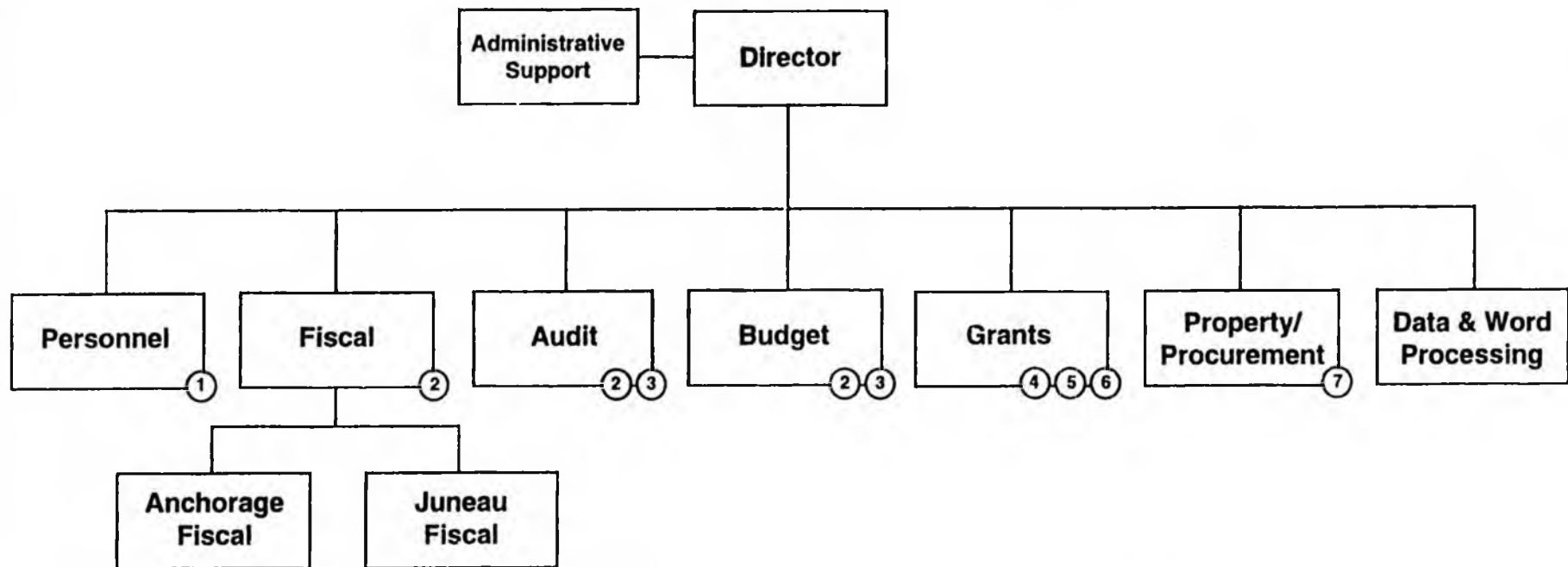
**ASSISTANCE TO RURAL UTILITIES** — AS 42.45.400 — This Rural Programs segment provides assistance and technical support through the following programs:

4. **BIOENERGY PROGRAM FOR ALASKA** — This federally-funded program promotes the use of wood waste and municipal solid waste for energy recovery.
5. **PROJECT EVALUATION** — Provides for the engineering, environmental and economic analysis of power projects throughout the state.
6. **ALTERNATIVE ENERGY DEVELOPMENT** — Funds the design, evaluation and development of alternatives to diesel energy in small communities, including hydroelectric power, interties, conservation, wood, coal, wind and others.
7. **POWER STATISTICS PROGRAM** — The annual *Alaska Electric Power Statistics* report provides comprehensive information on electric utilities in Alaska.
8. **RURAL UTILITY REGIONALIZATION** — Assists rural stand-alone utilities to upgrade systems, develop management plans and work towards the concept of consolidation either through electric cooperatives or in assisting utilities to join an existing regional utility.
9. **COMMUNITY LIAISON** — Division staff act as liaison between the Division and rural communities, Division directors, other state and federal departments, the Legislature and the Governor's Office.

**DIVISION OF ENERGY, Continued...**

10. **FEDERAL STEP PROGRAM** — The Division has developed a powerhouse operators training program which is funded by the State Training and Employment Program (STEP).
11. **OPERATION, TECHNICAL AND EMERGENCY ASSISTANCE** — Components of this program include: Rural Technical Assistance; Metering and Rural Data Acquisition; and Emergency Prevention.
12. **LIFE HEALTH SAFETY PROGRAM** — Assists utilities and communities in correcting problems that pose an immediate threat to life, health and safety in rural communities.
13. **RURAL POWER SYSTEMS UPGRADES PROGRAM** — Provides for the design and construction of new power systems and upgrades of existing electrical generation and distribution systems in rural communities.
14. **EMERGENCY BULK FUEL REPAIRS AND SPILL PREVENTION** — Provides for emergency repairs to bulk fuel storage and handling systems in rural Alaska.
15. **BULK FUEL SYSTEM UPGRADES** — Funds the design and upgrade of bulk fuel storage and handling facilities in rural communities which are dependent on seasonal fuel delivery and long-term storage.
16. **CIRCUIT RIDER** — Provides training to local operators; improves maintenance and operations of small community electric utility systems; reduces operating costs; prevents safety hazards and emergency situations; and reduces the need for future capital demands on the state.
17. **ELECTRIC SERVICE EXTENSION FUND** — AS 42.45.400 — Provides matching funds to electric utilities to help defray the high costs of extending new electrical service to residences and small businesses.
18. **UTILITY IMPROVEMENT GRANTS** — AS 42.45.180 — Provides matching grants to utilities participating in the PCE Program for projects that will reduce the cost of electric power transmission and generation.

## Division of Administrative Services



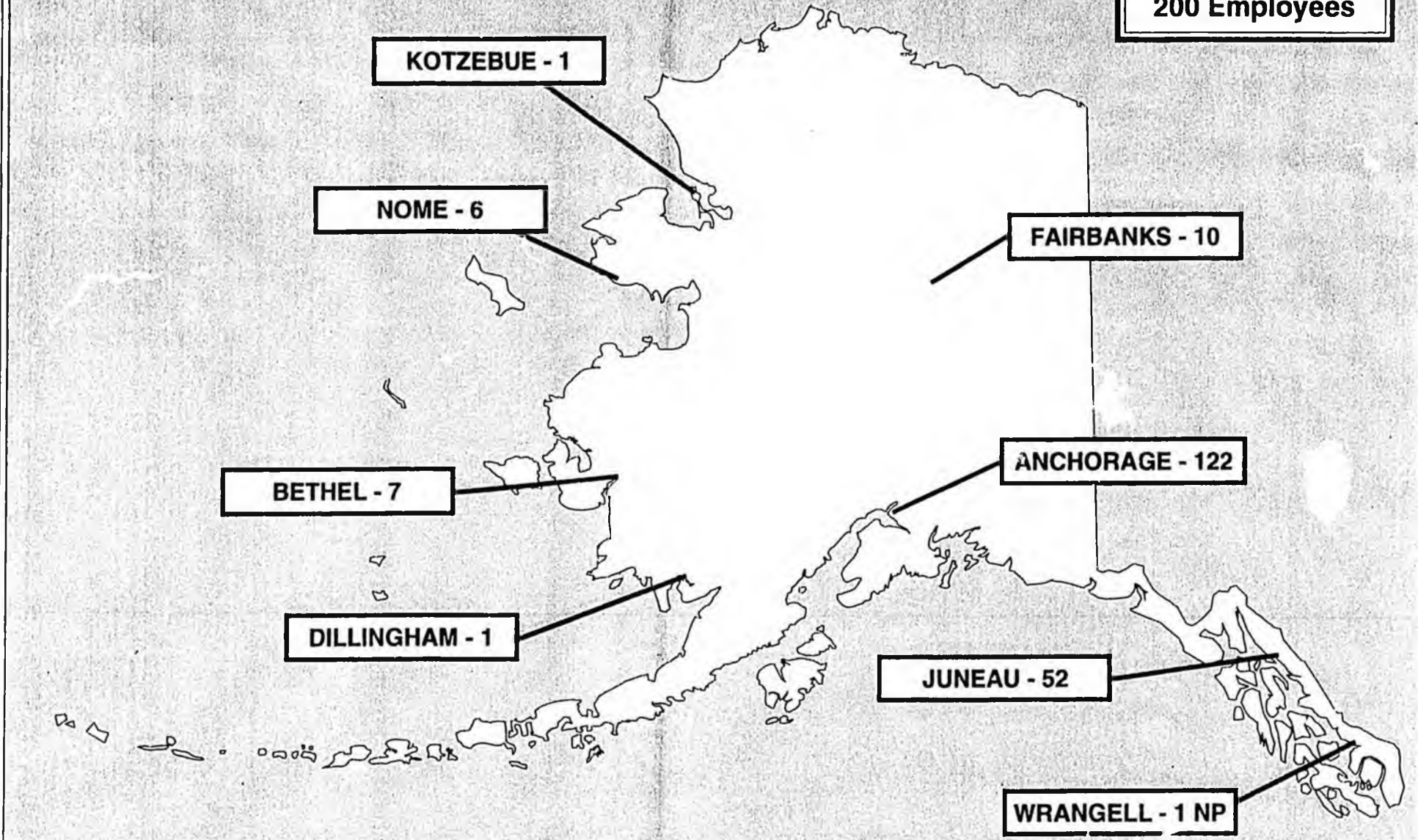
## **DIVISION OF ADMINISTRATIVE SERVICES (DAS) PROGRAM DESCRIPTION**

The Administrative Services Division ensures departmental compliance with the following statutes and administers grants under three statutory programs.

- 1. PUBLIC OFFICERS AND EMPLOYEES — AS 39**
- 2. FISCAL PROCEDURES ACT — AS 37.05.010 - 37.05.995**
- 3. EXECUTIVE BUDGET ACT — AS 37.07.010 - 37.07.130**
- 4. GRANTS TO NAMED RECIPIENTS — AS 37.05.316**
- 5. GRANTS TO UNINCORPORATED COMMUNITIES — AS 37.05.317**
- 6. COMMUNITY PROJECT MATCHING GRANTS — AS 37.06.020**
- 7. PUBLIC CONTRACTS — AS 36**

# Department of Community and Regional Affairs FY 96 Staffing by Location

**STATEWIDE  
200 Employees**



## STATE OF ALASKA

WALTER J. HICKEL, GOVERNOR

## DEPARTMENT OF LAW

OFFICE OF THE ATTORNEY GENERAL

P.O. BOX 110300 - DIMOND COURT HOUSE  
JUNEAU, ALASKA 99811-0300  
PHONE: (907) 465-3600  
FAX: (907) 465-2075

November 30, 1994

The Honorable Walter J. Hickel  
Governor  
State of Alaska

Dear Governor Hickel:

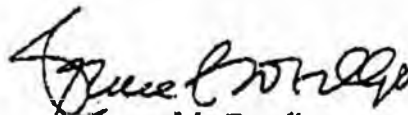
On behalf of the Criminal Justice Work Group formed by you in Administrative Order No. 138, I am pleased to present to you a report entitled *Options for Cost Containment in the Criminal Justice System*.

This report was specifically requested by you, because meeting the challenge of the responsibilities of our criminal justice system will become more difficult as state revenues continue to decline in the future.

This report does not contain detailed proposals, but rather represents the collective "brainstorming" of criminal justice agencies. Not surprisingly, the one consensus reached by the group was that real progress cannot be made in cost *reduction* unless the legislative and executive branches take meaningful steps to control alcohol. You yourself have endorsed one option toward that end: raising alcohol taxes.

Your leadership in criminal justice matters during the last four years has been much appreciated, and we hope that the initiatives begun during your Administration will carry forward to create an even better criminal justice system in the years ahead.

Very truly yours,



Bruce M. Botelho  
Attorney General

# Options For Cost Containment In The Criminal Justice System

By the Governor's Criminal Justice Work Group\*

November 30, 1994

## Contents

Introduction . . . . . 1

Part I: Alcohol in Alaska . . . . . 1

Part II: Other Options

    Courts . . . . . 3

    Department of Corrections . . . . . 4

    Raising Revenue . . . . . 5

    Sentencing Commission Recommendations . . 5

    Increased Plea Bargaining . . . . . 6

    De-Criminalizing Certain Offenses . . . . . 7

    Increased Local Prosecution . . . . . 8

Conclusion . . . . . 8

\* The Criminal Justice Work Group was formed by Governor Walter J. Hickel in Administrative Order No. 138 to make recommendations on fiscal, operational and policy matters relating to criminal justice. The group is comprised of the attorney general, the commissioners of administration, corrections, public safety, and health and social services, and the directors of the office of management and budget, the office of public advocacy and the public defender agency. In addition, regular contributors to the discussions include the administrative director of the Alaska court system, members of the legislature, the executive director of the Alaska Judicial Council, the president of the Alaska Association of Chiefs of Police and the deputy chief of the Anchorage Police Department.

## Introduction

The Criminal Justice Work Group was requested by the Governor to explore cost containment in the criminal justice system. In other words, assuming criminal justice agencies would not receive increases to their budgets, how would the members of the work group propose to handle an ever-increasing criminal caseload? The group was asked to provide a list of options for legislative, judicial and executive action, without undue regard to the popularity of the proposals. The Governor also asked the group to identify "what drives the cost of the criminal justice system."

Because of the short timeframe in which the group's discussions have occurred, there has been insufficient opportunity to fully explore many of the options listed and there was no consensus on any topic except one.

The one concensus item involves alcohol. It was the unanimous observation by all the members of the work group that what "drives" the system is alcohol, and that real progress cannot be made in cost *reduction*—or in the reduction of a wide range of social problems—unless the legislative and executive branches are serious about controlling alcohol. The group strongly believes that all the other options listed in this report are stop-gaps and half-measures that may only help contain costs for a short while, and simply amount to tinkering, without addressing the root cause of the vast majority of crime.

### Part I: Alcohol in Alaska

The work group unanimously agrees that alcohol is far and away the number one cause of crime in Alaska and that reducing alcohol use by even a small amount would reduce crime and the resulting pressure on criminal justice agencies. The group's strongest recommendation, therefore, is that the executive and legislative branches take meaningful steps to curb the use of alcohol.

The role played by alcohol in crime in Alaska cannot be overemphasized. It is estimated to contribute to or cause 80-95% of the violent criminal offenses here, and a very large number of all state prisoners—particularly, and most tragically, Alaska Natives—were intoxicated at the time of the commission of their offense. The Governor's Task Force on Community Jails has noted that the care of incapacitated persons is one of the major problems facing rural police, jails and health facilities.

The liquor industry has stated in legislative hearings that an increase in tax will decrease use of alcohol. Studies elsewhere have shown this to be true, and that use will decline most in younger people who find it harder to afford. This, the work group believes, is the best argument that can be made for raising alcohol taxes.

It is no doubt true that serious alcoholics will abuse alcohol no matter what the level of tax, and whether they have to pay \$8.99 for a bottle from a liquor store in Anchorage or \$50 from a bootlegger in Bethel. By reducing other alcohol-related crime (such as DWI and domestic violence), criminal justice agencies can devote more attention to these hard-core drinkers and the problems they create.

Until alcohol use declines, the cost of the criminal justice system will likely continue to grow, no matter what other steps are taken. Although a return to prohibition may not be feasible, other ideas for stemming alcohol use and abuse include:

- (1) increasing the state tax on alcohol,
- (2) giving communities more flexibility to tax alcohol at the local level,
- (3) creating penalties for providing alcohol to a person on probation,
- (4) requiring identification cards for all alcohol purchases that can be revoked upon conviction of an alcohol-related offense, and
- (5) court-mandated use of "Antabuse"\*.

\*The group cautions, however, that "Antabuse" can cause dangerous reactions in some people and that it should be administered only after a physical exam and in conjunction with alcohol counselling.

## **Part II: Other Options**

### **Courts**

(1) **Electronic Monitoring:** Electronic monitoring provided by the private sector has been used in Alaska and elsewhere as a substitute for pretrial detention ordered by the courts for both adult and juvenile offenders. Improvements in technology reduce the risks, yet the cost remains prohibitive for many defendants. A subcommittee has been appointed to review this area further.

(2) **Video-conferencing:** The court system currently uses video-conferencing in Fairbanks and Anchorage to reduce prisoner transportation costs. The Anchorage court also uses a similar system connected to McLaughlin Youth Center for juvenile cases, the only such system in the country. Additional court sites are under consideration for expansion of video conferencing. This technology could be expanded, and has the added advantage of increasing courtroom security.

(3) **Tribal Courts and Councils:** Tribal court action in minor criminal offenses could be effective in many cases if properly structured and voluntary. The group agreed that each agency should carefully review the recommendations regarding agency interactions with local and tribal organizations made by the Alaska Judicial Council in its 1993 report. The Judicial Council recommendations in the 1993 report do not include any recognition of "tribal sovereignty," but rather focus on taking advantage of voluntary local resources to help both the state and local communities.

(4) **Monetary Sanctions:** A court committee has been studying a "day-fines" system mandated by statute, and the Supreme Court will shortly review the work of the committee. The committee may also recommend needed legislative changes. The legislature could maximize the use of day-fines by giving judges discretion to use them for all nonviolent offenses.

## **Department of Corrections**

The work group recognizes that the problems facing the Department of Corrections are the most difficult in the criminal justice system. The department's workload is determined by other agencies through arrest, prosecution, and sentencing decisions, with relatively little leeway for the department to institute significant cost-savings measures independently.

(1) **Diversion of prisoners to lower-cost contract beds.** The Department has expanded its use of lower cost Community Residential Center beds through a liberalized furlough policy and revisions in the classification system. Current efforts to transfer up to 250 higher risk prisoners to lower cost contract beds in another state are underway. The work group, while recognizing that there are some drawbacks to out-of-state transfers, recognizes that this may be the most effective way to avoid contempt fines in the short term.

(2) **Reduction of Supervision of Offenders on Mandatory Release.** Offenders with less than two-year sentences are not supervised during their mandatory release periods (the term deducted from the sentence for statutory good time). If the ceiling were raised to include offenders sentenced to three years, there would be a reduction in demand for community corrections services.

(3) **Population Management Legislation.** The department could reduce its population through a legislatively authorized "automatic early release" program in periods of high prison population.

(4) **Offender User Fees.** Fees for certain services such as medical care, and collection from third party payors, may reduce some demand for medical or other services, as well as bringing in additional revenue. Legislation to this effect was included in an omnibus bill last year and generated little controversy. The department would probably proceed slowly in instituting such fees, however, due to high tension levels in overcrowded institutions at present.

### **Raising Revenue**

(1) **Forfeiture of Property.** Several state and federal court rulings have made it more difficult to forfeit valuable property used in crimes. Forfeiture of property in connection with drug offenses is nonetheless a means of raising revenue. Statutory changes would be helpful in improving the forfeiture process. It is doubtful that it is cost-effective to forfeit automobiles in drunk driving cases, because the costs of storage, maintenance and sale often exceed the proceeds.

(2) **Forfeiture of Permanent Fund Dividends.** Dividends could be forfeited for multi-year periods for some offenses. The dividends would not, however, then be available for child support and other statutory purposes.

### **Sentencing Commission Recommendations**

The Alaska Sentencing Commission made several recommendations in its 1992 report to the governor and legislature, and those recommendations should be considered further. For example, the work group believes that there should be expanded state immunity for ordinary negligence in the release and supervision of offenders. Some of the other recommendations do not require legislation. The commission report should be reviewed by criminal justice agencies and acted upon where appropriate.

### Increased Plea Bargaining

Court rules permit plea bargaining, as long as the plea is voluntary and all the conditions are stated in open court. Although an attorney general's policy generally prohibited plea bargaining between 1975 and the early 1990s, the Attorney General's February 3, 1994 memorandum allows negotiations about the charge to "protect the public, achieve fair and just results, and provide for efficient administration of the criminal justice system." The policy cautions against (although recognizing its usefulness in some cases) one form of plea bargaining: negotiating about the length of sentence.

Increased plea bargaining could save money, but there are pros and cons to doing so. If there is increased use of plea bargaining, there should be no change in the Attorney General's case screening standards.

Calculating the actual savings depends on the policies adopted. Greater savings would be realized if sentence bargaining were encouraged in all offenses (including class A and unclassified felonies) rather than only the less serious class B and C felonies. Greater savings would also be realized by resolving cases at a very early point in the case, and by agreeing to significantly reduced sentences, rather than only slightly reduced sentences.

The greatest benefit of increased charge and sentence bargaining, from a fiscal standpoint, would be reduction of prison crowding and shortening of sentence lengths as attorneys consider available prison space when deciding what sentence to recommend. The greatest drawback is public disapproval. Citizens often perceive plea bargaining as "soft on crime", and victims often find reduced charges or shorter jail sentences more difficult to understand if the case has been negotiated than if it proceeded to trial. Any change in policy should be designed to minimize any drawbacks, and should be monitored to assure fairness and uniformity in sentencing agreements.

### De-Criminalizing Certain Offenses

The primary difference between a "crime" and a "violation" (also sometimes called an "infraction"), is that a crime carries the potential of serving time in jail, whereas a violation is only subject to payment of a fine. The difference in *cost* to the system is enormous, however. Adjudicating a crime is an expensive legal process because it usually involves (1) an arrest and booking, (2) pretrial incarceration, (3) appointment of a public defender, (4) a jury trial, and (5) post-trial incarceration. These costs are not present with violations.

The drawback to violations is that there is a limit to the fine that can be imposed without converting the offense into a "crime" for purposes of the right to counsel and the right to a jury trial. Although most violations carry a maximum fine of \$300, recent laws have authorized violation fines of \$1000 for possession of alcohol where prohibited by local option, and several thousand dollars for commercial fishing violations. Moreover, recent enactment of a "day fines" statute reflects the view that many crimes can be handled quite well with fines alone.

Among the common crimes that could be "de-criminalized" by eliminating the possibility for jail are: minor consuming, reckless driving, driving without a license, first-time shoplifting, criminal trespass, theft or damage to property less than \$50, and some types of disorderly conduct. It may be possible to contain costs even more by using an alternative dispute resolution process rather than the criminal justice system.

### **Increased Local Prosecution**

In all areas of the state, with the exception of Anchorage and Juneau, state prosecutors handle all misdemeanor offenses—over 20,000 cases each year. In Anchorage and Juneau (and to a lesser extent Ketchikan and Sitka) municipal prosecutors handle misdemeanor cases under local ordinances. Savings could be realized by the Department of Law, the Public Defender Agency and the Department of Corrections if more municipalities undertook responsibility for prosecuting minor criminal matters occurring at the local level.

The number of misdemeanor crimes (such as DWI, assault, destruction of property, disorderly conduct and minor consuming) that occur in any city are to a great extent a reflection of local community policies such as bar closing hours, tolerance of alcohol abuse and local police patrol and arrest practices. As such, those offenses should be handled by municipal officials.

Municipalities with an adequate tax base (for example, Fairbanks, Barrow, Kenai and Unalaska) could undertake municipal prosecution of minor offenses. Indeed, Fairbanks recently repealed its municipal criminal ordinances, thus forcing the state to undertake the prosecution, defense and incarceration of those offenders. Further efforts by municipalities to repeal criminal ordinances should be resisted, and the state should adopt a policy to decline to prosecute any cases that could have been prosecuted under a repealed ordinance.

### **Conclusion**

The work group strongly believes that the most meaningful—perhaps the only meaningful—step that can be taken to reduce costs is to reduce alcohol use. The group also recommends that criminal justice agencies continue to explore options for cost containment that are within their authority, and that the options set out in this report be studied further if the legislature is unwilling to provide additional funding.

# STATE OF ALASKA

DEPARTMENT OF ADMINISTRATION

DIVISION OF PERSONNEL AND  
OFFICE OF EQUAL EMPLOYMENT OPPORTUNITY

1994

## SALARY SURVEY REPORT



*Cauts*  
1/24/95

**STATE OF ALASKA**  
**SALARY SURVEY REPORT**  
**JULY, 1994**

**Division of Personnel/OEEO**  
**Department of Administration**

**Prepared by:**

<b>Kevin Ritchie . . . . .</b>	<b>Director</b>
<b>Kate Larsen . . . . .</b>	<b>Personnel Manager</b>
<b>Tony Haffner . . . . .</b>	<b>Personnel Specialist</b>
<b>Joann Eakin . . . . .</b>	<b>Personnel Specialist</b>
<b>Carl Swanson . . . . .</b>	<b>Personnel Specialist</b>
<b>Beth Crile . . . . .</b>	<b>Personnel Specialist</b>

## TABLE OF CONTENTS

SALARY SURVEY METHODOLOGY .....	1
FINDINGS .....	5
RECOMMENDATION .....	6
TABLE I SALARY DATA BY JOB CLASS .....	7
TABLE II SUMMARY SALARY COMPUTATIONS .....	24
TABLE III BENEFITS DATA .....	28
TABLE IV STATE OF ALASKA BENEFITS DATA BY BARGAINING UNIT .....	32
JOB CLASS DESCRIPTIONS .....	38
PRIVATE FIRMS RESPONDING TO DIVISION OF PERSONNEL/OEEO SURVEY .....	44
SALARY SURVEY (form) .....	46

## STATE OF ALASKA 1994 SALARY AND BENEFITS SURVEY

AS 39.27.035 requires the director to prepare an annual pay schedule setting out the base pay for all classes of positions in the state's partially exempt and classified service, taking into account the statistics and reasonable internal pay relationships. This practice has been superseded by the collective bargaining process for the vast majority of state employees. Therefore, as the resources of the division were reduced the annual salary survey was discontinued in favor of other higher priority statutorily and contractually required services. In fiscal year 1994 the Alaska State Employees Association obtained a court's direction to the state to re-institute the annual salary survey in consultation with the unions.

This report presents the results of the study of the competitive position of the state by the Division of Personnel and Office of Equal Employment Opportunity in accordance with the provisions of Alaska Statute Section 39.27.030.

Purpose of Study: The primary purpose of this portion of the state salary survey is to compare the wages of state employees with those in competing labor markets. State of Alaska wages for selected occupations were compared with those in the Alaska public and private sectors, Alaska federal government, and with state governments in Washington, Oregon, and California. A survey of employer provided benefits in the same survey areas is also included to provide a broader picture of each employer's compensation package.

### SALARY SURVEY METHODOLOGY

#### Job Classes:

The following forty-eight benchmark job classes were selected in consultation with representatives of the Alaska State Employees Association, AFSCME Local 52, representing the General Government Bargaining Unit (GGU); the Alaska Public Employees Association, representing the Supervisory Bargaining Unit (SU); the Confidential Employees Association, representing the Confidential Bargaining Unit (CU); the Public Safety Employees Association, representing the Public Safety Bargaining Unit (PSU); and Public Employees Local #71, AFL-CIO, representing the Labor, Trades, and Crafts Bargaining Unit (LTC). The job classes represent a cross section of occupations and ranges. Brief descriptions of the jobs are provided in the appendix.

Accountant II  
Accountant IV  
Accounting Technician II  
Accounting Clerk II  
Adult Probation Officer II  
Administrative Clerk II  
Administrative Assistant I  
Aircraft Mechanic  
Analyst/Programmer III

Fish & Wildlife Tech II  
Laboratory Technician II  
Laborer  
Legal Secretary I  
Licensed Practical Nurse  
Loan/Collection Officer I  
Management Analyst III  
Mechanic  
Medical Records Assistant

sector of private employers: 154 occupations, 1516 employers, and 28,556 employees statewide. To maintain sample consistency, the data used for our survey selected data for the Juneau and Anchorage areas only. As with most surveys, responses are voluntary, and although efforts are made to obtain wage information from employers, some choose not to respond. Because salaries are competitive, employers are reluctant to provide information, even though confidentiality is assured. The Department of Labor survey reported a return rate of 59%.

If the Department of Labor did not survey a benchmark job, we gathered the data by sending a survey to the Juneau and Anchorage employers from the Department of Labor's "100 largest employer" list who were likely to have job matches. Survey forms followed the same format used by the Department of Labor. A description of each job was provided and the firm was asked to match these jobs with theirs and to provide the hourly rates and the number of hours worked per week of all current employees in the job class.

Surveys were sent to sixty-three employers on March 11, 1994. If a response was not received by April 8, telephone followup was conducted to encourage reply. Responses were received from thirty-four of these employers during the months of April and May, 1994. This is a return rate of 54%. A list is provided in the appendix.

We appreciate the cooperation of the firms and agencies who participated and the time they spent to gather and provide us with executive pay and benefit information.

#### Compilation of Salary Data:

Hourly rates and number of hours worked per week were requested in the survey. Where monthly or other rates were provided, they were converted to hourly rates. Employers were asked to provide the actual pay rates of actual employees. The total data was used to calculate the mean and median, so each employee counted equally. All private data was averaged together as a group. Likewise, all Alaska public data was averaged as a group. Federal and other states were reported separately.

For private employers, the interquartile range of salaries was used for the minimum and maximum. Private industry tends to have a much wider variance of pay than public agencies and the interquartile range is a standard statistical method which is used to eliminate the statistically unsound influence of extremely high or extremely low salaries. The interquartile eliminates the lowest and highest quarter (25%) and uses the middle range of the data. The Department of Labor also uses this standard methodology. In their Wage Rates publication it is called the "middle range."

Cost of living differentials were added to Oregon (+15%) and Washington (+6%) salaries to equate them to Anchorage salaries. California's cost of living is equivalent to Anchorage, so no adjustment was needed. The adjustment was calculated by averaging the Runzheimer International, Inc. and American Chamber of Commerce Researchers Association (ACCRA) comparative cost of living survey data for Seattle and Olympia, Washington; Portland and Salem, Oregon; and Los Angeles and Sacramento, California. The Department of Labor considers Runzheimer and ACCRA to be the best available sources for cost of living indices at

# CORRECTION

THE FOLLOWING DOCUMENT(S)  
HAVE BEEN REFILMED TO  
ASSURE LEGIBILITY OR PAGINATION



Rev. 6/98

Central Microfilm Services  
Department of Education  
State of Alaska

## STATE OF ALASKA 1994 SALARY AND BENEFITS SURVEY

AS 39.27.035 requires the director to prepare an annual pay schedule setting out the base pay for all classes of positions in the state's partially exempt and classified service, taking into account the statistics and reasonable internal pay relationships. This practice has been superseded by the collective bargaining process for the vast majority of state employees. Therefore, as the resources of the division were reduced the annual salary survey was discontinued in favor of other higher priority statutorily and contractually required services. In fiscal year 1994 the Alaska State Employees Association obtained a court's direction to the state to re-institute the annual salary survey in consultation with the unions.

This report presents the results of the study of the competitive position of the state by the Division of Personnel and Office of Equal Employment Opportunity in accordance with the provisions of Alaska Statute Section 39.27.030.

Purpose of Study: The primary purpose of this portion of the state salary survey is to compare the wages of state employees with those in competing labor markets. State of Alaska wages for selected occupations were compared with those in the Alaska public and private sectors, Alaska federal government, and with state governments in Washington, Oregon, and California. A survey of employer provided benefits in the same survey areas is also included to provide a broader picture of each employer's compensation package.

### SALARY SURVEY METHODOLOGY

#### Job Classes:

The following forty-eight benchmark job classes were selected in consultation with representatives of the Alaska State Employees Association, AFSCME Local 52, representing the General Government Bargaining Unit (GGU); the Alaska Public Employees Association, representing the Supervisory Bargaining Unit (SU); the Confidential Employees Association, representing the Confidential Bargaining Unit (CU); the Public Safety Employees Association, representing the Public Safety Bargaining Unit (PSU); and Public Employees Local #71, AFL-CIO, representing the Labor, Trades, and Crafts Bargaining Unit (LTC). The job classes represent a cross section of occupations and ranges. Brief descriptions of the jobs are provided in the appendix.

Accountant II  
Accountant IV  
Accounting Technician II  
Accounting Clerk II  
Adult Probation Officer II  
Administrative Clerk II  
Administrative Assistant I  
Aircraft Mechanic  
Analyst/Programmer III

Fish & Wildlife Tech II  
Laboratory Technician II  
Laborer  
Legal Secretary I  
Licensed Practical Nurse  
Loan/Collection Officer I  
Management Analyst III  
Mechanic  
Medical Records Assistant

Attorney IV  
Cook I  
Correctional Officer II  
Data Processing Technician II  
Data Processing Manager I  
Drafting Technician II  
Electrician  
Eligibility Technician II  
Employment Security Spec I-B  
Engineer I  
Environmental Specialist III  
Equipment Operator V  
Fish & Wildlife Enforcement Officer  
Fisheries Biologist II  
Forest Technician III

Motor Vehicle Representative III  
Natural Resources Officer II  
Natural Resources Manager II  
Nurse II  
Physical Therapist  
Plumber  
Psychiatric Nurse Assistant III  
Radio Dispatcher II  
Secretary I  
Sergeant, Public Safety  
Social Worker III  
Stockhandler  
State Trooper  
Wildlife Biologist III  
Youth Counselor II

#### Survey Sample:

The survey sample consists of data from the states of Oregon, Washington, and California (these states constitute Alaska's prime recruitment area); public and private employers in Juneau and Anchorage; and the U. S. Government.

The Alaska survey sample was limited to Juneau and Anchorage to obtain base salaries and eliminate the issue of pay for cost of living in other areas. Not only are Juneau and Anchorage base pay areas, but are where approximately 64% of the state work force is located, so it is also the primary market area.

The cost of living in the various election districts in Alaska is addressed by statute and collective bargaining. It will be addressed as required by AS 39.27.030 in a separate report.

Public agencies surveyed include the City and Borough of Juneau, the Municipality of Anchorage, the University of Alaska, and the Juneau and Anchorage School Districts. The public data also includes the prevailing wage rates for labor, trades, and crafts jobs which are covered by AS 36.05.010, Department of Labor pay rates for public construction projects. This data is averaged with other public data in the final pay comparisons.

Federal data was obtained from the Office of Personnel Management in Anchorage. Most federal workers in Alaska receive a 25% tax-free cost of living adjustment (COLA). The reported salaries include this adjustment or other special rates, if applicable (i.e. engineers have a special schedule). No attempt was made to adjust for the "tax-free" nature of the COLA, as tax rates vary by overall gross adjusted income which is affected by deductions, family compositions, etc. The rates reported are actual salaries.

As available, private employer data was obtained from the State of Alaska Department of Labor (DOL). The strength of this survey is in its size. The DOL wage rate survey covers a large

sector of private employers: 154 occupations, 1516 employers, and 28,556 employees statewide. To maintain sample consistency, the data used for our survey selected data for the Juneau and Anchorage areas only. As with most surveys, responses are voluntary, and although efforts are made to obtain wage information from employers, some choose not to respond. Because salaries are competitive, employers are reluctant to provide information, even though confidentiality is assured. The Department of Labor survey reported a return rate of 59%.

If the Department of Labor did not survey a benchmark job, we gathered the data by sending a survey to the Juneau and Anchorage employers from the Department of Labor's "100 largest employer" list who were likely to have job matches. Survey forms followed the same format used by the Department of Labor. A description of each job was provided and the firm was asked to match these jobs with theirs and to provide the hourly rates and the number of hours worked per week of all current employees in the job class.

Surveys were sent to sixty-three employers on March 11, 1994. If a response was not received by April 8, telephone followup was conducted to encourage reply. Responses were received from thirty-four of these employers during the months of April and May, 1994. This is a return rate of 54%. A list is provided in the appendix.

We appreciate the cooperation of the firms and agencies who participated and the time they spent to gather and provide us with extensive pay and benefit information.

#### Compilation of Salary Data:

Hourly rates and number of hours worked per week were requested in the survey. Where monthly or other rates were provided, they were converted to hourly rates. Employers were asked to provide the actual pay rates of actual employees. The total data was used to calculate the mean and median, so each employee counted equally. All private data was averaged together as a group. Likewise, all Alaska public data was averaged as a group. Federal and other states were reported separately.

For private employers, the interquartile range of salaries was used for the minimum and maximum. Private industry tends to have a much wider variance of pay than public agencies and the interquartile range is a standard statistical method which is used to eliminate the statistically unsound influence of extremely high or extremely low salaries. The interquartile eliminates the lowest and highest quarter (25%) and uses the middle range of the data. The Department of Labor also uses this standard methodology. In their Wage Rates publication it is called the "middle range."

Cost of living differentials were added to Oregon (+15%) and Washington (+6%) salaries to equate them to Anchorage salaries. California's cost of living is equivalent to Anchorage, so no adjustment was needed. The adjustment was calculated by averaging the Runzheimer International, Inc. and American Chamber of Commerce Researchers Association (ACCRA) comparative cost of living survey data for Seattle and Olympia, Washington; Portland and Salem, Oregon; and Los Angeles and Sacramento, California. The Department of Labor considers Runzheimer and ACCRA to be the best available sources for cost of living indices at

this time. Their data differs somewhat and each has their strengths and weaknesses, so rather than choosing one over the other, an average of both was used. Additional information about these surveys can be found in DOL's Economic Trends publication. Geographic differentials were not assigned for comparisons in Alaska.

Table I which is provided in this report lists the number of employees, minimum, maximum, mean, and median or midpoint by job class for private, public, federal, and the other states. Mean and median were calculated from the actual employee pay rates. This information was not provided by Oregon, so a midpoint was calculated from the average of the minimum and maximum for that state.

Table II, the summary comparisons of the combined survey sample averages the rates for private, public, federal, and the average of other states (shown as C-O-W) to derive one rate which is then compared to the average State of Alaska pay for each bargaining unit. A ratio comparison is calculated by dividing the state average by the survey average. Ratios greater than 1.00 indicate that the state pays more than the survey average.

#### Benefits Survey Methodology:

Table III of benefits that follows indicates the responses to survey forms that were sent to the same employers who were surveyed for salary information.

The responses for the Federal Government, and for the States of Washington, Oregon and California are reported directly. The responses for the Alaska public (Juneau and Anchorage municipalities, school districts, and the University of Alaska) and Alaska private employers are reported as a mean where amounts are required (in terms of money, percentages, number of days, etc.). Where Yes/No answers or codes are required, these are reported as actual responses. If no response was given to a specific question, it was not included in calculation of the mean.

Information was requested for the majority of employees. Where information on different systems or benefits was given, the information used in this survey reflects the majority of employees.

More detailed information is given on State of Alaska benefits to aid comparison. The State of Alaska information is presented by bargaining unit in Table IV.

As with any benefits survey, comparison of results must be tempered by the fact that the benefits systems used by each respondent differ. For example, most Alaska public employers offer PERS retirement benefits, while private employers in Alaska each have different systems, some being defined contributions, others defined benefit. Thus, there is no simple way to indicate any details of retirement plans where, for example, employees have the option of paying variable amounts into the retirement system, or to show differences between different types of defined contribution plans.

\* The various bargaining units have received approximately 3.6% increases above the non-represented employees paid under the statutory pay scale. Also, the bargaining units have received or been offered at least an additional 2.5% increase as of July 1, 1995. The total pay gap between the non-represented and represented employees is therefore will be at least 6.2% (which is the compounded total of the two pay increases) as of July 1, 1995.

## RECOMMENDATION

Prior to collective bargaining, the salary survey process was the means for making pay and benefit recommendations for most state employees. Since the salary survey statute was adopted, collective bargaining under the Public Employment Relations Act (PERA) has superseded this process for the vast majority of state employees. This statutory pay scale now only affects state employees in the classified and partially exempt services that are not represented by collective bargaining representatives.

\* The Personnel Board finds that while it appears that state employees are generally adequately compensated and may be ahead of the market for most job classes, the non represented employees have not received reasonable cost of living increases received by and/or offered to the represented employees. The State Personnel Act requires that the statutory pay plan "reflect the principle of like pay for like work" (AS 39.25.150(2)(B)). The law further requires that the annual pay schedule be developed "taking into account the statistics and reasonable internal pay relationships" (AS 39.27.035). A pay gap of at least 6.2% between represented and non represented employees constitutes an unreasonable inequity based on the merit principle of like pay for like work. Therefore, it is recommended that the statutory pay scale be increased by 6.2% as of July 1, 1995.

## FINDINGS

### SALARY SCHEDULE

There are two important considerations under Alaska Statutes when making salary setting decisions: external comparison and internal consistency.

The surveying of salaries paid by other states and other Alaskan employers provides an external comparison to State of Alaska salaries.

Internal consistency is at the heart of the State of Alaska's constitutionally mandated merit system of employment. Alaska statutes require the Personnel Rules to provide for the director of personnel to prepare a pay plan that ". . . shall provide for fair and reasonable compensation for services rendered, and reflect the principle of like pay for like work." For example, it is not consistent with the statute for employees with substantially the same duties to be paid under substantially different pay schedules.

#### External Comparison

The data from the 1994 Salary Survey indicates that state employees in the benchmark positions, on the average, have higher wages than comparable positions in the other employers surveyed. However, these results must be considered in light of the accuracy and reliability of the data.

First, only 48 of approximately 1000 job classes were surveyed. The number of job classes surveyed is necessarily small due to: limits on Division of Personnel/OEEO resources; ensuring that the survey is not too cumbersome for responding employers; and the difficulty of matching state job duties to job duties in the private and public (not including the State of Alaska) sectors to create valid job comparisons.

Second, there is a relatively wide variation in comparisons of hourly pay between specific jobs. For example, the average for the General Government Unit Employees, which represents the largest surveyed group with positions in 37 of the 48 benchmark job classes, is 8% higher than the average of the other employers surveyed. However, within the GGU benchmark job classes, individual comparisons range from 18% less to 40% more than the average of the other employers surveyed.

In conclusion, the relatively small number of job classes surveyed and the relatively wide variation in the comparison of specific jobs significantly limits the reliability of specific "market comparison" conclusions from the salary survey. In general, the survey indicates that state employees are adequately compensated and may be ahead of the market for most job classes.

#### Internal Comparison

On the other hand, internal comparison within state government is extremely precise because, for the most part, the same pay scales and job classifications are used making comparisons very accurate.

TABLE I  
SALARY DATA BY JOB CLASS

KEY

- AK Private - Alaska private employers in the Juneau and Anchorage areas
- AK Public - Alaska public employers in the Juneau and Anchorage areas (City and Borough of Juneau, Municipality of Anchorage, University of Alaska, Juneau and Anchorage School districts)
- AK Federal - Federal Employees in Alaska
- CA State - California State employees
- OR State - Oregon State employees
- WA State - Washington State employees
- AK State AS 39 - Alaska State employees not represented by a collective bargaining unit and paid statutory rates set by the legislature in Alaska Statute 39.27 (approximately 400 employees)
- AK State GGU-1 - Alaska State employees in the General Government Bargaining Unit classified as "Class 1" employees (do not have the right to strike) (approximately 1420 employees)
- GGU-2 - Alaska State employees in the General Government Bargaining Unit classified as "Class 2 or 3" employees (do have the right to strike) (approximately 6200 employees)
- GC - Alaska State employees in the General Government Bargaining Unit paid on the Correctional Officers salary schedule (do not have the right to strike) (approximately 730 employees)
- GY - Alaska State employees in the General Government Bargaining Unit paid on the 40-hour salary schedule (do not have the right to strike) (approximately 150 employees)
- AK State CU - Alaska State employees in the Confidential Bargaining Unit (approximately 150 employees).
- AK State SU - Alaska State employees in the Supervisory Bargaining Unit (approximately 1030 employees)
- AK State PSU - Alaska State employees in the Public Safety Bargaining Unit (approximately 410 employees)
- AK State LTC - Alaska State employees in the Labor, Trades and Crafts Bargaining Unit (approximately 1590 employees)
- AK Title 36 - Employees of contractors and subcontractors working on public construction projects and paid under the Little Davis-Bacon rates set under AS 36.05

Accounting Clerk II P1202-09	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	10.00	15.00	11.55	12.57	553
AK Public	9.58	18.92	13.03	13.18	76
AK Federal	11.02	14.33	12.12	na	na
CA State	10.23	12.44	na	11.49	709
OR State**	9.08	13.55	11.32	na	127
WA State**	9.44	11.90	11.90	11.34	355
AK State AS 39	11.61	15.52	na	na	na
AK State GGU-1 GGU-2	12.08 11.97	15.88 15.72	13.09	13.35	56
AK State CU	12.03	15.80	13.15	12.93	3

Accountant II P1205-15	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	16.12	27.83	22.06	21.93	180
AK Public	16.43	26.64	19.96	20.60	22
AK Federal	20.21	26.29	22.23	na	na
CA State	16.78	20.18	na	17.87	391
OR State**	14.37	22.71	18.54	na	86
WA State**	12.47	15.82	15.82	15.15	286
AK State AS 39	18.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	20.77	21.07	23
AK State SU	18.87	25.74	20.21	20.21	1

Accountant IV P1207-20	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	17.93	38.74	24.92	29.57	30
AK Public	23.88	30.83	27.59	27.28	7
AK Federal	24.22	44.24	32.54	na	14
CA State	20.18	24.34	na	22.13	233
OR State**	na	na	na	na	na
WA State**	15.43	19.74	19.74	19.46	43
AK State AS 39	23.91	32.34	na	na	na
AK State GGU-1 GGU-2	24.87 24.55	33.74 33.44	29.21	28.66	5
AK State SU	24.82	33.59	29.40	28.65	11

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

Accounting Tech. II PI211-14	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	13.25	18.30	16.12	15.55	94
AK Public	11.97	19.48	14.19	15.10	24
AK Federal	13.65	17.75	15.02	na	58
CA State	11.42	13.98	na	12.96	790
OR State**	10.04	15.57	12.81	na	296
WA State**	17.46	22.34	22.34	21.62	5
AK State AS 39	15.78	21.80	na	na	na
AK State GGU-1 GGU-2	16.42 16.28	22.51 22.31	18.14	18.58	54
AK State CU	16.35	22.42	18.14	18.14	1

Audit Probation Officer II P4343-16	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	na	na	na	na	na
CA State	18.48	26.00	na	26.69	211
OR State**	15.27	23.84	19.56	na	213
WA State**	14.01	17.89	16.21	16.29	260
AK State AS 39	18.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	21.72	21.69	37

Administrative Clerk II PI134-03	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	8.80	11.80	8.80	10.58	170
AK Public	9.97	17.87	11.66	11.99	82
AK Federal	9.85	12.95	10.94	na	230
CA State	9.86	11.98	na	10.98	na
OR State**	8.98	12.93	10.96	na	1981
WA State**	9.24	11.53	10.12	10.15	682
AK State GGU-1 GGU-2	11.38 11.28	14.90 14.76	12.34	12.45	494
AK State CU	11.34	14.84	12.03	12.39	10
AK State AS 39	10.94	14.71	14.16	14.16	2

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Quota contract rates per Title 26, Chapter 05

Administrative Assistant, I P1912-12	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	10.83	11.31	10.93	12.23	171
AK Public	10.60	27.13	15.50	16.64	200
AK Federal	na	na	na	na	na
CA State	12.31	19.21	na	16.25	1511
OR State**	10.22	15.57	12.90	na	2197
WA State**	10.37	13.06	13.06	12.66	177
AK State GGU-1 GGU-2	14.46 14.33	19.56 19.40	15.72	16.14	83
AK State SU	14.50	19.58	17.00	17.51	8
AK State AS 39	13.90	18.90	14.80	15.21	3

Aircraft Mechanic P9563-53	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.95	21.11	17.50	18.02	258
AK Public	na	na	na	na	na
AK Federal	20.66	24.10	21.52		16
CA State	16.33	17.93	na	17.07	1
OR State**	na	na	na	na	na
WA State**	17.01	19.74	18.38	18.38	2
AK State AS 39	na	na	na	na	na
AK State LTC	17.74	22.56	21.90	21.78	5

Analyst/Programmer, III P1623-17	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	16.74	25.97	25.30	21.97	89
AK Public	18.09	29.37	25.25	24.34	9
AK Federal	20.21	25.29	22.23	na	60
CA State	20.18	24.34	na	22.14	1077
OR State**	14.31	22.71	18.51	na	115
WA State**	14.34	18.34	17.01	16.98	140
AK State AS 39	19.42	26.82	na	na	na
AK State GGU-1 GGU-2	20.20 20.02	27.59 27.34	21.53	21.88	5

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 95

Attorney IV 97145-24	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	25.78	37.74	30.79	36.33	90
AK Public	25.00	37.80	29.49	29.01	14
AK Federal	24.22	31.48	26.64	na	na
CA State	32.26	39.04	na	35.58	169
OR State**	23.52	38.22	33.37	na	90
WA State**	na	na	na	na	na
AK State AS 39	31.29	43.06	34.77	34.42	75

Cook I P9100-57	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	8.37	12.26	10.00	10.62	52
AK Public	10.26	14.20	11.57	12.10	5
AK Federal	18.76	21.88	19.54	na	14
CA State	11.50	13.98	na	13.07	107
OR State**	10.61	14.32	12.52	na	65
WA State**	9.44	11.90	11.90	11.24	98
AK State AS 39	na	na	na	na	na
AK State LTC	14.12	17.71	17.19	17.15	11

Correctional Officer II P7653-13	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	na	na	na	na	na
CA State	17.68	21.48	na	20.26	13,335
OR State**	12.08	16.31	14.20	na	774
WA State**	11.36	14.34	14.34	13.40	2,237
AK State AS 39	14.80	20.29	na	na	na
AK State GC	16.37	22.41	19.45	18.93	160

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 35, Chapter 15

Data Processing Technician I 91512-14	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	12.06	18.50	14.50	15.23	69
AK Public	13.54	21.91	16.94	17.23	15
AK Federal	na	na	na	na	na
CA State	10.83	15.27	na	13.88	495
OR State**	9.53	13.55	11.54	na	13
WA State**	11.53	14.69	14.69	14.02	47
AK State AS 39	15.78	21.80	na	na	na
AK State GGU-1 GGU-2	16.42 16.28	22.51 22.31	19.40	18.73	27

Data Processing Manager I P1641-21	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	20.71	29.16	22.58	24.23	10
AK Public	28.29	36.85	29.62	31.11	6
AK Federal	16.70	21.71	18.37	na	3
CA State	22.17	26.75	na	25.27	212
OR State**	na	na	na	na	na
WA State**	18.34	23.47	23.47	23.25	25
AK State AS 39	25.57	35.09	na	na	na
AK State GGU-1 GGU-2	26.60 26.36	36.17 35.84	28.79	28.79	2
AK State SU	26.55	36.00	31.40	29.99	7
AK State CU	26.49	36.02	29.36	29.36	1

Drafting Technician II P8424-12	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.35	19.26	17.55	17.68	84
AK Public	14.85	35.69	17.29	21.28	4
AK Federal	11.02	14.33	12.12	na	6
CA State	13.62	16.55	na	14.77	90
OR State**	11.56	15.74	13.65	na	9
WA State**	13.67	17.46	17.46	16.51	22
AK State AS 39	13.90	18.90	na	na	na
AK State GGU-1 GGU-2	14.46 14.33	19.56 19.40	14.76	14.99	10

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* public contract rates per Title 36, Chapter 05

Electrician P9342-52	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	13.23	25.32	18.00	19.73	93
AK Public AK Title 36***	16.19	25.53	21.05	20.55 25.32	24
AK Federal	20.66	24.10	21.52	na	63
CA State	16.71	18.35	na	17.33	91
OR State**	13.03	17.83	15.43	na	62
WA State**	14.01	16.21	16.21	15.51	56
AK State AS 39	na	na	na	na	na
AK State LTC	18.98	24.00	22.62	22.17	5

Eligibility Technician II P4172-14	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	11.02	14.33	12.12	na	2
CA State	na	na	na	na	na
OR State**	11.30	15.00	13.15	na	250
WA State**	12.76	16.21	14.01	13.58	73
AK State AS 39	15.78	21.80	na	na	na
AK State GGU-1 GGU-2	16.42 16.28	22.51 22.31	18.04	17.86	75

Employment Sec Specialist I-B P4649-14	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	na	na	na	na	na
CA State	12.31	17.70	na	15.83	2504
OR State**	11.30	15.00	13.15	na	335
WA State**	12.47	15.82	15.82	14.29	530
AK State AS 39	15.78	21.80	na	na	na
AK State GGU-1 GGU-2	16.42 16.28	22.51 22.31	18.04	18.64	93

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public employees per Title 36, Chapter 05

Engineer I P8913-19	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	22.44	38.63	32.15	30.69	104
AK Public	22.02	31.60	28.02	26.87	18
AK Federal	25.83	33.10	28.53	na	87
CA State	21.57	26.33	na	22.77	727
OR State**	14.86	20.34	17.60	na	212
WA State**	15.82	20.24	20.24	18.76	16
AK State AS 39	22.38	30.74	na	na	na
AK State GGU-1 GGU-2	23.28 23.06	31.50 31.21	28.17	27.35	32

Environmental Specialists III P8311-18	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	20.21	26.29	22.23	na	15
CA State	19.68	23.76	na	21.61	190
OR State**	19.56	27.17	23.37	na	9
WA State**	13.37	17.01	15.43	15.69	87
AK State AS 39	20.89	28.75	na	na	na
AK State GGU-1 GGU-2	21.72 21.53	29.48 29.21	23.06	23.72	64

Equipment Operator V 9353-53	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.00	25.91	22.50	20.72	15
AK Public AK AS 36***	15.86	25.80	21.96	22.03 21.41	62
AK Federal	20.66	24.10	21.52	na	52
CA State	14.25	15.62	na	14.67	1614
OR State**	10.04	15.57	12.81	na	14
WA State**	na	na	14.69	14.47	15
AK State AS 39	na	na	na	na	na
AK State LTC	17.74	22.56	22.56	22.18	29

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

Fish & Wildlife Enforcement Off P6212-13	Min:	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	16.70	21.71	18.37	na	1
CA State	13.47	19.42	na	17.34	243
OR State**	na	na	na	na	na
WA State**	13.06	17.01	16.62	16.11	15
AK State AS 39	14.80	20.29	na	na	na
AK State GGU-1 GGU-2	15.39 15.25	20.97 20.77	16.98	16.56	5

Fisheries Biologist II P6161-16	Min:	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	16.72	21.71	18.37	na	18
CA State	19.28	23.23	na	20.35	112
OR State**	15.00	20.25	17.53	na	116
WA State**	14.34	18.34	17.46	17.34	40
AK State AS 39	18.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	20.77	21.30	31

Forest Tech III P6607-11	Min:	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	13.65	17.75	15.02	na	54
CA State	17.13	20.82	na	18.06	5
OR State**	9.95	13.03	11.49	na	47
WA State**	10.61	13.37	12.20	12.21	4
AK State AS 39	13.11	17.68	na	na	na
AK State GGU-1 GGU-2	13.64 13.52	18.21 18.04	13.90	13.90	1

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 15, Chapter 15

Fish & Wildlife Technician-II P5113-09	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	11.02	14.33	12.12	na	na
CA State	8.76	10.10	na	na	na
OR State**	11.30	15.00	13.15	na	61
WA State**	11.90	15.05	13.37	13.57	5
AK State AS 39	11.61	15.62	na	na	na
AK State GGU-1 GGU-2	12.08 11.97	15.88 15.72	12.34	12.46	33

Laboratory Technician II P5616-12	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.25	22.50	18.50	18.00	64
AK Public	11.97	25.44	17.55	18.13	4
AK Federal	13.65	17.75	15.02	na	3
CA State	17.55	20.18	na	18.92	31
OR State**	11.03	15.00	13.02	na	12
WA State**	13.67	15.43	15.43	15.18	13
AK State AS 39	13.90	18.90	na	na	na
AK State GGU-1 GGU-2	14.46 14.33	19.56 19.40	18.72	18.72	2

Laborer P9398-58	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	8.50	20.00	12.00	12.96	95
AK Public AK AS 36***	11.09	18.30	12.23	13.85 21.55	19
AK Federal	14.00	16.33	14.58	na	84
CA State	11.73	12.79	na	12.16	17
OR State**	8.66	11.97	10.27	na	63
WA State**	10.12	11.63	10.61	10.77	79
AK State AS 39	na	na	na	na	na
AK State LTC	13.32	16.62	15.67	15.67	4

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

Legal Sec. I: P1145-10	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.45	19.62	17.55	17.41	99
AK Public	12.29	15.63	14.61	14.15	5
AK Federal	13.65	17.75	15.02	na	na
CA State	13.64	16.57	na	15.65	14
OR State**	na	na	na	na	na
WA State**	11.10	14.01	14.01	13.30	176
AK State AS 39	12.31	16.59	na	na	na
AK State GGU-1 GGU-2	12.91 12.70	16.98 16.82	13.90	14.00	62

Licensed Practical Nurse P5116-13	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	12.90	16.63	14.56	14.66	150
AK Public	na	na	na	na	na
AK Federal	12.49	15.80	14.07	na	15
CA State	11.42	13.51	na	12.61	230
OR State**	10.16	14.32	12.24	na	78
WA State**	11.63	14.69	14.52	14.00	8
AK State AS 39	14.80	20.29	na	na	na
AK State GGU-1 GGU-2	15.39 15.25	20.97 20.77	17.57	17.37	21

Loan/Collection Officer I: P2113-16	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.09	21.17	18.12	18.94	72
AK Public	na	na	na	22.09	1
AK Federal	20.21	26.29	22.23	na	7
CA State	13.57	20.18	na	17.39	233
OR State**	na	na	na	na	na
WA State**	13.06	16.62	15.82	15.28	36
AK State AS 39	16.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	23.36	23.35	6

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 11, Chapter 15

Management Analyst III P1811-18	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	20.09	33.40	30.25	25.95	32
AK Public	na	na	na	na	na
AK Federal	20.21	26.29	22.23	na	40
CA State	19.21	23.18	na	21.42	67
OR State**	16.79	23.44	20.12	na	18
WA State**	13.37	17.01	16.62	16.41	17
AK State AS 39	20.89	28.75	23.14	23.14	1
AK State GGU-1 GGU-2	21.72 21.53	29.48 29.21	25.57	25.47	7

Mechanic P9324-54	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	11.00	19.38	15.86	15.48	170
AK Public AK AS 36***	15.86	26.53	20.91	21.35 22.48	48
AK Federal	20.66	24.10	21.52	na	33
CA State	14.57	15.98	na	15.08	51
OR State**	10.91	15.48	13.20	na	17
WA State**	14.69	17.01	17.01	16.97	20
AK State AS 39	na	na	na	na	na
AK LTC State	16.65	21.17	19.95	20.29	9

Medical Records Assistant P1140-10	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	10.01	13.70	11.38	12.13	40
AK Public	na	na	na	na	na
AK Federal	11.02	14.33	12.12	na	3
CA State	15.46	18.60	na	17.44	14
OR State**	10.22	14.88	12.55	na	21
WA State**	10.85	13.67	13.37	12.92	70
AK State AS 39	12.31	16.59	na	na	na
AK State GGU-1 GGU-2	12.81 12.70	16.98 16.82	14.02	13.59	5

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

Motor Vehicle Rep III P7551-10	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	na	na	na	na	na
CA State	12.57	14.95	na	14.13	498
OR State**	12.39	16.48	14.44	na	55
WA State**	12.17	15.43	14.01	13.53	218
AK State AS 39	12.31	16.59	na	na	na
AK State GGU-1 GGU-2	12.81 12.70	16.98 16.82	14.02	14.20	16

Natural Resource Officer II P6653-16	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	20.21	26.29	22.23	na	10
CA State	19.68	23.76	na	21.74	143
OR State**	na	na	na	na	
WA State**	15.43	19.74	19.74	19.33	34
AK State AS 39	18.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	23.06	22.70	40

Natural Resource Manager II P6655-20	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	24.22	31.48	25.03	na	41
CA State	26.35	32.03	na	30.25	18
OR State**	na	na	na	na	na
WA State**	17.01	21.79	21.79	21.37	31
AK State AS 39	23.91	32.84	na	na	na
AK State GGU-1 GGU-2	24.87 24.65	33.74 33.44	30.12	29.40	3
AK State SU	24.82	33.59	30.30	30.25	14

\* Data is from Department of Labor survey

\*\* WA and OR adjusted for cost of living

\*\*\* Due to rounding, rates may not sum to 100%

Nurse II PS111-15	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	19.00	23.00	21.00	20.89	721
AK Public	15.86	27.61	23.13	25.28	99
AK Federal	22.26	27.27	24.77	na	192
CA State	16.52	21.29	na	19.52	888
OR State**	16.79	32.13	24.46	na	74
WA State**	14.97	21.61	18.18	17.80	535
AK State AS 39	16.89	23.35	na	na	na
AK State GGU-1 GGU-2	17.57 17.41	24.09 23.86	18.69	18.89	37

Physical Therapist P5446-18	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	20.50	24.75	22.96	22.65	41
AK Public	20.57	38.34	31.25	29.72	9
AK Federal	20.21	26.29	22.23	na	1
CA State	15.98	19.33	na	18.40	8
OR State**	14.98	21.75	18.37	na	34
WA State**	14.34	18.34	na	na	0
AK State AS 39	20.89	28.75	na	na	na
AK State GGU-1 GGU-2	21.72 21.53	29.48 29.21	24.95	24.95	2

Plumber P9364-52	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	15.00	20.00	19.00	18.79	90
AK Public AK AS 36***	15.05	21.05	21.05	20.00 26.00	16
AK Federal	19.71	22.99	20.53	na	4
CA State	16.71	18.35	na	17.39	66
OR State**	14.85	17.83	16.34	na	21
WA State**	14.01	16.21	16.21	15.84	14
AK State AS 39	na	na	na	na	na
AK State LTC	18.98	24.00	24.00	24.00	1

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

Psychiatric Nurse Asst. II: PS172-10	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	11.10	14.10	11.48	11.85	6
AK Federal	na	na	na	na	na
CA State	12.72	15.30	na	14.46	3,717
OR State**	na	na	na	na	na
WA State**	11.51	14.69	14.69	13.73	118
AK State AS 39	12.31	16.59	na	na	na
AK State GGU-1 GGU-2	12.81 12.70	16.98 16.82	14.46	14.42	62

Radio Dispatcher: II: PI115-12:	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	15.48	25.91	22.00	21.54	43
AK Federal	na	na	na	na	na
CA State	12.84	15.60	na	14.25	521
OR State*	11.74	17.09	14.42	na	47
WA State*	11.10	14.01	13.67	13.13	72
AK State AS 39	13.90	18.90	na	na	na
AK State GGU-1 GGU-2	14.46 14.33	19.56 19.40	16.15	16.31	12

Secretary: I PI151-10	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	10.00	15.97	12.50	13.06	413
AK Public	10.27	20.58	13.81	14.85	61
AK Federal	11.02	14.33	12.12	na	36
CA State	11.52	14.12	na	13.33	328
OR State**	7.82	11.78	9.80	na	540
WA State**	10.12	12.76	12.76	12.36	330
AK State AS 39	12.31	16.59	12.70	12.71	3
AK State GGU-1 GGU-2	12.91 12.70	16.98 16.82	13.90	14.19	78

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public employees are in Table 35, "Public"

Sergeant: P.S. P7705-78	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	24.24	36.10	33.43	32.72	37
AK Federal	na	na	na	na	na
CA State	21.49	26.12	na	24.40	595
OR State**	20.39	30.06	25.23	na	90
WA State**	22.73	29.14	na	na	123
AK State AS 39	na	na	na	na	na
AK State PSU****	23.50	32.73	29.31	29.73	17

\*\*\*\* recent arbitration 3.64 increase not included

Social Worker: III P4113-16	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	14.87	23.48	18.09	18.48	10
AK Federal	20.21	26.29	22.23	na	11
CA State	na	na	na	na	na
OR State*	15.73	20.91	18.32	na	719
WA State*	14.34	18.34	18.34	17.23	449
AK State AS 39	18.12	25.07	na	na	na
AK State GGU-1 GGU-2	18.86 18.69	25.81 25.57	21.53	21.54	59

Stockhandler: P9577-57	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private*	8.49	11.50	10.37	10.47	170
AK Public	10.30	21.96	19.74	17.93	8
AK Federal	15.90	18.55	16.56	na	101
CA State	12.56	13.66	na	12.89	273
OR State**	8.75	12.31	10.53	na	23
WA State**	9.68	12.17	11.63	11.29	114
AK State AS 39	na	na	na	na	na
AK State LTC	14.12	17.71	16.69	16.94	10

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract rates per Title 36, Chapter 05

State Trooper P7703-76	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	18.72	34.63	27.63	27.36	231
AK Federal	na	na	na	na	na
CA State	17.68	21.47	na	20.19	4,193
OR State*	19.03	24.47	21.75	na	390
WA State*	14.77	17.72	na	na	611
AK State AS 39	na	na	na	na	na
AK State PSU****	20.28	28.26	26.25	24.64	45

\*\*\*\* recent 3.6% arbitration increase not included

Wildlife Biologist III P6143-18	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	24.22	31.48	25.03	na	42
CA State	21.62	26.08	na	24.29	18
OR State*	17.28	23.44	20.36	na	84
WA State*	14.34	18.34	16.22	16.38	12
AK State AS 39	20.89	28.75	na	na	na
AK State SU	21.72	29.40	27.97	27.97	2
AK State GGU-1 GGU-2	21.72 21.53	29.48 29.21	26.36	25.68	17

Youth Counsel II P7612-13	Min	Max	Median/ Midpoint	Mean	Total Employees
AK Private	na	na	na	na	na
AK Public	na	na	na	na	na
AK Federal	na	na	na	na	na
CA State	19.40	23.58	na	23.16	876
OR State*	11.30	15.37	13.34	na	203
WA State*	13.37	17.01	15.43	15.61	279
AK State AS 39	14.80	20.29	na	na	na
AK State GY	15.39	20.96	17.57	17.02	71

\* Data is from Department of Labor survey  
 \*\* WA and OR adjusted for cost of living  
 \*\*\* Public contract: minimum per Title 35, Chapter 95

TABLE II

## SUMMARY COMPUTATIONS

The following table shows average hourly pay for each job class for Alaska private, public, federal, and California, Oregon, Washington combined (C-O-W). The average of these is shown in the table as "AVERAGE". This overall average for each class is compared with the mean state salary by bargaining unit. The ratio of the state to the survey average is immediately below the state average for each bargaining unit. For example, the survey average for Accountant IV is 27.57. The state GGU mean is 28.66. The ratio is 1.04. This means that the GGU's average pay is 4% more than the survey average.

(Overall averages, which are simple means of all job classes represented by bargaining unit, are provided at the bottom of the table.)

Job Class*	Private	Public	Federal	C-O-W	AVERAGE	GGU/ ratio	SU/ ratio	CU/ ratio	LTC/ ratio	PSU/ ratio	Statute/ ratio
Accountant IV	29.57	27.28	32.64	20.80	27.57	28.66 1.04	28.65 1.04				
Accountant II	21.93	20.60	22.23	17.19	20.49	21.07 1.03	20.21 .99				
Acct Tech II	15.65	15.10	15.02	15.76	15.38	18.58 1.21		18.14 1.16			
Acct Clk II	12.57	13.18	12.12	11.38	12.31	13.35 1.08		12.93 1.05			
Ad Prob Off II				20.85	20.85	21.69 1.04					
Admin Clerk II	10.58	11.99	10.84	10.70	11.03	12.45 1.13		12.39 1.12			14.16 1.28
Admin Asst I	12.23	16.64		13.94	14.27	16.14 1.13	17.51 1.23				15.21 1.07
Aircraft Mech	18.02		21.52	17.73	19.09				21.78 1.14		
A/P III	21.97	24.34	22.23	19.21	21.94	21.88 1.00					
Attorney IV	36.33	29.01	26.64	34.48	31.61						34.42 1.09
Cook I	10.62	12.10	19.54	12.28	13.63				17.15 1.26		
Corr Off II				15.95	15.95	18.93 1.19					
UP Tech II	15.23	17.23		13.15	15.20	18.73 1.23					

Job Class*	Private	Public	Federal	C-O-W	AVERAGE	GGU/ ratio	SU/ ratio	CU/ ratio	LTC/ ratio	PSU/ ratio	Statute/ ratio
Pl Mgr I	24.23	31.11	18.37	24.26	24.49	28.79 1.18	29.99 1.22	29.36 1.20			
Plaft Tech II	17.68	21.28	12.12	14.98	16.52	14.99 .91					
Electrician	19.73	22.94		16.12	19.60				22.17 1.13		
Plg Tech II		12.12		13.37	12.74	17.86 1.40					
ISS IB				14.42	14.42	18.64 1.29					
Engineer I	30.69	26.87	28.53	19.71	26.45	27.35 1.03					
Env Spec III			22.23	20.22	21.22	23.72 1.12					
Equip Op V	20.72	22.26	21.52	13.98	19.52				22.18 1.13		
WEO			18.37	16.98	17.67	16.56 .94					
F B II			18.37	18.44	18.40	21.30 1.16					
For Tech III			15.02	13.92	14.47	13.90 .96					
FWT II			12.12	13.36	12.74	12.46 .98					
Lab Tech II	18.00	18.13	15.02	15.71	16.71	18.72 1.12					
Laborer	12.96	17.70	14.50	11.07	14.08				15.67 1.11		
Legal Sec I	17.41	14.15	15.02	14.48	15.26	14.00 .92					
LPN	14.66		14.07	12.95	13.89	17.37 1.25					
Loan Coll/Off I	18.94	22.00	22.23	16.34	19.88	23.35 1.17					

Job Class*	Private	Public	Federal	C-O-W	AVERAGE	GGU/ ratio	SU/ ratio	CU/ ratio	LTC/ ratio	PSU/ ratio	Statute/ ratio
Mjt An III	26.96		22.23	19.32	22.84	25.47 1.12					25.47 1.12
Mechanic	15.48	21.92	21.52	15.08	18.50				20.29 1.10		
Med Rec Asst	12.13		12.12	14.30	12.85	13.59 1.06					
MV Rep III				14.07	14.07	14.20 1.01					
Nat Res Off II			22.23	20.54	21.38	22.70 1.06					
Nat Res Mgr II			25.03	25.81	25.42	29.40 1.16	30.25 1.19				
Nurse II	20.89	25.88	24.77	20.59	23.03	18.89 .82					
Phys Therapist	22.65	29.72	22.23	17.70	23.08	24.95 1.08					
Plumber	18.79	23.00	20.53	16.52	19.71				24.00 1.22		
Psy Nur Ast III		11.85		14.10	12.97	14.42 1.11					
Radio Dis II		21.54		13.93	17.74	16.31 .92					
Secretary I	13.05	14.85	12.12	11.83	12.97	14.19 1.09					12.71 .98
Sgt. PS		32.72		25.19	28.95					29.73 1.03	
Social Wkr III	na	18.48	22.23	17.78	19.50	21.54 1.10					
Stock Handler	10.47	17.93	16.56	11.57	14.13				16.94 1.20		
St Trooper		27.36		19.40	23.38					24.64 1.05	
Wild Biol III			25.03	20.34	22.69	25.68 1.13	27.97 1.23				

Job Class*	Private	Public	Federal	C:O-W	AVERAGE	GGU/ ratio	SU/ ratio	CU/ ratio	LTC/ ratio	PSU/ ratio	Statute/ ratio
Youth Couns II				17.37	17.37	17.02 .98					
Averages						1.08	1.15	1.13	1.16	1.04	1.11

\* See pages 1 and 2 for complete title of job class, and Appendix A for job class descriptions.

TABLE III

## 1994 SURVEY BENEFITS DATA

QUESTION	Ak Public	Ak Private	Fed. Gov't	WA State	OR State	CA State
Are the majority of your employees covered by a collective bargaining agreement?	N2 Y4	N17 Y13		Y	Y	Y
How many hours in the normal working week?	39.17	40.18	40	40	40	40
What is the normal rate of overtime payment?	1.5	1.5	1.5	1.5	1.5	1.5
Overtime is paid after how many hours/week?	39.58	37.85	40	40	40	40
How many paid holidays are there each year?	11.33	8.80	10	11	10	13
Do you offer:						
- paid or reimbursed child care?	N5 Y1	N6 Y24	N		N	N
- profit sharing/annual bonuses?	N6	N12 Y17	N	N	N	N
- annual merit increase?	N3 Y3	N11 Y18	Y	N	Y	Y
- performance bonus?	N6	N23 Y6	Y	N	N	Y
- annual cost-of-living increase?	N5 Y1	N17 Y12	Y	Y	N	Y
Cost of Benefits Package as percentage of payroll	38.98	33.50	50		45	31.50
<b>LEAVE:</b>						
Type of leave:						
- Annual/Sick	N1 Y5	N7 Y23	Y	Y	Y	Y
- Personal*	Y2	N20 Y6	N	N	N	N
* Combination of Annual and Sick Leave..						
(Annual) Leave accrual rate for the majority of your employees (days per year)?						
- First year	17.25	10.63	13.00	12.00	12.00	10.50
- Third year	18.75	13.21	20.00	14.00	12.00	10.50
- Sixth year	21.00	18.02	20.00	15.00	15.00	15.00
- Eleventh year	24.00	21.19	20.00	17.00	18.00	18.00
- Twentieth yr.	24.00	22.87	26.00	22.00	24.00	21.00

1994 Survey Benefits Data

QUESTION	Ak Public	Ak Private	Fed. Gov't	WA State	OR State	CA State
(Personal) leave accrual rate for the majority of your employees (days per year)?						
- First year	20.50	16.83				
- Third year	23.50	19.17				
- Sixth year	26.00	23.33				
- Eleventh year	30.00	26.67				
- Twentieth yr.	33.00	27.33				
Does unused annual/personal leave accumulate from year to year?	Y5	N6 Y19	Y	Y		Y
Can unused annual/personal leave be cashed out at termination?	Y5	N2 Y22	Y	Y		Y
Sick leave accrual rate for the majority of your employees (days per year)?						
- First year	15.25	11.11	13.00	12.00	12.00	8.00
- Third year	15.25	15.34	13.00	12.00	12.00	8.00
- Sixth year	15.25	22.43	13.00	12.00	12.00	8.00
- Eleventh year	15.25	30.61	13.00	12.00	12.00	8.00
- Twentieth yr.	15.25	31.41	13.00	12.00	12.00	8.00
Can unused sick leave be cashed out at termination?	N3 Y1	N20 Y4	N	Y	N	N
Does sick leave accumulate each year?	Y4	N6 Y17	Y	Y	Y	Y
<b>INSURANCE</b>						
Overall cost of health insurance premium per month?			** see foot note <sup>1</sup>			
- Employee	371.88	172.90		324	217.26	160.00
- Spouse	409.42	275.86			327.02	319.00
- Family	411.87	420.79			341.52	415.00
Medical expense coverage						
- percentage	80.83	78.70		80	90	80
- \$ amount	2750	4687.5		4000	3500	3000
Do you have a cafeteria plan?	N5 Y4	N24 Y4	N	N	Y	N
If yes, amount employees receive per month.	318.75	220.50			355.81	
Amount of medical plan's deductible						
- employee	125.00	270.00		100	100	250
- family	243.30	631.15		300	300	500

1994 Survey Benefits Data

QUESTION	Ak Public	Ak Private	Fed. Gov't	WA State	OR State	CA State
Does employee participate in payment of premium?						
- employee	N6	N11 Y17	Y	N	N	N
- spouse	N5 Y1	N3 Y25	Y	N	Y	Y
- family	N5 Y1	N3 Y25	Y	N	Y	Y
Medical plan coverage#	F	F-27 E-1	F	F	F	F
%age of plan paid by employer for:						
- employee (E)	100	84.26	60	100	100	100
- spouse/family (F)	82.67	62.48	60	100		89
Dental plan coverage#	F	F-26 E-1	F	F	F	F
%age of plan paid by employer for:						
- employee (E)	100	77.39	60	100	100	100
- spouse/family (F)	82.67	61.04	60	100	100	100
Vision plan coverage#	F	F-14	F	F	F	F
%age of plan paid by employer for:						
- employee (E)	85.00	83.36	60	100	100	100
- spouse/family (F)	82.67	71.07	60	100		100
Prescription drugs plan coverage#	F	F-27 E-1	F	F	F	F
%age of plan paid by employer for:						
- employee (E)	100	84.54	60		100	
- spouse/family (F)	82.67	69.67	60			
Employee assistance plan coverage#	F-5 E-1	F-15	F	N/A	F	F
%age of plan paid by employer for:						
- employee (E)	100	100			100	100
- spouse/family (F)	80	96.67			100	100
Life insurance coverage#	F-3 E-2	E-14	F	E	E	E
%age of plan paid by employer for:						
- employee (E)	100	F-11 94.78	33	100	100	100
- spouse/family (F)	100	80.60	33			
<b>RETIREMENT PLAN</b>						
Do you have a formal retirement plan?	Y	N1 Y25	Y	Y	Y	Y
Percentage of salary paid by employee into retirement fund?	6.75	0.45	7.00		0	5.00

1994 Survey Benefits Data

QUESTION:	Ak. Public	Ak Private	Fed.. Gov't	WA State	OR.. State	CA State
Retirement Benefit Calculation - retirement benefit is calculated by using:						
- av. monthly comp'n. over	3	4.0	3.0		1.0	1.0
- percentage multiplier	2	1.79	1		1.67	2.0
- number of years service	10	27.14				
- next percentage multiplier	2.5	2.88				
- next no. of years service	10	12.50				
- next percentage multiplier	2.5	2.50				
- next no. of years service	10	10				
Does your retirement plan provide Medical coverage upon retirement?	N1 Y4	N12 Y9	Y	N	Y	Y
What percent does employer pay?	11.25	65.92	75		8.60	9.94
Retirement plan based on (1) defined benefit (B) or (2) defined contribution (C)?	B	B8 C8	B		B	B
34. Does your retirement plan have portability?	N	N7 Y5	Y		N	Y
How many years to vesting	5	5.72	5		5	5
Age or length of service for retirement:						
- Age: Early Retirement	55	55.33	50	50	55	50
Normal Retirement	60	61.31	55	65	58	60
- Length of service	30	30	30	25		

1. Federal Government employees select from a variety of health plans. Normally the Federal Government pays 60% of the cost of the six largest high-value health plans, and these responses are based on this. The Federal Government does not pay more than 75% of the cost of a health plan.

TABLE IV

## STATE OF ALASKA BENEFITS DATA BY BARGAINING UNIT

QUESTION	GGU	SU	LTC	CU	PSU	Statutory
Are the majority of your employees covered by a collective bargaining agreement?	Y	Y	Y	Y	Y	N
How many hours in the normal working week?	37.5/ 40	37.5	37.5	37.5	40- 41.25	37.5
What is the normal rate of overtime payment?	1.5	1.5	1.5	1.5	1.5	1.5
Overtime is paid after how many hours/week?	37.5/ 40	40	37.5	37.5	40	37.5
How many paid holidays are there each year?	11 <sup>1</sup>	11 <sup>2</sup>	11 <sup>2</sup>	11 <sup>2</sup>	11 <sup>3</sup>	11
Do you offer:						
- paid or reimbursed child care?	N	N	N	N	N	N
- profit sharing/annual bonuses?	N	N	N	N	N	N
- annual merit increase?	Y	Y	Y	Y	Y	Y
- performance bonus?	N	N	N	N	N	N
- annual cost-of-living increase?	N	N	N	N	N	N
Cost of Benefits Package as percentage of payroll	38%	34%	39%	39%	39%	na
<b>LEAVE</b>						
Type of leave:						
- Annual/Sick	Y	N	Y	N	N	N
- Personal*	N	Y	N	Y	Y	Y
* Combination of Annual and Sick Leave						
(Annual) Leave accrual rate for the majority of your employees (days per year)?						
- First year	15	na	15	na	na	na
- Third year	21		21			
- Sixth year	24		24			
- Eleventh year	30		30			
- Twentieth yr.	30		30			

1994 State of Alaska Benefits Data by Bargaining Unit

QUESTION	GGU	SU	LTC	CU	PSU	Statutory
(Personal) leave accrual rate for the majority of your employees (days per year)?						
- First year	na	24	na	24	24	24
- Third year		27		27	27	27
- Sixth year		30		30	30	30
- Eleventh year		36		36	36	36
- Twentieth yr.		36		36	36	36
Does unused annual/personal leave accumulate from year to year?	Y <sup>4</sup>	Y	Y <sup>5</sup>	Y	Y	Y
Can unused annual/personal leave be cashed out at termination?	Y	Y	Y	Y	Y	Y
Sick leave accrual rate for the majority of your employees (days per year)?						
- First year	15	na	15	na	na	na
- Third year	15		15			
- Sixth year	15		15			
- Eleventh year	15		15			
- Twentieth yr.	15		15			
Can unused sick leave be cashed out at termination?	N	na	N	na	na	na
Does sick leave accumulate each year?	Y	na	Y	na	na	na
<b>INSURANCE</b>						
Overall cost of health insurance premium per month?						
- Employee						
- Spouse						
- Family	423.5	423.5 <sup>6</sup>	500 <sup>7</sup>	423.5 <sup>6</sup>	386.7 <sup>6</sup>	423.5
Medical expense coverage						
- percentage	80	80	na	80	na	80
- \$ amount	5000	5000		5000		5000
Do you have a cafeteria plan?	N	N	na	N	na	N
If yes, amount employees receive per month						
Amount of medical plan's deductible						
- employee	250	250	na	250	na	250
- family	500	500		500		300

1994 State of Alaska Benefits Data by Bargaining Unit

QUESTION	GGU	SU	LTC	CU	PSU	Statutory
Does employee participate in payment of premium?						
- employee	N	N	Note 7		Note 8	N
- spouse	N	N				N
- family	N	N		Y		N
<b>Medical plan coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	na	100	na	100
- spouse/family (F)	100	100		100		100
<b>Dental plan coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	na	100	na	100
- spouse/family (F)	100	100		100		100
<b>Vision plan coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	na	100	na	100
- spouse/family (F)	100	100		100		100
<b>Prescription drugs plan coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	na	100	na	100
- spouse/family (F)	100	100		100		100
<b>Employee assistance plan coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	na	100	na	100
- spouse/family (F)	100	100		100		100
<b>Life insurance coverage#</b>						
%age of plan paid by employer for:						
- employee (E)	100	100	100	100	100	100
- spouse/family (F)	na	na	na	na	na	na
<b>RETIREMENT PLAN</b>						
Do you have a formal retirement plan?	Y	Y	Y	Y	Y	Y
Percentage of salary paid by employee into retirement fund?	6.75	6.75	6.75	6.75	7.5	6.75

1994 State of Alaska Benefits Data by Bargaining Unit

QUESTION	GGU	SU	LTC	CU	PSU	Statutory
Retirement Benefit Calculation - retirement benefit is calculated by using:						
- av. monthly comp'n. over	3 yrs.	3 yrs.	3 yrs.	3 yrs.	3 yrs	3 yrs.
- percentage multiplier	2	2	2	2	2%	2
- number of years service	10	10	10	10	10	10
- next percentage multiplier	2.25	2.25	2.25	2.25	2.5	2.25
- next no. of years service	10	10	10	10	10	10
- next percentage multiplier	2.5%	2.5	2.5	2.5		2.5
- next no. of years service	10+	10+	10+	10+		10+
Does your retirement plan provide Medical coverage upon retirement?	Y	Y	Y	Y	Y	Y
What percent does employer pay?	100%	100	100	100	100	100
Retirement plan based on (1) defined benefit (B) or (2) defined contribution (C)?	B	B	B	B	B	B
Does your retirement plan have portability?	N	N	N	N	N	N
How many years to vesting	5	5	5	5	5	5
Age or length of service for retirement:						
- Age: Early Retirement	55	55	55	55		55
Normal Retirement	60	60	60	60		60
- Length of service	30	30	30	30	20	30

NOTES:

1. Employee's birthday and Lincoln's Birthday are floating holidays.
2. Lincoln's birthday is a floating holiday
3. Lincoln's birthday is a floating holiday. Airport Safety Officers in this Unit get a floating holiday for their birthday.
4. General Government Bargaining Unit employees may accumulate up to 60 days annual leave in any one year.
5. Labor Trades and Crafts employees may accumulate up to 450 hours annual leave in any one year.
6. Supervisory Unit and Confidential Unit employees currently contribute \$4.70 towards the cost of health insurance.

## 1994 State of Alaska Benefits Data by Bargaining Unit

7. The State of Alaska pays this amount for each unit employee to Public Employees Local 71 which administers a health plan.
8. The State of Alaska pays this amount for each unit employee to Public Safety Employees Association which administers a health plan. Public Safety Employees Association members pay \$68.00 towards the cost of health insurance.

## ALASKA SALARY SURVEY

### JOB CLASS DESCRIPTIONS

Administrative Clerk II: This is the full proficiency level clerk who performs a variety of office clerical assignments of average difficulty and/or defined clerical service in support of a specific program. Positions perform a variety of typing and/or processing documents.

Accounting Clerk II: This is the journey level accounting clerk performing posting, calculating, coding, verifying, and other activities to process and maintain financial records. This level requires knowledge of clerical accounting, accounts coding, and the use and purposes of documents to maintain and adjust records and may check the work of others.

Accounting Technician II: Positions perform moderately difficult technical accounts maintenance, reconciliation, and reporting for a variety of programs or areas, with more than one funding source, varying types of advanced or deferred payments or modifications to programs, and preparation of statements and reports which require extensive searching to determine relevance or usefulness of the data.

Accountant II: This is the journey level accountant performing a variety of professional level accounting including auditing and analyzing accounts; preparing and modifying accounting systems; and interpreting, summarizing, and reporting financial data. Work at this level involves a variety of programs and accounts and types of disbursements and revenues.

Accountant IV: These positions perform very complex accounting functions. As financial managers, they develop and coordinate accounting services and related business and financial management activities through subordinate accounting staff responsible for complex accounting functions and systems. With the State, these involve multi-agency or multi-system interactions. May serve as the finance officer for a smaller agency.

Administrative Assistant I: These positions perform a variety of general administrative support services and special projects as staff assistant to a line program supervisor or administrative officer. Performs budget preparation, purchasing, personnel functions, monitors expenditures, responds to inquiries and complaints, and prepares administrative correspondence.

Adult Probation Officer II: This is the full performance level with independent responsibility for a varied caseload. Positions perform office and/or field work in probation and parole casework, pre-sentence investigation, intake, supervision and guidance of parolees and probationers.

Aircraft Mechanic: Performs skilled maintenance, repair, service, and overhaul of aircraft. Makes minor and major repairs, changes engines, replaces or repairs parts including engine, airframe, and sheet metal parts. Maintains work reports and logs.

Analyst/Programmer III: Performs computer programming work including detailed program design, coding, testing, debugging, and documentation. This is the full proficiency level for programming or computer system support.

Attorney IV: This is the full working level. Positions render a variety of legal services, provide legal advice, prepare formal opinions, draw up legal documents, and serve as defense attorney or prosecuting attorney for all types of cases. Negotiate settlements or changes of plea.

Cook II: This is the journey level cook who prepares a variety of foods in an institution kitchen. Using recipes, verbal instruction, or individual discretion prepares food items in large quantities for meals.

Correctional Officer II: Performs the full range of security duties among prisoners in an adult correctional institution. Maintains order and discipline, patrols and inspects facilities and grounds, observes prisoners and visitors for unusual behavior, keeps records.

Data Processing Tech: Monitors, controls, and operates computer equipment at the full performance level. Loads input and output, makes test and operational runs, detects error message and makes corrections to equipment and production failures.

Data Processing Manager I: This is the first full management level responsible for the planning, organizing, & coordinating of data processing activities for an agency. Prepare and administer budgets, plan and schedule work, establish procedures, supervise staff of analyst/programmers, and control projects.

Drafting Technician II: This is the full performance level. Performs drafting duties to prepare drawings and plans. Plans layouts, determines scale, method of presentation, sectional views and pictorial presentations using standard drafting equipment including computer (CAD) systems.

Electrician: Performs journey level electrical work in the maintenance, inspection, repair, adjustment, and installation of electrical systems.

Eligibility Technician II: This is the journey level who performs the full range of duties related to determining and authorizing benefits for public assistance applicants. Work includes in-depth interviews, data collection, and eligibility determination.

Employment Security Specialist IB: Positions perform employment and unemployment work of average difficulty. Work involves intake/placement, interviewing job applicants, matching applicants with employers job orders, interviewing unemployment insurance claimants, and making eligibility determinations.

Engineer I: This is the professional registered level which typically leads a group of technical/professional engineering staff and is responsible for assigned projects involving the design and/or construction of highways, airports, harbor facilities, utilities, or other structures.

Environmental Specialist III: This is the advanced or lead level. Positions provide specialized technical expertise in a specific segment of an environmental protection program, i.e. hazardous waste, waste water, oil pollution, solid waste. Provide technical leadership on projects to field staff.

Equipment Operator V: Operates specialized motor equipment and power construction equipment used in the construction and maintenance of roads and other facilities, such as motor graders, shovels, backhoes, front loaders, asphalt distributors, and crawler tractors.

Fish and Wildlife Enforcement Officer: Positions perform patrol and apprehend violators of fish and game laws, issue citations, gather and preserve evidence, and attend court proceedings. These officers have limited authority, not full police authority, and weapons are restricted.

Fishery Biologist II: This is the full working level with responsibility for research project segments or fisheries management activities in a district. Positions study fishery resources to recommend regulations, area closures, and fishing limits. Positions review and monitor habitat changes, and conduct population studies.

Forest Technician III: This is a paraprofessional level which leads field crews in fire prevention, fire suppression and resource management programs. Duties include issuance of burning permits, site inspections, dispatching fire suppression forces, leading fire fighting crews, determining timber stand volumes and other field data, preparing maps of timber sales, etc.

Fish and Wildlife Technician II: Positions perform biological field sampling and research functions requiring a fundamental knowledge of research procedures. Positions perform creel census, port sampling, remove and read fish tags, collect biological samples, tag fish, conduct test fishing, enter data on computers, etc.

Laboratory Technician II: This is the full performance level who performs tests and procedures independently. Positions prepare reagents and culture media, inoculate and streak cultures, examine growth, perform standard tests for pathogens, and other routine testing of human specimens in a medical laboratory.

Laborer: Performs varied manual, unskilled or limited semi-skilled work in maintenance and construction. Loads and unloads, lifts, and moves supplies and equipment, assists with repair and maintenance of buildings, machine feeding and offbearing, patches pavement, shovels snow, removes brush, cleans culverts and roadsides, digs ditches.

Legal Secretary I: Serves as secretary to attorney(s) to provide administrative and office detail and perform a variety of legal clerical tasks. Takes and transcribes dictation of briefs, legal opinions, contracts, etc., prepares correspondence, legal notices, gathers material for attorneys; maintains records and sets up files.

Licensed Practical Nurse: Cares for ill, injured, and convalescent persons in hospital or institutional settings.

Loan/Collection Officer I: Performs professional journey level lending and/or collection activities for well-established programs. Processes applications for a variety of lending programs and/or collects monies on delinquent or defaulted loans.

Management Analyst III: This is the full professional working level. Incumbents perform complex and extensive studies at a conceptual and innovative level to identify, analyze, and document management procedure and policy problems and recommend corrective action. Evaluate resources and organization, work standards, conduct time and motion studies, etc.

Mechanic: Performs journey level work in the maintenance, repair, and overhaul of gasoline, diesel, and electrically powered equipment. Diagnoses, adjusts, repairs, and replaces defective automotive parts and components such as engines, transmissions, carburetors, lines, switches, etc.

Medical Records Assistant: Responsible for the day-to-day establishment, maintenance, and management of all medical records in a hospital/institution. Assures compliance with state and federal regulations.

Motor Vehicle Representative III: In addition to routine motor vehicle and drivers licensing duties, positions administer road tests to drivers, perform specialized license functions, and/or prepare and issue special permits such as oversize or overweight permits.

Natural Resources Officer II: This is the full professional level in areas of resource planning, adjudicating resource use, and professional research related to the management of natural resources. Positions research land status, write reports on resource issues, and evaluate proposals for resource use.

Natural Resources Manager II: Supervises a staff or unit with responsibility for significant statewide resource management functions, i.e. forestry, parks, lands. In a decentralized organization, supervises several units through subordinate supervisors. Responsible for management of at least one, often more, major projects.

Nurse II: This is the journey level registered nurse who performs the full range of professional level nursing duties. Administers treatment, medications, and nursing care to patients, makes nursing assessment and reports patient condition and reactions.

Physical Therapist: This is the journey level who administers individual physical therapy treatment programs using the full range of therapeutic procedures. Prepares reports of treatment, evaluation and discharge summaries for patients.

Plumber: Performs journey level plumbing work which involves the installation, modification, and repair of new and existing utility, supply and disposal systems and equipment which is subject to the Uniform Plumbing Code.

Psychiatric Nursing Assistant III: This is the journey level which performs a variety of subprofessional psychiatric nursing duties to provide care, treatment and rehabilitation to patients. Observes, reports, and charts patient behavior, assists in patient activities and therapies, interacts with patients to contribute to their rehabilitation.

Radio Dispatcher II: Receives, evaluates, and relays information to, from, and between public safety units, agencies, and the public by means of telephone, radio-telephone, and other electronic means. Dispatches commissioned officers to accidents and crime scenes. Answers questions and determines if dispatching police or other emergency personnel is necessary.

Secretary I: Performs a variety of clerical duties as the personal assistant of an executive. Relieves the supervisor of administrative detail by scheduling meetings and travel, screening calls and providing information, composing and typing correspondence, gathering materials, routing mail, filing, etc.

Sergeant, Public Safety: Supervises a post, team, or shift of law enforcement officers (at least four subordinates) who provide for enforcement of laws and assist and protect the public safety.

Social Worker III: This is the journey level providing a full range of social casework services covering such areas as adoption, foster home care, child protection, individual and family counseling.

Stockhandler: Performs heavy manual work in unloading, receiving, handling, storing, and retrieving supplies, materials, and equipment in a warehouse, storeroom or supply center.

State Trooper: This is the working level commissioned officer who performs law enforcement work alone or under direction of a higher ranking officer. Positions conduct patrols, make arrests and issue citations, conduct investigations of crimes, complaints and patrol findings. make reports and testify in court.

Wildlife Biologist III: This is the area management wildlife biologist, project leader of a research or development project or assistant area wildlife biologist in a complex management