

ALASKA LEGISLATURE COMMITTEE FILES 1900-1900 00/2

3659 HSTA HB 81 - HB 87

535

Registration Enforcement
I/M Program

Basic Concept

Municipalities will define what vehicles must be inspected under the program. DMV will not permit registration of these vehicles unless they have a valid inspection or waiver certificate. This will be essentially what has been referred to as "Option A" in previous meetings.

Time Schedule

August '84	Draft legislation for Commissioner's approval
September '84	1. Order equipment for mailing process 2. Design and order forms
October- '84 November	Initial programming effort to identify vehicles subject to inspection
January '85	Draft procedures for field offices
February '85	Mailing equipment and forms received and tested
March '85	1. Start hiring process for new positions 2. Test print and production programs
April '85	Train field personnel
May '85	Print and mail July renewal notices
July '85	Begin enforcement

Program Funding

1. DEC or EPA will provide DMV with \$80,000 for start-up costs mainly for equipment.
2. Other state costs will be recovered by charging an extra fee at the time of registration for vehicles subject to registration. Legislation will authorize the charge and allow the fee to be used by DMV in the operating budget. Initial estimate is \$1 per vehicle.

Cost Proposals

Earlier estimates for Option A enforcement costs totaled \$224,300 annually with personnel and contractual costs being valid for the first two years. Since that time it has been necessary to make the following revisions to that estimate:

1. New APEA contracts call for a 5% pay increase effective July 16, 1985. This will increase first year personnel costs to \$170,000.
2. The U.S. Post Office predicts a 15% postage increase in October 1984. Postage costs will be \$10,200.
3. The state will begin a system of user chargeback for data processing services in FY-86. The exact amount for DP services will be difficult to assess at this point but \$25,000 for programming, file storage, and machine use would be reasonable.
4. With the new computer system started in May, it is not possible to use the old computer terminals. New terminals, printers, and DP charges for the four counter employees will be \$40,000.

With these changes the new estimate for the first year charges will be \$288,700. Some of these costs, such as the equipment costs, must be incurred in this fiscal year prior to start-up. It will also be necessary to hire the new personnel on April 1, 1985 so they are adequately trained prior to start-up. This will incur approximately \$40,000 for salaries in FY-85.

Operational Considerations

1. The mailout renewal notices will be changed from a self-contained mailer to a mail stuffer system so that information on the program will be sent only to applicable Zip Code areas.
2. Renewal notices will be sent out 90 days in advance rather than 60 days to allow more time for inspection.
3. A one digit field in the vehicle record will indicate liability for inspection. Initially this will be determined by Zip Code area, vehicle class, and vehicle year for current records. The records will then be updated as vehicle transactions occur or waivers are obtained.
4. Applications for registration without an inspection or waiver certificate will not be accepted. They will be refused at the counter or returned by mail. Disputes concerning liability will be referred to the municipality or borough.
5. Inspection certificate numbers may be recorded on the registration but will not be placed in the data file. Inspection certificates will not be microfilmed with vehicle records but will, instead, be returned to local government offices.
6. Registration extensions or seasonal registrations will not be considered as part of this program.

MEMORANDUM

State of Alaska

TO: Charles Hosack, Deputy Director
Division of Motor Vehicles
Department of Public Safety

DATE: September 4, 1984

FILE NO: F14C4

TELEPHONE NO: 465-2666

FROM: Leonard D. Verrelli
Air Quality Program Manager
Department of Environmental Conservation

SUBJECT: DMV I/M Start-up
Funds

I have reviewed the information you sent me on August 27, 1984. Your proposed Registration Enforcement I/M program looks well thought out. The suggested time schedule looks on track and should make EPA happy.

Funding still appears to be an issue of concern for DMV, this memo will hopefully clarify that concern. ADEC has been authorized by EPA to spend \$60K, that sum will be transferred to DMV through the RSA process (see attached EPA letter). We will have to discuss how you want the funds categorized in the RSA. The remaining \$20K of the originally promised \$80K, has the potential of being acquired from several sources; EPA, ADEC carry-over EPA funds, and Fairbanks/Anchorage. I have requested EPA to reevaluate their position based on the information you provided me. Mr. Torok, the EPA representative, is optimistic that EPA Region X will make the remaining \$20K available for your use. If this "tentative" promise should fall short I am confident that we will be able to acquire the balance through the other sources mentioned above.

For your information, sometime during the week of September 17th an I/M progress meeting will be held with all interested parties. I'll keep you posted as to the exact date.

LV/do

Attachment:

cc: Heather Stockard - FBNSB
Robert Rasmusson - MOA
Jack Coutts - NRO
Bill MacClarence - SCRO

F14C4

DIVISION OF ENVIRONMENTAL QUALITY
POUCH O, JUNEAU, ALASKA 99811

465-2666

September 5, 1984

Mr. Steve Torok
EPA - Region X
Alaska Operations Office
3220 Hospital Dr.
Juneau, AK 99801

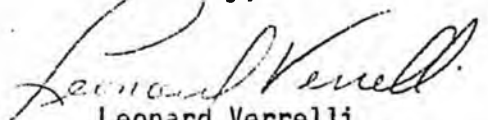
Dear Steve:

This letter is to formalize our discussion regarding additional funding for the Department of Motor Vehicles. In a letter from EPA dated June 27, 1984, \$120K was allocated for both Alaska Vocational Tech Center and Department of Motor Vehicles I/M development needs. Based on the information available at that time ADEC chose to split those monies 50/50. Since then DMV has made a firm commitment to mandate registration as the enforcement tool for both Anchorage and Fairbanks. Included in that decision was the seasonal registration program that Mayor Allen received approval for from EPA. This was a hardship that DMV was most reluctant to agree to since it upsets the overall state program.

Attached is a copy of the DMV registration enforcement program. As you can see it is a very comprehensive program incorporating some very optimistic time scheduling. DMV has requested full funding that was originally promised to them as an incentive to participate in the I/M programs. In view of the above commitment, the well thought out program and budget decisions I would request EPA reevaluate the total funding (\$80K) requested in DMV's original budget.

If you have any further questions or wish clarification please call me.

Sincerely,



Leonard Verrelli
Air Quality Program Manager

LV/do

Attachment

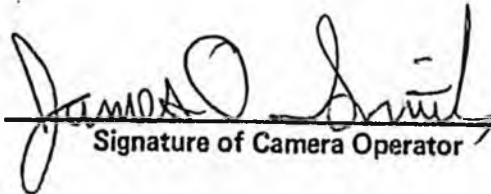
cc: Charles Hosack - DMV

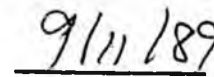


RECORDS CERTIFICATION



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


Signature of Camera Operator


Date

H B

H B

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COMMITTEE REPORT
HOUSE

Health, Education and
Social Services

2/6

(7)

FURTHER: Finance

1/18/85

Date: 2/5/85

The Committee on State Affairs has had HB 83

"An Act relating to employee benefits under the Public Employees' Retirement System and the Teachers' Retirement System; and providing for an effective date."

under consideration and recommends:

- do pass do not pass
- do pass with attached amendments(s)
- replace with CS for _____ same title
- new title

and recommends _____

- AND attaches a "Letter of Intent" New Fiscal Note
- reports it back without recommendation Zero Fiscal Note Attached

referred to the _____ Committee

MEMBERS SIGNING
DO PASS

MEMBERS HAVING
OTHER RECOMMENDATIONS:

Roger Jenkins

No recommendations

Kyle Hurley

10 to committee

Thom Bell

10 to committee

with Finance - no rec.

Kyle Hurley

CHAIRMAN



Official Business

Alaska State Legislature

House of Representatives

Committee on Rules

Pouch V
Juneau, Alaska 99811

Phone:
(907) 465-3764
465-3765

MEMORANDUM

DATE: February 4, 1986

TO: Majority Members

FROM: Rep. Mike W. Miller, Chairman
House Rules

RE: Bill History Packets

Please discard HB 83 fiscal note included in Bill History packet today and replace with this fiscal note.

Thank you.

STATE OF ALASKA 1986 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: _____

REQUEST	FISCAL DETAIL
Bill/Resolution No.: <u>CSHB 83 (HESS)</u>	Agency Affected: <u>All State Agencies</u>
Title: <u>An Act Relating to the Public Employees' and Teachers' Retirement Systems</u>	BRU: <u>Retirement & Benefits, IRS State Match</u>
Sponsor: <u>HESS</u>	Components: <u>Retirement & Benefits</u>
Requestor: _____	<u>TRS State Match (PERS, TRS)</u>
Date of Request: _____	

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 86	FY 87	FY 88	FY 89	FY 90	FY 91
OPERATING						
PERSONAL SERVICES						
RTMNT & BNFTS		485.2	524.0	565.9	611.2	660.1
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
TRS MATCH		228.4	246.7	266.4	287.7	310.7
TOTAL OPERATING	-0-	713.6	770.7	832.3	898.9	970.8
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND		713.6	770.7	832.3	898.9	970.8
FEDERAL FUNDS						
OTHER						
TOTAL	-0-	713.6	770.7	832.3	898.9	970.8

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

ANALYSIS: Attach a separate page if necessary

See attached

Prepared By: J. K. Humphreys, Director Phone: 465-4470
 Division: Retirement & Benefits Date: 12/9/85
 Approved by Commissioner: Eleanor Andrews Date: 12/26/85
 Agency: Department of Administration

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

CS House Bill 83 (HESS)
Fiscal Note Analysis
Prepared by Division of Retirement & Benefits
Department of Administration

December 9, 1985

IV Analysis: Passage of this bill would allow retirees in the Public Employees' Retirement System (PERS) and the Teachers' Retirement System (TRS) to be reemployed with a participating employer and use the highest salaries over their entire period of service under the PERS or the TRS respectively for calculating their additional benefit. This bill would establish a January 1, 1985 effective date. We have estimated that approximately 2½% of all retirees would exercise this option and that it would result in an average increase of 20% in their benefit.

This is estimated to result in a .0764% increase in the PERS employer contribution rate and a .05% increase in the TRS employer contribution rate and a .05% increase in the TRS State Match contribution rate. The PERS state salaries for FY 87 are estimated to be \$590,176,728.00 and the TRS state salaries for FY 87 are estimated to be \$68,569,578.00. The FY 87 TRS State Match salaries are estimated to be \$456,833,417.00.

The State cost of \$713.6 is calculated as follows:

The change in the PERS employer contribution rate (.0764%) times the estimated FY 87 State PERS salaries (\$590,176,728) equals \$450,900.00

Plus the change in the TRS employer contribution rate (.05%) times the estimated FY 87 State TRS salaries (\$68,569,578) equals \$ 34,300.00

Plus the change in the TRS State Match contribution rate (.05%) times the estimated FY 87 TRS system salaries (\$456,833,417) equals \$228,400.00
Total FY 87 State Cost \$713,600.00

In addition to the State costs as described above, there would be an increase in Political Subdivision and School District contributions as follows:

FY 87	FY 88	FY 89	FY 90	FY 91
\$561.0	\$605.9	\$654.4	\$706.7	\$763.2

CS House Bill 83
Fiscal Note Analysis
Prepared by Division of Retirement & Benefits
Department of Administration

December 9, 1985

The present value of the cost of this bill in PERS is \$2,980,000.00 resulting in a .21% decrease in the funding ratio. The present value of the cost of this bill in TRS is \$1,975,000.00 resulting in a .23% decrease in the funding ratio.



Alaska Public
Employees Association **APEA**
State Headquarters: 340 N. Franklin, Juneau, AK 99801 (907) 586-2334

MEMORANDUM

TO: Representative Katie Hurley, Chairperson
House State Affairs Committee

FROM: Cherie Shelley, Executive Director
Alaska Public Employees Association

SUBJECT: HB 83 PERS/TRS Benefits After Reemployment

DATE: February 5, 1985

The Alaska Public Employees Association supports House Bill 83. This legislation will eliminate the penalty imposed upon employees who return to public service after retirement.

This legislation will allow the state and local governments to utilize the experience and abilities of long-term employees without penalizing these employees for an earlier decision to retire.

Fairbanks Field Office
825-D College Road
Fairbanks, AK 99701
Telephone: (907) 456-5412

Anchorage Field Office
833 Gambell Street, Suite A
Anchorage, AK 99501
Telephone: (907) 274-1688

Juneau Field Office
227 4th Street
Juneau, AK 99801
Telephone: (907) 586-6305



Official Business

Alaska State Legislature

Pouch V
State Capitol
Juneau, Alaska 99811

January 29, 1985

TO: Representative Katie Hurley
FROM: Representative Robin Taylor
RE: H.B. 83

A handwritten signature in dark ink, appearing to read "R. Taylor".

Please amend Section 5 of House Bill 83 to read,
"This act takes effect February 1, 1985."

Thank you.

STATE OF ALASKA
THE LEGISLATURE

POUCH Y STATE CAPITOL
JUNEAU, ALASKA 99811
907 465 3800

LEGISLATIVE AFFAIRS AGENCY

MEMORANDUM

January 17, 1985

SUBJECT: Employee benefits under PERS and TRS
(Work Order No. 14-0174)

TO: Representative Robin Taylor

FROM: Teresa B. Cramer *Terry Cramer*
Legislative Counsel

You have asked for a sectional analysis of Work Order 14-0174.

Section 1 repeals and reenacts AS 14.25.043 to allow a re-employed TRS retiree to take advantage of higher salaries earned during the period of reemployment. The bill retains the requirement that the original retirement option selected is irrevocable. However, in computing the total benefit payable on reappointment to retirement, the employee's highest earnings apply to the total period of credited service not merely the period of reemployment. In many instances an employee's highest earnings occur during the period of reemployment. As is the case now, benefit payments cease and mandatory contributions resume during the period of reemployment.

Section 2 amends AS 14.25.167(e) to incorporate the changes made to AS 14.25.043 by section 1 of the bill. Although the options selected at the time of initial retirement remain irrevocable for the initial period of employment, members may select a different retirement option for the benefits based on the period of reemployment.

Section 3 makes the same amendments to the Public Employee's Retirement System that section 1 makes to the Teachers' Retirement System.

Section 4 makes the same amendments to PERS that section 2 makes to TRS.

Representative Robin Taylor
January 18, 1985
Page 2

Section 5 makes the bill effective July 1, 1985.

If I may be of further assistance, please let me know.

TC:ojb
J11/007

Sectional Analysis of HB 83

Section 1 would repeal and reenact AS 14.25.043 to allow a reemployed TRS retiree to take advantage of higher salaries earned during the period of reemployment. The original retirement option selected would be irrevocable, but, in computing the total benefit payable upon reappointment to retirement, the employee's highest earnings would apply to the total period of credited service, not just to the period of reemployment. This would work to further the purpose of the system (AS 14.25.012) by encouraging qualified retirees to return to covered employment. In addition, this section would ensure that retirees who had selected early retirement would not be disadvantaged by becoming reemployed. As is done now, benefit payments would cease and mandatory contributions would resume during the period of reemployment.

Section 2 would amend AS 14.25.167(e) to coincide with the new language in section 1 of this bill. Although options selected at retirement remain irrevocable, employees in all cases would have the freedom to select a different retirement option for the period of reemployment.

Section 3 would repeal and reenact AS 39.35.150 to allow a reemployed PERS retiree to take advantage of higher salaries earned

during the period of reemployment. The original retirement option selected would be irrevocable, but, in computing the total benefit payable upon reappointment to retirement, the employee's highest earnings would apply to the total period of credited service, not just to the period of reemployment. This would work to further the purpose of the system (AS 39.35.010) by encouraging qualified retirees to return to covered employment. In addition, this section would ensure that retirees who had selected early retirement or a level income option would not be disadvantaged by becoming reemployed. As is done now, benefit payments would cease and mandatory contributions would resume during the period of reemployment.

Section 4 would amend AS 39.35.450(e) to coincide with the new language in section 3 of this bill. Although opinions selected at retirement remain irrevocable, employees in all cases would have the freedom to select a different retirement option for the period of reemployment.

Section 5 would make the bill effective July 1, 1985.

STATE OF ALASKA 1985 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: _____

Page 1 of 2

REQUEST

Bill/Resolution No.: HB 83
 Title: An Act Relating to the
Public Employees and Teachers' Ret.
 Sponsor: Taylor
 Requestor: Hurley
 Date of Request: 1/30/86

FISCAL DETAIL

Agency Affected: All State Agencies
 Program Category Affected: PERS, TRS
 System
 BRU, Program or Subprogram(s) Affected: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 85	FY 86	FY 87	FY 88	FY 89	FY 90
Operating						
100 Personal Svcs		451.4	487.5	526.5	568.6	614.1
100 Rtmnt & Bnfts						
200 Travel						
300 Contractual						
400 Supplies						
500 Equipment						
600 Land & Struct						
700 Grants, Claims						
700 TRS Match		208.1	224.8	242.8	262.2	283.2
TOTAL OPERATING	-0-	659.5	712.3	769.3	830.8	897.3

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

GENERAL FUND		616.2	665.5	718.7	776.2	838.3
FEDERAL FUNDS		20.8	22.5	24.3	26.2	28.3
OTHER		22.5	24.3	26.3	28.4	30.7
TOTAL	-0-	659.5	712.3	769.3	830.8	897.3

POSITIONS: -0- -0- -0- -0- -0- -0-

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS: (Attach a separate page if necessary)

Prepared By: J.K. Humphreys, Director ^{JRH} Phone: 465-4470
 Division: Retirement & Benefits Date: 1/31/85

Approved by Commissioner: Lisa Rudd ^{LJR} Date: 2/3/85
 Agency: Department of Administration

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

House Bill 83
Fiscal Note Analysis
Prepared by Division of Retirement & Benefits
Department of Administration

January 31, 1985

IV Analysis: Passage of this bill would allow retirees in the Public Employees' Retirement System (PERS) and the Teachers' Retirement System (TRS) to be reemployed with a participating employer and use the highest salaries over their entire period of service under the PERS or the TRS respectively for calculating their additional benefit. We have estimated that approximately 2½% of all retirees would exercise this option and that it would result in an average increase of 20% in their benefit.

This is estimated to result in a .0764% increase in the PERS employer contribution rate and a .1% increase in the TRS employer contribution rate. The PERS state salaries for FY 86 are estimated to be \$544,046,592.00 and the TRS state salaries for FY 86 are estimated to be \$71,490,744.00. The FY 86 TRS State Match salaries are estimated to be \$416,297,654.00

This would result in an increase in Political Subdivision contributions of the following.

<u>FY 86</u>	<u>FY 87</u>	<u>FY 88</u>	<u>FY 89</u>	<u>FY 90</u>
\$499.9	\$539.9	\$583.0	\$629.7	\$680.1

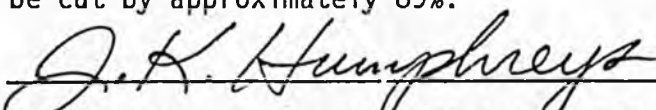
The present value of the cost of this bill in PERS is \$2,750,000.00 resulting in a .22% decrease in the funding ratio. The present value of the cost of this bill in TRS is \$1,800,000.00 resulting in a .26% decrease in the funding ratio.

Position Paper

HB 83

The Department of Administration supports this legislation but recommends that cost containment measures be included which will substantially offset the current fiscal impact of this bill. Passage of this bill would improve equity in the system by substantially reducing the current disincentives associated with a retiree returning to work for a covered employer. It provides for an equitable actuarial readjustment of benefits in certain cases involving reemployed early retirees or those who chose a level income option; it would restore part of the reduction for the early retirement or level income to reflect the return to work. This bill would also allow retirees in the Public Employees' Retirement System (PERS) and the Teachers' Retirement System (TRS) to be reemployed with a participating employer and use the highest salaries over their entire period of service under the PERS or the TRS respectively in calculating their benefit upon subsequent retirement.

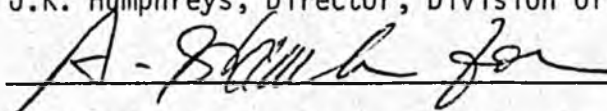
Passage of this bill would be consistent with the statutory purpose of both retirement systems which is to attract and retain qualified employees. Retired employees who are still ready, willing and able to work are a valuable resource to employers and this bill would remove an impediment to their rehire. By prohibiting military "double dipping" for employees first hired after enactment of this bill, the total cost could be cut by approximately 89%.



J.K. Humphreys, Director, Division of Retirement & Benefits

2/15/85

Date



Lisa Rudd, Commissioner, Department of Administration

2-15-85

Date



RECORDS CERTIFICATION



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Signature of Camera Operator


Date

HB

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HOUSE STATE AFFAIRS COMMITTEE

Bill Number 87 Title Sunset Council on Domestic Violence Date Rec'd 1/23/85

Fiscal Note	Position Paper	Date requested	From	Amount	Date Rec'd	
					Note	Paper
PS			Admin	0	✓	✓

CONTACTS

BACKUP LIST

Jim Fisher w/help w/ legal questions

Gov's letter
 PS paper & note
 Network paper
 POM's
 Network budget FY86
 Council Report
 Audit

HEARING INFORMATION heard 1/31/85

NOTES:

Sunset Statute AS 44.66.010 - 050
 F note = 0 because it is in the gov's budget

FINAL ACTION

Passed out unanimous to pass
 1/31/85



Alaska State Legislature

House of Representatives

Committee on State Affairs

Pouch V
State Capitol
Juneau, Alaska 99811

Official Business

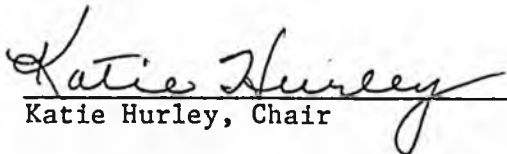
Representative Ben Grussendorf, Speaker
House of Representatives
Pouch V
Juneau, Alaska 99811

January 31, 1985 (907) 465-4903

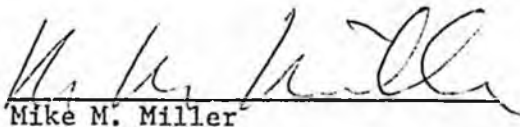
Dear Mr. Speaker:

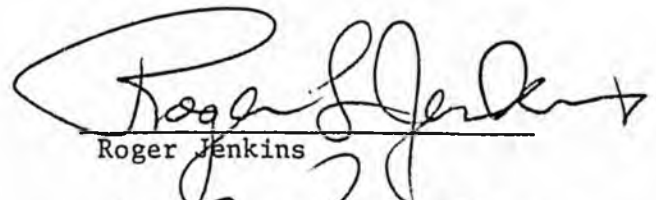
The House State Affairs Committee had under consideration for "Sunset Review" the Council on Domestic Violence & Sexual Assault pursuant to your referral under AS 44.66.050. The Committee has determined that there is a public need for the Council and recommends "do pass" to HB 87 "An act extending the termination date of the Council on Domestic Violence and Sexual Assault; and providing for an effective date."

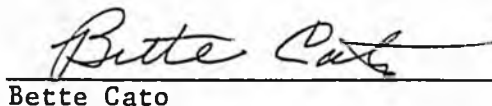
In accordance with statutory requirement a public hearing was held on the review of the Board and the Committee examined the performance audit of the activities of the Board prepared by the Legislative Budget & Audit Division.

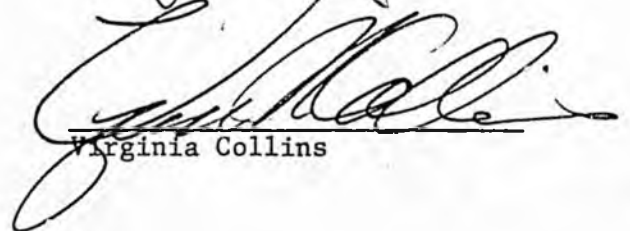

Katie Hurley, Chair

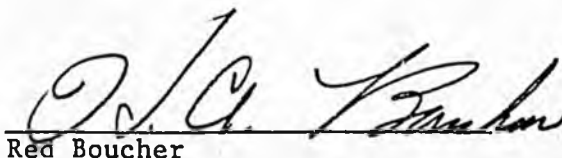

Mike Navarre, Vice-Chair


Mike M. Miller


Roger Jenkins


Bette Cato


Virginia Collins


Red Boucher

INTRODUCTION OF BILLS (House)(cont'd)

HB 86, (cont'd)

owned by the Matanuska-Susitna Borough and the borough supports the designation and management of the area as a state recreation area.

The area would be managed in accordance with a comprehensive plan developed in consultation with the borough. Primary emphasis would be on recreational uses and associated development. The state and borough have begun work on a joint plan that includes a road to the mouth of Willow Creek. This road will alleviate conflict between use of the creek by motorized and non-motorized boats. Designation as a state recreation area will allow increased compatibility among the various recreational uses of the creek while minimizing any harm to fish and wildlife resources and habitat.

I urge your favorable action on this measure.

Council on
Domestic
Violence
(extending)

HOUSE BILL NO. 87, by the Rules Committee by Request of the Governor. Extends the termination date of the Council on Domestic Violence and Sexual Assault until June 30, 1989 (currently set to expire June 30, 1985). Takes effect immediately.

Introduced January 18 and referred to Health, Education & Social Services, then Finance.

In his letter transmitting the bill, Governor Sheffield stated:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill that will extend the existence of the Council on Domestic Violence and Sexual Assault to June 30, 1989. Under the current AS 44.66.010(a)(11), the council is scheduled to "sunset" June 30, 1985. This extension is necessary to continue the help to adult and child victims of domestic violence and sexual assault provided by council-funded crisis intervention and prevention programs.

The council provides coordination, funding, and planning for programs serving victims of domestic violence and sexual assault. The council's composition and duties are set out in detail in AS 18.66.010 -- 18.66.900. In addition, the council has recently been assigned additional responsibilities by the "Child Sexual Abuse Agreement for Alaska," in response to the apparently increasing need for protecting children from sexual molestation. This agreement, between the Departments of Law, Public Safety, Corrections, and Health and Social Services, is a product of the criminal justice work group.

Domestic violence and sexual assault continue to be major problems in Alaska. In 1982, Alaska had the highest rate of rape and the second highest rate of homicide in the nation. In comparing relationships of homicide victims to perpetrators, Alaska continually has a higher rate among family members than nationally. The number of suspected child sexual abuse cases reported to the division of family and youth services, plus adjudicated cases of child sexual assault, has more than tripled from FY 80 to FY 83.

The council funded 23 domestic violence and sexual assault programs in FY 85. These programs provide shelter, crisis intervention, counseling, and support to victims and their families. An example of increased demand on domestic violence/sexual assault programs is seen in the increased number of shelter and safe home nights that are used. In FY 83, council programs provided 26,243 shelter and safe home nights compared to 36,457 provided in FY 84.

I urge your favorable action on this needed measure.

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT

January 25, 1985

The Alaska Network on Domestic Violence and Sexual Assault, a non-profit corporation, was established in 1977 to facilitate coordination of domestic violence and sexual assault services on a statewide basis. The Network represents 20 domestic violence and sexual assault programs.

Network programs have been involved in the prevention, intervention, and treatment of child sexual assault through community education and public awareness efforts, curriculum development and implementation, therapeutic counseling services, coordination with social service and criminal justice agencies, and legislative advocacy.

In June 1984 the Network formed a Child Sexual Assault Task Force for purposes of reviewing currently applied policies and practices to determine their appropriateness and the consistency of their application. The work product of the Task Force is the attached Summation of Major Issues Arising in Handling Child Sexual Assault Incest Cases and Recommendations for Resolution.

The Summation, which deals exclusively with child sexual assault perpetrated by a family member, outlines "ideal" policies and practices, those which we feel should be implemented in order to achieve the most favorable outcome. Some of these policies and practices have been implemented by some agencies in some communities; others are either inconsistently applied or not applied at all.

It is the Network's intention that the policies and practices detailed in the Summation be adopted by all agencies involved with child sexual assault cases. It is our firm belief that coordinated and comprehensive education, prevention, intervention, and treatment efforts will positively impact the high incidence of child sexual assault in our state.

We welcome your comments on this report, and suggest that you contact Ruth Lister, WICCA, Inc., Fairbanks (452-2293) or Rosemary Murray, Alaska Women's Resource Center, Anchorage (276-0528) to provide input or obtain additional information.



STATE OF ALASKA
OFFICE OF THE GOVERNOR
JUNEAU

January 18, 1985

The Honorable Ben Grussendorf
Speaker of the House
Alaska State Legislature
Pouch V
Juneau, AK 99811

Dear Representative Grussendorf:

Under the authority of art. III, sec. 18, of the Alaska Constitution, I am transmitting a bill that will extend the existence of the Council on Domestic Violence and Sexual Assault to June 30, 1989. Under the current AS 44.66.010(a)(11), the council is scheduled to "sunset" June 30, 1985. This extension is necessary to continue the help to adult and child victims of domestic violence and sexual assault provided by council-funded crisis intervention and prevention programs.

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intervention, counseling, and support to victims and their families. An example of increased demand on domestic violence/sexual assault programs is seen in the increased number of shelter and safe home nights that are used. In FY 83, council programs provided 26,243 shelter and safe home nights compared to 36,457 provided in FY 84.

I urge your favorable action on this needed measure.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Sheffield". The signature is written in a cursive, flowing style with some loops and flourishes.

Bill Sheffield
Governor

STATE OF ALASKA 1985 LEGISLATIVE SESSION
FISCAL NOTE

Revision Date: _____

REQUEST

Bill/Resolution No.: HB 87
 Title: Extending Termination Date
of Council on Domestic Violence
 Sponsor: Governor/Rules
 Requestor: H. HESS
 Date of Request: 1-25-85

FISCAL DETAIL

Agency Affected: Public Safety
 Program Category Affected: Council on Domestic
Violence and Sexual Assault
 BRU, Program or Subprogram(s) Affected: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 85	FY 86	FY 87	FY 88	FY 89	FY 90
OPERATING						
100 PERSONAL SERVICES						
200 TRAVEL						
300 CONTRACTUAL						
400 SUPPLIES						
500 EQUIPMENT						
600 LAND & STRUCTURES						
700 GRANTS, CLAIMS						
800 MISCELLANEOUS						
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-

CAPITAL						
----------------	--	--	--	--	--	--

REVENUE						
----------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER						
TOTAL						

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS: Attach a separate page if necessary

Prepared By: Paul Conger Phone: 465-4338
 Division: Administrative Services Date: 12-4-84

Approved by Commissioner: *[Signature]* Date: 12/6/84
 Agency: Public Safety

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

DEPARTMENT OF PUBLIC SAFETY

POSITION PAPER

HB 87

"An Act extending the termination date of the Council on Domestic Violence and Sexual Assault; and providing for an effective date."

The Council on Domestic Violence and Sexual Assault (hereafter referred to as Council) was established by the Legislature in 1981 (AS 18.66.010-18.66.900) as a result of grass roots efforts to provide services to victims of domestic violence and sexual assault. Among its duties, the Council was created to develop, implement, maintain and monitor programs; coordinate domestic violence and sexual assault services provided by state, community and private agencies; award grants and contracts and provide fiscal and technical assistance to programs and communities.

State funding was initially allocated to the Abused Women's Aid In Crisis shelter for battered women in Anchorage in 1977. At that time there were four other domestic violence and sexual assault programs in the state that received federal funds from the Law Enforcement Assistance Agency.

Just as Alaskan communities began to recognize the extent of domestic violence and sexual assault problems, federal funding for programs was halted. In 1981 the Network on Domestic Violence and Sexual Assault, which is a non-profit corporation composed of programs and individuals dedicated to addressing Alaska's domestic violence and sexual assault problems, led an effort to establish a mechanism in state government to disburse and monitor state funds to domestic violence and sexual assault programs. It was determined that the most effective means of accomplishing this was to establish the Council on Domestic Violence and Sexual Assault, a seven member policy making board located in the Department of Public Safety.

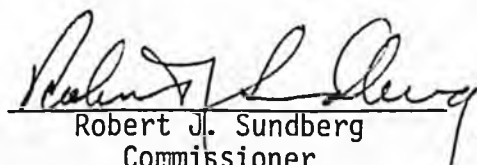
Four of the Council's members are the Commissioners or their designees from the Departments of Law, Health and Social Services, Public Safety and Education. The remaining three members are public members appointed by the Governor. Peggy Ormasen, public member from Haines is the Chair and Jana Varrati, public member from Anchorage, the Vice Chair. Lola Tobuk from Nome is the third public member. The departmental representatives are: James E. Fisher, Law; Connie Sipe, Health and Social Services and Jos Mapranath, Public Safety. The Department of Education's position is vacant because of a recent resignation.

The need for services to victims of domestic violence and sexual assault and their families as well as the need for additional coordination of services has increased. This is a result of enhanced public awareness of these crimes, victims realizing they have safe, supportive places to go and population increases in Alaska. The Council consistently has more requests for community based programs than it has had funds to distribute. Programs that plan to apply for funds submit letters of intent that estimate the amount to be requested. For FY86, the Council has received 37 letters of intent that total \$12,052,228.

The Council funded twenty-three domestic violence and sexual assault programs in FY85. Twelve of these programs provide safe and secure shelters and five have developed and coordinated confidential safe homes in their communities. These programs also provide emotional support and legal and medical assistance to victims. All but one of these programs also provide sexual assault crisis intervention and support services and five provide services to batterers. The Council also funds a batterers' program and a sexual assault program that are not associated with shelter programs; two crisis intervention programs that provide assistance and education to women who may not choose to stay in a shelter and two education programs.

The Council has effectively served the public in the provision of services to victims of domestic violence and sexual assault and their families. All programs funded by the Council are routinely monitored and provided with technical assistance, as requested. Communities without state funded services are provided assistance by the Council or its funded programs. Pamphlets, a child sexual assault curriculum, public service announcements and video tapes have been developed and distributed by the Council, and the Council maintains a film library to be used by people in the state. The Council has worked closely with the Network on Domestic Violence and Sexual Assault to encourage effective domestic violence and sexual assault legislation and has worked with Legislators and staff to develop legislation that best serves the needs of victims. The Council has carried out its functions in public and encourages public participation in meetings, decisions, policies and regulations. The Council has accomplished a great deal to alleviate the trauma suffered by victims of domestic violence and sexual assault.

In order to most effectively provide services, areas of extreme need and the most effective service delivery models must be determined. The Council has begun developing a five year plan to accomplish specific objectives to carry out its mandates to provide and coordinate services. Coordination efforts between agencies that serve victims of domestic violence and their families must be maintained and enhanced. Statewide prevention and education efforts need to be continued and funded programs should be monitored and receive technical assistance. The Council on Domestic Violence and Sexual Assault, with its configuration of state and public members, is the most effective means of insuring accountability of state funds and maintaining effective services to victims and their families; and therefore, it should be reinstated.


Robert J. Sundberg
Commissioner
Department of Public Safety

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT

SUMMATION OF MAJOR ISSUES ARISING IN HANDLING
CHILD SEXUAL ASSAULT INCEST CASES
& RECOMMENDATIONS FOR RESOLUTION

Prepared by:

Child Sexual Assault Task Force

Ruth Lister, WICCA, Inc.

Rosemary Murray, Alaska Women's Resource Center

Co-chairs

Summation of Major Issues Arising in Handling
Child Sexual Assault Incest Cases
& Recommendations for Resolution

In all phases of involvement with child sexual assault incest cases, the Network accepts the following as a philosophy: the child victim's disclosure is to be credited, the non-offending parent should be encouraged to be supportive and protective of the child victim, and responsibility for the assault always rests with the offender. All policy statements are predicated on that philosophy.

ISSUES

VICTIM

NON-OFFENDING PARENT

OFFENDER

1. Intervention

child reports sexual assault to non-offending parent and/or others; child is protected by DFYS or criminal intervention; if possible, child stays in the home; child receives immediate advocacy and support; number of interviews required of child should be minimized

assessment of non-offending parent's ability to protect & be supportive of child should be made; receives immediate advocacy to understand need to be supportive & protective of child; obtains TRO to protect child if needed

offender is investigated while child is protected; offender should be removed from the home if victim is living at home and non-offending parent is supportive

2. Coordination

DFYS and police/troopers coordinate investigation of victim's report of assault and provide protection of child; child is interviewed in private and is protected from onset of interview; initial and on-going advocacy should be provided by local or closest Network program or other advocacy agency

DFYS and police/troopers coordinate investigation of assault, with inclusion of advocate for non-offending parent, if requested; initial and on-going advocacy should be provided by local or closest Network program or other advocacy agency

DFYS and police/trooper coordinate investigation of offender; report of investigation is made to DA

DFYS coordinates immediate contact with qualified treatment and/or advocacy program/people

Communities should develop protocols for purposes of protection of the child and to facilitate coordination. Community protocols should be reviewed on an annual basis and should include input from DFYS, law enforcement, criminal justice system, Network programs, mental health centers, schools, and other agencies involved in child sexual assault cases

ISSUES

VICTIM

NON-OFFENDING PARENT

OFFENDER

3. SAFETY

the priority issue is insuring the victim's safety so s/he is not placed in a position to be re-victimized

support given to non-offending parent in protecting the victim and other siblings; provide counseling, shelter, and support when domestic violence has also occurred

strict controls over access to victim and other potential victims are to be applied in setting bail conditions incarceration, treatment work release, and probation; safety issues are to be adequately addressed throughout the criminal justice process regular monitoring and safety checks should occur while offender is on probation and should be conducted by Probation Officer; probation for no less than 10 years is recommended

because of the possibility of suicide and violence to family, arrest should occur immediately

Victim and family members must receive full protection from time of report. Monitoring and treatment services should be available for at least two (2) years

4. IMPRISONMENT

victim is reassured that s/he is not responsible for the incarceration ; victim is encouraged to understand that the offender is being punished for wrong-doing

provided support in assuming role as single parent while offender is in prison and/or treatment and out of the home; non-offending parent should not be required to comply with unreasonable and/or non-therapeutic court ordered obligations, such as visitation, etc.

punishment for crime through imprisonment; treatment and rehabilitation will be provided in a secure facility; treatment will continue if offender is in a work release program or halfway house

ISSUES

VICTIM

NON-OFFENDING PARENT

OFFENDER

5. Treatment

receives therapy and information necessary to work through difficulties arising from assault and subsequent disruption in family after disclosure; individual/group treatment is made available

victim is given choice, in her/his own time, whether or not to have contact with the offender; all contact between victim and offender must be supervised

receives support to work through any problems arising from single parenthood and any emotional/financial barriers faced in supporting child; individual/group treatment is made available

1) gets treatment with focus on sexual deviance as first stage; 2) treatment provided in a secure facility and continuing treatment through community-based programs; 3) with continuation of treatment for sexual deviance and at the request of the victim, later stage of treatment may focus on healing the relationship with the victim and other family member

All treatment staff must have adequate training in treatment model, and all treatment must be predicated on the basis that the responsibility for the assault always rests with the offender. The well-being of the child victim must be the primary concern for all family members and treatment providers. All decisions regarding the potential, possible, and/or actual reuniting of the family should be made only when the child victim agrees and only when treatment focusing on sexual deviance will be continuing. Contact between the child victim and the offender or any other person who is not supportive of the child should be restricted and should only occur under circumstances that are therapeutic for and agreed upon by the child

6. Rural Issues

Local safe homes and support and advocacy must be immediately available to victims and non-offending parents. Community education and organizing, and prevention and education for children and adults, are high priorities. All personnel who are a part of prevention, intervention, and/or treatment in child sexual assault cases must be specifically trained in the dynamics of child sexual assault

7. Community Safety

Through media, education, and community organizing, the harmful effects of child sexual assault and the need for protection are made clear. Age appropriate prevention information should be made available to all children

There is no known "cure" for sex offenders except their control over their own behavior. Provision and/or "completion" of a treatment or rehabilitation program should not be assumed to guarantee the safety of the child victim or potential victims

8. Adult Survivors

Treatment should be made available, either free of charge or at reasonable sliding scale fees, for adult survivors of child sexual assault by qualified treatment staff

9. Training

All therapists providing treatment in the areas of child sexual assault must have a minimum of forty (40) hours of specialized training in victim, survivor, or offender treatment

Those working in the field without a master's degree in social work or counseling must, in addition to having received specialized training, be a staff member of a counseling agency or advocacy program and be supervised by a degreed person

Training in the dynamics of child sexual assault and appropriate recognition and intervention techniques should be made available to all who come into contact with victims, non-offending parents, and offenders. This training should, at the minimum, be provided to law enforcement personnel, criminal justice personnel, teachers, day care providers, social workers, and staff members of agencies providing counseling and advocacy

If limited funds are available for training, priority in allocation should be given to those agencies demonstrating a history of effective and broad based training experience and/or provision of service

Funding priorities for FY 86

III. COUNCIL GRANT PRIORITIES - to be read down the page in priority order (e.g. No. 1a is top priority)

1. a. continuation programs and services - programs that provide immediate safety to victims of domestic violence and sexual assault, i.e. shelters and safe homes;
b. new programs and services - programs that provide immediate safety to victims of domestic violence and sexual assault, i.e. shelters and safe homes;
2. a. continuation programs and services - programs that provide crisis intervention services to victims of domestic violence and sexual assault, includes counseling, advocacy, information and referrals;
b. new programs and services - programs that provide crisis intervention services to victims of domestic violence and sexual assault, includes counseling, advocacy, information and referrals;
3. a. continuation programs and services - programs that specifically address the needs of child victims or children of victims;
b. new programs and services - programs that specifically address the needs of child victims or children of victims;
4. a. continuation programs and services - education/support programs, includes community education, outreach, prevention information/referral;
b. new programs and services - education/support programs, includes community education, outreach, prevention information/referral;
5. a. continuation programs and services - batterers' programs;
b. new programs and services - batterers' programs;
6. a. continuation programs and services - crisis intervention programs that provide services to individuals in personal or professional transition. These programs could provide the following services: information, education, counseling and referral services;
b. new programs and services - crisis intervention programs that provide services to individuals in personal or professional transition. These programs could provide the following services: information, education, counseling and referral services.

Criteria for grant reviews FY 86

ATTACHMENT A

I. PROGRAM AND MANAGEMENT CRITERIA

Number of
POINTS per
Criteria

Community Needs

1. justification of the need for services, including identification of the target population and geographic area to be served; 25

Services to be Provided

2. the assurance of safety for victims: 25
- shelters - adequate staff or volunteers; secure facility, security procedures; evidence of quick police response
- safe homes - procedures to maintain confidentiality of clients and providers; safety procedures
- batterers' counseling - safety checks for victims; no counseling of couples while violence exists in the relationship;
3. the applicant's previous experience in providing the same or similar services in an effective manner; 10
4. feasibility of the applicant's plan for providing services; 10
5. accessibility of services to clients; 10
6. assurance of client confidentiality; 10
7. the existence and sufficiency of the applicant's aftercare or follow-up plan for clients, if applicable; 10
8. compatibility of the applicant's service proposal with the Council's objectives and planning documents; 10
9. means for securing and maintaining adequate staff have been described. 10
10. appropriateness of the objectives of the applicant's project, as well as the extent to which the objectives can be measured and schedules can be established for the performance of specific tasks; 10

Community Coordination and Support

11. demonstrated community support of the applicants by the community or communities in which the applicant proposes to provide services; 10

- 12. the applicant's efforts to coordinate with other appropriate organizations and a letter of understanding showing coordination with other Council-funded programs in the same geographic area; 10
- 13. new programs - demonstrated interaction with the Council, Network and/or Council-funded programs; 10

Agency Management

- 14. the existence of a reasonable training plan providing adequate justification for needed training, if any; 10
- 15. the status of audits and evaluations and the resolution of audit exceptions or evaluation recommendations, if any, for an applicant which has previously been awarded a grant; 10
- 16. documented use of volunteers and plans for future use; 10
- 17. Board and staff are representative of geographic and ethnic compositions of clients or area or evidence is provided for plans to become representative; 10
- 18. the applicant's management and financial capabilities; 10

Self Evaluation

- 19. the existence of a service evaluation proposal employing clear outcome indicators; 10

TOTAL POSSIBLE POINTS 220

NOTE: The designation of points for criteria will be used to assist in analyzing applications. There is no pre-determined number of points an application must have to assure funding.

II. FINANCIAL CRITERIA - to determine reasonableness of budget

All budget items should be justified. Each item will be scrutinized for justification of expenditures. The following areas identified will receive additional review.

Administrative costs -

reasonable compared to programs of a similar size, setting or cost of living

reasonable percent of administrative costs to total program compared to services' budget to total program

indirect costs, if any, are reasonable

Personnel -

appropriate staff/client ratio compared to programs of similar size and as justified by program

sufficient to meet safety needs

salaries comparable to similar programs in community, with staff needing similar qualifications and skills

fringe benefits area detailed and allowable

Travel -

administrative travel necessary for program operation and not excessive

training travel fees based upon training plans and justified for service; per diem and mileage do not exceed state administrative manual rate

local travel must have board approved mileage rate; work related only

client travel is included

per diem does not exceed state administrative manual rates

Contractual -

facility rent/lease - comparable to similar space in same location - responsibility for facility maintenance, renovations and liability clearly described

long distance calls - kept to a minimum for community based programs; higher costs must be justified based upon regional or statewide services

professional services contracts - justified and based upon local standards and regulations; extent of service and fees are clearly explained

food - evidence is provided that outside funding sources are used to supplement the food budget - i.e. food stamps, commodities, donated food

Equipment -

purchase must be necessary for the delivery of services or enhance operations

conditions for acquisition are clear with respect to purchase, lease, lease to buy or rental

General -

appropriateness of budget to goals and objectives

a clear presentation of all sources of funds and in-kind contributions, including amounts, time periods and purposes

matching funds are at least 15% of grant request

the program's success in obtaining funds, sources other than the Council on Domestic Violence and Sexual Assault

only costs which are allowable are included in the application

special expenditures (e.g. vehicles, computer equipment, new staff) have been explained

a sliding fee schedule has been developed

for ongoing programs, fees have been collected from clients

**PART 7.
COUNCIL ON DOMESTIC VIOLENCE
AND SEXUAL ASSAULT**

Chapter

- 90. Domestic Violence and Sexual Assault Program Standards (13 AAC 90.010—13 AAC 90.190)
- 95. Grant Programs (13 AAC 95.010—13 AAC 95.030)

**CHAPTER 90
DOMESTIC VIOLENCE AND
SEXUAL ASSAULT PROGRAM
STANDARDS**

Section

- 10. Scope
- 20. Governing body
- 30. Planning process
- 40. Personnel management
- 50. Fiscal management
- 60. Reporting
- 70. Facilities
- 80. Client policies, procedures, and records
- 90. Crisis line
- 100. Reporting of suspected child abuse and elder abuse
- 110. Volunteers
- 120. Coordination and referral
- 130. Program evaluation
- 140. Shelters
- 150. Safe home programs
- 160. Services for perpetrators
- 170. Waiver
- 180. Compliance
- 190. Definitions

13 AAC 90.010. SCOPE. Except as provided in 13 AC 90.140 — 13 AAC 90.160, this chapter applies to all grantees. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.020. GOVERNING BODY. (a) The governing body of each grantee shall

(1) have written documentation of its source of authority, through charter, articles of incorporation, or bylaws, as appropriate;

(2) meet at least quarterly and keep minutes of all meetings;

(3) appoint an executive director, and designate, in writing, the director's authority, which must include responsibility for the daily operation and administration of the program;

(4) reflect representation of community concerns and interests by adopting and implementing a policy to recruit members of populations which are targeted for program services, particularly Alaska Native and other ethnic or racial populations;

(5) approve, in writing, all documents of the grantee that establish policy, including personnel policies, budgets, budget revisions, and the accounting manual;

(6) conduct open meetings; however, if excepted subjects are to be discussed at a meeting, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss any of the following matters must be determined by a majority vote of the governing body: the only excepted subjects that may be discussed in an executive session are:

(A) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the grantee;

(B) subjects that tend to prejudice the reputation and character of any person; however, the person may request a public discussion;

(C) matters which, by law, municipal charter, or ordinance, are required to be confidential; and

(7) direct the grantee's planning process: the governing body shall develop statements of philosophy of service delivery, mission, and goals and objectives; the goals and objectives must be reviewed annually.

(b) The governing body must represent community concerns and interests by consisting of members that reside in the program's service area. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.030. PLANNING PROCESS. (a) A grantee shall have a planning process that includes

(1) communication and coordination of the planning process with the council and other domestic violence or sexual assault programs that serve the same populations;

(2) identification of resources within the service area that provide the same, similar, and supplementary services;

(3) assessment of the service needs of the populations to be served;

(4) consideration of the characteristics, needs, and distribution of the populations to be served; and

(5) a written description of each service provided by the program and a statement of how each service relates to identified needs of the populations to be served.

(b) Consideration under (a)(4) of this section of the characteristics and needs of the populations to be served includes consideration of a group's culture, heritage, traditions, and language, and must be documented. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.040. PERSONNEL MANAGEMENT. (a) A grantee shall have a personnel management system that includes a written job description and qualifications for each position, and a current organizational chart that identifies staff positions and lines of authority within the program.

(b) A grantee shall maintain for each employee a personnel record that includes education and training completed, wage or salary information, and performance appraisals. Performance appraisals must be completed annually and in accordance with documented procedures. The records must be stored, maintained, and used in a manner that ensures confidentiality.

(c) A grantee shall develop a written training plan for the professional growth and development of staff.

(d) A grantee shall provide training in the following areas for staff and volunteers who provide services directly to clients, as appropriate:

(1) standards for conducting lethality assess-

ments, safety checks, and for the development of safety plans;

(2) community resources;

(3) assistance to clients in identifying options and planning goals for themselves; and

(4) assessment of the need for, and the provision of, education and advocacy in the areas of domestic violence or sexual assault.

(e) A grantee shall adopt and implement policies to recruit staff who are representative of populations targeted for program services, particularly Alaska Natives and other ethnic or racial populations. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.050. FISCAL MANAGEMENT. (a) A grantee shall have an accounting system that ensures proper use of money, as required by funding sources, and documentation of financial transactions. The system must include

(1) uniform procedures for handling financial transactions;

(2) reconciliation and summary of financial transactions at least monthly;

(3) written procedures for payroll that ensure that correct amounts are regularly withheld from each employee's pay and paid to appropriate federal, state, and local units of government;

(4) written procedures for regular review of, and sign-off on, all employees' time and attendance forms; and

(5) controls to safeguard proper handling of cash receipts and disbursements.

(b) A grantee shall maintain an accounting policy and procedures manual which must be reviewed and updated annually. The accounting manual must include the following topic areas: funding-source accounting requirements, internal control procedures, a chart of accounts, accounting records maintenance, and preparation of financial statements.

(c) A grantee shall have procedures to maximize reimbursement for services from clients or

other parties. These policies may not preclude provision of services regardless of a client's ability to pay.

(d) A grantee shall have written procedures for the preparation and revision of the revenue and expense budgets for the program. These budgets must include all sources and uses of money received.

(e) A grantee shall have insurance that provides for the protection of the physical and financial resources of the program. This insurance must include personal injury liability insurance for employees, volunteers, and clients, and bonding insurance in at least one-fourth of the total grant received from the council. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.060. REPORTING. A grantee shall have written procedures that ensure fulfillment of reporting requirements imposed by licensing or funding sources. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.070. FACILITIES. (a) A facility must comply with applicable zoning ordinances and conform to electrical, sanitation, plumbing, building, and safety codes of the governmental jurisdiction in which the facility is located.

(b) A facility must have adequate ventilation in all areas, and direct outside air ventilation to each bedroom.

(c) Responsibility for cleaning the facility and its premises must be assigned in writing.

(d) A grantee shall maintain records of facility inspections and conditional use permits for three years. (Eff. 9/22/84, Reg. 91)
Authority: AS 18.66.050

13 AAC 90.080. CLIENT POLICIES, PROCEDURES, AND RECORDS. (a) A grantee shall provide ongoing clients with an orientation to the program that includes an explanation of clients' rights of confidentiality, clients' obligation to maintain confidentiality, the services that are available, program hours, activities and fees, rules governing clients' conduct, and infractions that can result in disciplinary action or discharge.

(b) A grantee shall have a written policy that provides for reviewing and responding to clients' grievances and recommendations about program operations, and that delineates the means by which clients are familiarized with these procedures.

(c) A grantee shall have written procedures for client intake that address

(i) evaluation of immediate danger of suicide or homicide, the appropriateness of the client to the program, the presence of child abuse or neglect, the influence of alcohol or drugs, and a lethality assessment, if applicable:

(2) referral procedures for individuals not admitted to the program; and

(3) conditions for acceptance and refusal of referrals from other agencies.

(d) A grantee shall have written procedures for discharge of clients, including provisions for referrals and clients' participation in discharge plans.

(e) A grantee shall have individuals available, as reasonable, to provide translation services to non-English-speaking clients.

(f) A grantee shall make provisions for meeting the needs of handicapped clients.

(g) A grantee shall have written policies and procedures for follow-up of clients that establish protection of clients' confidentiality during follow-up contacts, make provisions for safety checks, if applicable, and specify the conditions under which follow-up will be discontinued.

(h) A grantee shall have written policies and procedures for periodic review of records of active clients for completeness and appropriateness.

(i) A grantee shall have a standardized system for keeping records on clients that includes the following information for each client:

(1) statements of problems and needs;

(2) a plan for problem resolution;

(3) a personal contact in case of an emergency; and

(4) known medical problems.

(j) A grantee shall have written policies and procedures for closing and storing clients' records.

(k) A grantee shall have written policies and procedures for ensuring the confidentiality and security of clients' records that

(1) delineate procedures for disclosure of confidential information, including the use of forms for documenting the disclosure and for obtaining the client's written consent;

(2) comply with applicable laws and regulations on confidentiality of clients' records; and

(3) address the use and disclosure of client information by anyone other than program personnel. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.090. CRISIS LINE. If a grantee provides crisis intervention services to victims of domestic violence and sexual assault or to perpetrators, it shall have or contract with a 24-hour crisis line service. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.100. REPORTING OF SUSPECTED CHILD ABUSE AND ELDER ABUSE. (a) A grantee shall require reporting by all staff of suspected child abuse, child sexual abuse, and neglect, as defined in AS 47.17.070. Reports must be made to the nearest office of the Department of Health and Social Services, division of family and youth services.

(b) A grantee shall require reporting by all staff when there is reasonable cause to believe that an elderly person has suffered harm as defined in AS 47.24.100. Reports must be made to the nearest office of the Department of Health and Social Services. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.110. VOLUNTEERS. (a) A grantee shall have written policies on volunteer services that include

(1) the philosophy, goals, and objectives of the volunteer program:

(2) the responsibilities and tasks of volunteers:

(3) the procedures and criteria for selecting volunteers; and

(4) the accountability and reporting requirements of volunteers.

(b) A grantee shall have a documented training program for volunteers that provides information on clients' rights, program procedures, and procedures for emergencies.

(c) A staff person or persons must be designated to serve as supervisor of volunteer services.

(d) A grantee shall develop a procedure for reviewing volunteers' performance and providing feedback to volunteers. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.120. COORDINATION AND REFERRAL. A grantee shall develop written agreements for coordination with agencies that serve as primary referral sources, such as alcohol, mental health, other domestic violence and sexual assault programs serving the same area, as well as the Department of Corrections and the division of family and youth services. These policies and procedures must delineate means to identify clients' special needs, assist clients in obtaining services, and avoid duplication of services provided by other agencies. These policies must specify conditions under which referrals are made, and must list specific steps for referring. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.130. PROGRAM EVALUATION. A grantee shall have a written evaluation plan that includes

(1) an assessment of the attainment of goals and objectives;

(2) designation of persons responsible for conducting the evaluation, including the governing body's role;

(3) description of the types of data collected:

(4) identification of factors which are important in contributing to the success of the program:

(5) an assessment of how the grantee affects the community and clients it serves, and

(6) a means for the evaluation findings to be used in the planning process described in 13 AAC 90.030. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.140. SHELTERS. (a) A shelter must provide each resident with access to

(1) the minimum necessities, including bedding, clothing, articles for grooming and personal hygiene, and nutritional food; and

(2) a telephone, in accordance with a written policy that promotes confidentiality and safety of residents.

(b) A shelter must be staffed by paid staff or a trained volunteer 24 hours per day, seven days per week, if one or more victims reside in the shelter. Shelter staff and volunteers must have at least eight hours of basic first aid training, which includes training in CPR and knowledge of the facility's emergency procedures.

(c) There must be written procedures for the shelter for meeting potential emergencies such as fire, natural disasters, physical illness, and threats of physical injury. These procedures and emergency telephone numbers must be posted in prominent places in the shelter, and the procedures made known to staff, volunteers, clients, and if applicable, law enforcement officers. The emergency procedures must include

(1) assignments of tasks and responsibilities;

(2) instructions for the use of alarm systems, emergency equipment and notification of authorities;

(3) specification of escape routes in case of fire or natural disaster; and

(4) coordination with law enforcement agencies for emergency plans regarding intruders and with fire departments for emergency plans for fire or natural disasters.

(d) There must be locks on windows and doors of the shelter to prevent entry by intruders.

(e) There must be policies for the storage of medicines belonging to residents of the shelter that assure that the medicines are not accessible to children or unauthorized adults.

(f) There must be a written plan for services to children in the shelter, including coordination with schools to minimize disruption to children.

(g) Orientation must be provided to all clients of the shelter, to inform them of the requirement for nonviolent behavior by children and adults while in the shelter. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.150. SAFE HOME PROGRAMS. Safe home programs must

(1) assure that each safe home provides each resident with access to minimum necessities, including bedding, clothing, articles for grooming and personal hygiene, and nutritional food;

(2) develop and disseminate to safe home operators and residents written policies and procedures that include criteria for who may use safe homes and rules for safe home operators and residents, including security measures;

(3) have written procedures for monitoring safe homes to ensure that the homes meet community standards for cleanliness, safety, and sanitary conditions; and

(4) provide orientation to all clients to inform them of the requirement of nonviolent behavior by adults and children while in safe homes. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.160. SERVICES FOR PERPETRATORS. A program or component of a program whose primary focus is on providing services to perpetrators of domestic violence must

(1) coordinate plans for services with other agencies serving the perpetrator's family to avoid conflict and encourage cooperation with other services provided to the affected family; and

(2) contain mechanisms to maintain regular contact with the victim of a perpetrator who is a client to ensure the victim's safety. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.170. WAIVER. The council will, in its discretion, waive compliance with a requirement in 13 AAC 90.010 — 13 AAC 90.060 upon written application, if the council determines

- (1) there is good cause for the request;
- (2) the safety of clients is assured; and
- (3) an acceptable alternative is provided. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.180. COMPLIANCE. Grantees shall comply with this chapter within two years after September 22, 1984. Programs newly funded after September 22, 1984 have two years to come into compliance with this chapter. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

13 AAC 90.190. DEFINITIONS. In this chapter,

- (1) "client" means a person who receives services from a domestic violence or sexual assault program for a problem that the person is directly experiencing;
- (2) "council" means the Council on Domestic Violence and Sexual Assault;
- (3) "crisis intervention" means contact with a person in order to intervene in emergency situations;
- (4) "follow-up" means the process by which the grantee determines the status of a client after she or he leaves a program;
- (5) "grant" means an award of financial assistance by the council to an eligible recipient;

(6) "grantee" means the legally accountable entity that receives a grant;

(7) "lethality assessment" means determination of the degree of danger of serious injury or death to any member of a client's family unit;

(8) "ongoing client" means a client who is not in crisis;

(9) "perpetrator" means a person who directed domestic violence or sexual assault toward another person;

(10) "program" means the services provided by a grantee for the community or region it serves;

(11) "safe home" means a private home whose occupants provide a safe environment for victims of domestic violence or sexual assault, and their children, on a short-term basis;

(12) "safe home program" means a legally accountable entity that receives a grant to provide safe home services;

(13) "safety check" means the process of determining if a victim's situation is dangerous, and, if so, developing a safety plan;

(14) "safety plan" means a scheme or method by which a victim may escape from, or protect herself or himself, in a violent situation;

(15) "shelter" means a facility that provides a safe, emergency environment for victims of domestic violence or sexual assault, and their children, on a short-term basis; and

(16) "victim" means a person who may be admitted into a program as a result of having been subjected to domestic violence or sexual assault. (Eff. 9/22/84, Reg. 91)

Authority: AS 18.66.050

**CHAPTER 95.
GRANT PROGRAMS**

Section

- 10. Adoption of grant regulations
- 20. Modifications
- 30. Eligible applicants

13 AAC 95.010. ADOPTION OF GRANT REGULATIONS. The Council on Domestic Violence and Sexual Assault, Department of Public Safety, adopts by reference 7 AAC 78.010 — 7 AAC 78.020 and 7 AAC 78.040 — 7 AAC 78.320 which took effect April 11, 1981, with the revisions described in 13 AAC 95.020. 13 AAC 95.010 — 13 AAC 95.030 are adopted under AS 18.66.050 as the regulations for awarding grants by the council. (Eff. 2/20/83, Reg. 85)

Authority: AS 18.66.050

Editor's Note: The January 21, 1983 order of the Council on Domestic Violence and Sexual Assault adopting 13 AAC 95.010, 13 AAC 95.020, and 13 AAC 95.030 states: "This order takes effect on the 30th day after it has been filed by the lieutenant governor, except with respect to regulations prescribing organization or procedure which take effect upon filing [by] the lieutenant governor, as provided in AS 44.62.180." Since the history note for each section can only show one effective date, and, in fact, multiple dates might be confusing, only the earliest of the two possibilities has been set out in the history notes for these sections.

13 AAC 95.020. MODIFICATIONS. For the purposes of 13 AAC 95

(1) 7 AAC 78.010 — 7 AAC 78.020 and 7 AAC 78.040 — 7 AAC 78.320 are modified by the deletion of "department" and the insertion of "council" where "department" appeared;

(2) 7 AAC 78.010 — 7 AAC 78.020, 7 AAC 78.040 — 7 AAC 78.080, 7 AAC 78.100, and 7 AAC 78.120 — 7 AAC 78.320 are modified by the deletion of "commissioner" and the insertion of "chair" where "commissioner" appeared;

(3) 7 AAC 78.090 and 7 AAC 78.110 are modified by the deletion of "commissioner" and the insertion of "council" where "commissioner" appeared;

(4) 7 AAC 78.010 — 7 AAC 78.020 and 7 AAC 78.040 — 7 AAC 78.320 are modified by the deletion of "grant agency" and the insertion of "council" where "grant agency" appeared;

(5) in 7 AAC 78.080: subsections (b) and (c) are deleted;

(6) in 7 AAC 78.090, subsections (b), (c), (d), (e), (g), (i), (k), and (l), are deleted, and subsection (m) is added as follows "(m) The council will make the final decision with respect to a grant application no later than 15 days after the final state budget bill takes effect for the state fiscal year for which the grant application is made:";

(7) in 7 AAC 78.090(j), the reference to subsection "(g)" is deleted, and "(m)" is inserted where "(g)" appeared;

(8) in 7 AAC 78.110 and 7 AAC 78.310, references to "7 AAC 78.090(e)" are deleted, and "7 AAC 78.090(m)" is inserted where "7 AAC 78.090(e)" appeared;

(9) in 7 AAC 78.130(b), "United States Department of Health and Human Services" is deleted, and "appropriate federal agency" is inserted where the deleted language appeared;

(10) in 7 AAC 78.070, 7 AAC 78.260(h), and 7 AAC 78.290(e), references to the "state advisory board" are deleted;

(11) in 7 AAC 78.320, paragraphs (3), (4), (9), (15), (18), (20), and (22) are deleted, and the following definitions are added:

"(25) 'chair' means the chair of the Council on Domestic Violence and Sexual Assault;

"(26) 'council' means the Council on Domestic Violence and Sexual Assault;"

(12) in 7 AAC 78.010 — 7 AAC 78.020 and 7 AAC 78.040 — 7 AAC 78.320, all references to 7 AAC 78.030 and to any of the subsections deleted in paragraphs (5) and (6) of this section are deleted. (Eff. 2/20/83, Reg. 85)

Authority: AS 18.66.050

Editor's Note: The January 21, 1983 order of the Council on Domestic Violence and Sexual Assault adopting 13 AAC 95.010, 13 AAC 95.020, and 13 AAC 95.030 states: "This order takes effect on the 30th day after it has been filed by the lieutenant governor, except with respect to regulations prescribing organization or procedure which take effect upon filing [by] the lieutenant governor, as provided in AS 44.62.180." Since the history note for each section can only show one effective date, and, in fact, multiple dates might be confusing, only the earliest of the two possibilities has been set out in the history notes for these sections.

13 AAC 95.030. ELIGIBLE APPLICANTS. A local community entity, as defined in AS 18.66.900(5), may apply for a grant under 13 AAC 95 if it qualifies for a grant under AS 18.66.060. (Eff. 2/20/83, Reg. 85)

Authority: AS 18.66.050

Editor's Note: The January 21, 1983 order of the Council on Domestic Violence and Sexual Assault adopting 13 AAC 95.010, 13 AAC 95.020, and 13 AAC 95.030 states: "This order takes effect on the 30th day after it has been filed by the lieutenant governor, except with respect to regulations prescribing organization or procedure which take effect upon filing [by] the lieutenant governor, as provided in AS 44.62.180." Since the history note for each section can only show one effective date, and, in fact, multiple dates might be confusing, only the earliest of the two possibilities has been set out in the history notes for these sections.

WORKING / 87

House State Affairs Committee Report
On The
Council on Domestic Violence & Sexual Assault

Representative Ben Grussendorf
Speaker
House of Representatives
Capitol Room 206

Page one

Dear Mr. Speaker:

In accordance with AS 44.66.050 the House State Affairs Committee recommends that the Council on Domestic Violence and Sexual Assault be continued until 1989. The Committee found no compelling reason to sunset the Council. The Committee voted unanimously "do pass" to HB 87, an act relating to the Council on Domestic Violence. This bill would continue the Council until 1989. In accordance with statutory mandate, the Committee has made the following determination concerning the public need for the Council after taking into consideration the Legislative Budget and Audit Report:

FINDINGS

- I. The extent to which the council has operated in the public interest.

The major area in which the Council operates in the public interest is in funding, monitoring and providing technical assistance to community domestic violence and sexual assault program. These programs provide services to victims, their families and communities to reduce and prevent trauma associated with domestic violence and sexual assault.

The Council has developed and distributed several educational films and curriculum addressing the issues of domestic violence and sexual assault. Among these are "Village to Village", a film about domestic violence in rural Alaska; and "It's Okay to Say No", and "Aware not Afraid" films for children about their personal safety. These films are available to all interested persons, and the children's film has been used in several primary and secondary schools in Alaska.

II. The extent to which the operation of the Council has been impeded or enhanced by existing statutes, procedures, and practices which it has adopted, and any other matter, including budgetary, resources, and personal matters.

A. The Council staff, through its program evaluations, and financial reviews, have provided technical assistance to grantees. The Council through these reviews, not only safeguards state funds but also ensures the quality of services to the public.

B. The Council is in the process of developing a statewide plan for growth of domestic violence and sexual assault programs to ensure that services are available where they are most necessary. Implementation of this plan will enhance the operation of the Council.

C. The Committee notes that the Council has not developed an adequate data system as required by AS 18.66.050 (a) (5) but believes the council is taking adequate steps to improve its data system.

III. The extent to which the Council has recommended statutory changes which are generally of benefit to the public interest.

A. The Council has aided in the passage of the following:

1. AS 18.68 - Sexual assault investigations. Provides for a uniform sexual assault examination kit; protocols governing the use and distribution of the kit; and training in the protocols and use of the kit.
2. AS 18.65 - Police training about new domestic violence (DV) laws. How to handle DV incidents; and notification of the victim of rights and services provided by the State.
3. AS 12.25.030 - Arrests of perpetrators of domestic violence on the charge of fourth degree assault. The police officer needs only reasonable cause to arrest on fourth degree assault.

4. AS 11.41 - Various definitions and grades of sexual assault.
 5. AS 22.15.100 and AS 25.35 - Broadens the powers of a judge and the uses of the injunctive relief orders (or temporary restraining order). Also reaffirms the consequences to the perpetrator of disregarding a restraining order. Restraining orders allow the victim to remain in the home in relative safety for a limited time.
- IV. The extent to which the Council has encouraged interested persons to report to it concerning the effects of its regulations and decisions on the effectiveness of service, economy of service, and availability of service which it has provided.
- A. The Council encourages interested parties to comment on its decision or regulations by publicly announcing its meetings. The Council also encourages input about its policies from the Alaska Network on Domestic Violence and Sexual Assault.
- V. The extent to which the Council has encouraged public participation in the making of its regulations and decisions.
- A. The Council has made extensive efforts to inform the public about domestic violence and sexual assault issues. A teleconference in December 1983 was preceded by mailing notices statewide to interested parties. In addition, the Council organized a statewide teleconference between Alaska and the U.S. Family Violence Task Force in Washington D.C.
 - B. The Council has encouraged participation in the making of its regulations by working closely with the Network on Domestic Violence and Sexual Assault. Preliminary drafts of regulation were disseminated to DVSA programs statewide for comments.

- VI. The efficiency with which public inquires or complaints regarding the activities of the Council filed with it, with the department to which the Council is administratively assigned, or with the Office of the Ombudsman have been processed and resolved.

No problems in this area.

- VII. The extent to which the state personnel practices, including affirmative action requirements, have been complied with by the Council to its own activities and other areas of interest.

No problems in this area.

- VIII. The extent to which the statutory, regulatory, budgeting or other changes are necessary to enable the Council to better serve the interests of the public and to comply with the factors enumerated in this subsection.

A. It is the opinion of grantees interviewed by the Legislative Budget & Audit division and at least one Council member, that the composition of the Council should be changed. Most of the grantees agreed upon the following suggestions:

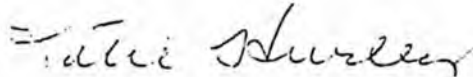
1. Appointments of representatives from more geographical regions of Alaska. At present five of the seven members reside in Southeast Alaska.
2. Appointment of a Council member who is involved in law enforcement.
3. Appointment of more public members.

RECOMMENDATIONS

The Committee recommends that the Council be continued until 1989. The Council serves as a funding and coordinating agency for domestic violence and sexual assault services. The Council has funded twenty-three community based programs to provide shelter, crisis intervention, support advocacy, and prevention/education services for victims, their families and communities. It is these programs that keep victims safe, provide emotional support during times of extreme trauma after a rape or beating. These programs have taught batterers mechanisms to stop their violence and to adopt to alternative behaviors. These programs train police officers, advocate for victims rights and coordinate with district attorneys, mental health centers, alcohol programs and social workers to better serve victims and their families.

The Council has also coordinated with school systems to teach children about their right to say no to an adult who is abusing them and how they can report abuse and get assistance. It is these programs that the Council coordinates, that have helped Alaskans face the tragic reality of domestic violence and sexual assault.

The Committee identifies no problems at this time and makes no further recommendations at this time in accordance with AS 44.66.050 (d).


Representative Katie Hurley Chair

ALASKA NETWORK ON DOMESTIC
VIOLENCE AND SEXUAL ASSAULT

BUDGET REPORT
FY86

10 SEWARD #13 JUNEAU ALASKA 99801 (907) 586-3650

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT

The Alaska Network on Domestic Violence and Sexual Assault, established in 1977, is a non-profit corporation representing 21 domestic violence and sexual assault programs statewide. The Network's member programs have been active in the provision of direct and support services to victims and perpetrators, training to other professionals and members of the public, presentation and development of prevention/education materials, development and implementation of curricula, and legislative advocacy.

The Network, which meets quarterly, is governed by a seven-member Steering Committee composed of Officers and Chairs of the Standing Committees. The Network has developed Task Forces on Child Sexual Assault and Native Issues. The Network is a member of both the National Coalition Against Domestic Violence and the National Coalition Against Sexual Assault.

Each year, the Network develops a questionnaire and survey which are completed by the individual programs. The purpose of the questionnaire is to obtain statistical, demographic, administrative, and fiscal information. The purpose of the survey is to obtain specific and detailed information in a particular area.

In order to clearly and comprehensively detail the information requested, the questionnaire/survey packet was divided into three components: Information Questionnaire, Budget Matrix, and Pay Equity Survey. The results of the information obtained is contained in this report.

In FY85, 23 domestic violence and sexual assault programs were funded by the Council on Domestic Violence and Sexual Assault (21 of those programs were Network members) for a total of \$4,310,800. in grants. That amount represented a 9.1% increase in grants over the FY84 appropriation.

For FY86, the Governor has recommended an increase of \$575,000. to the Council in the grants line, which represents an increase of 13.3% in grants over the FY85 appropriation. The recommended increase includes: \$250,000. for base level of services; \$200,000. to adequately fund existing programs; and \$125,000. for rural service delivery.

The Network supports the Governor's request, and offers the information contained in this report for purposes of documenting need.

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT

INFORMATION QUESTIONNAIRE

10 SEWARD #13 JUNEAU ALASKA 99801 (907) 586-3650

INFORMATION QUESTIONNAIRE

Eighteen of the Network's 21 member programs responded to the request for information. The questions were asked in narrative form and were designed for compilation in priority order based on the number of programs indicating the same concern. Responses that did not require a narrative (such as number of volunteer hours) were tabulated and averaged.

1. Aside from incidences of domestic violence and/or sexual assault, what are the major problems facing your clients?

<u>Issue</u>	<u># of Programs Indicating Need</u>
Housing: transitional; independent	15
Employment/Job Training	12
Affordable Child Care	10
Lack of other support services, primarily legal services	10

2. What are unmet needs in your community that you don't anticipate being able to address?

<u>Issue</u>	<u># of Programs Indicating Need</u>
Programs for batterers	7
Interagency training/community education	6
Rural outreach	5
Long-term counseling for victims	5
Services for victims of child sexual assault/ incest survivors	4

3. How has your program responded to the increase in client case loads?

<u>Issue</u>	<u># of Programs Responding</u>
Utilize more volunteers in more components of the program	10
Cut back on or eliminate services	9
Require additional staff hours	7
Increase referrals to other agencies, when available	6
Increase fundraising efforts/explore other sources of funds	5

4. Approximately how many hours per month do you utilize volunteer staff for non-clerical services?

Average per month for 17 programs: 321.8 hours

5. What do you foresee as central to developing a long range plan for rural service delivery in your region?

<u>Issue</u>	<u># of Programs Indicating Need</u>
Provision of training to agency personnel and community members	16
Establishing liaison contacts in rural areas	11
Development of crisis intervention programs	9

ALASKA NETWORK ON DOMESTIC
VIOLENCE AND SEXUAL ASSAULT

BUDGET MATRIX

BUDGET MATRIX

On questions 1, 2, and 3 eighteen of the Network's 21 member programs responded to the request for information. On question 4, fifteen responded. Some questions were asked in narrative form and were designed for compilation in priority order based on the number of programs indicating the same concern. Responses that did not require a narrative were tabulated and averaged. Statistics for number 5 were obtained from the Annual Report to Governor Sheffield and the Alaska Legislature: January 1985, Council on Domestic Violence and Sexual Assault.

1. What is the major problem for you program related to funding?

<u>Issue</u>	<u># of Programs Responding</u>
Lack of adequate number of staff to respond to increased requests for services	14
Need for provision of merit increases to existing staff/need to offer comparable salaries	7
Development and Implementation of rural outreach program	4
Lack of adequate space for sheltering clients	2

2. Provide a comparison between your level of Council funding for FY84 and FY85.

14 programs received an average increase in funding in FY85 of \$16,900.

4 programs experienced no change in funding between FY84 and FY85.

3. How many positions did you add or delete as a result of FY85 funding?

3 programs added a total of 1.5 positions

7 programs deleted a total of 9.5 positions

8 programs experienced no change in the number of positions

4.a) Indicate what additional funds, if any, your program will need to provide basic continuation services for FY86.

The fifteen programs that responded to a) of this question indicated a need for an additional \$352,967 in the FY86 budget.

<u>Reasons Given</u>	<u># of Programs Responding</u>
Inflation, Cost of Living and Merit Increases	13
Positions created mid-year FY85	4
Rural Outreach	3
Replace revenue lost from other sources	3
Rent Increase	2
New shelters	2
FICA	1

b) Indicate the number of full time and part time positions your program would require to adequately meet the need for the services you currently offer.

<u>Domestic Violence</u>		Total Cost: <u>\$149,868</u>
	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	3	Advocate, Childs' Counselor
Part Time	4	Advocate, Childcare, Legal Aide, Secretary
Position Upgrades	5	Direct Service Workers, Admin.
Relief Shifts	4	Direct Service Workers
<u>Sexual Assault</u>		Total Cost: <u>\$69,667</u>
	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	1	Incest Counselor
Part Time	4	Incest, Child Sexual Assault, & Longterm Couns.
Position Upgrades	3	Direct Service, Admin.

b) (cont.)

Crisis Intervention

Total Cost: \$61,229

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	2	Crisis Line Coord. & Admin.
Part Time	3	Crisis Line, Counselor, Admin.
Position Upgrades	2	Direct Service, Admin.

Prevention/Education

Total Cost: \$115,826

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	2	Sexual Assault, Dom. Vio. Counselor for Child & Youth
Part Time	5	Community Ed/Volunteer Coord., CSA Educator
Position Upgrades	2	Trainer, Support Grp Facilitator

Rural

Total Cost: \$148,487

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	3	Rural Ser. Prov., Outreach
Part Time	3	Rural Ser., Outreach, Child Sexual Assault
Position Upgrade	3	Village Advocates, Rural Serv.
Travel Funds*	6	

c) Indicate the number of full time and part time positions your program would need in order to provide for the unmet needs in your area (services you are not currently providing).

Domestic Violence

Total Cost: \$98,829

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	2	Bus. Mgr./Acct., Men's Counselor
Part Time	2	Men's Counselor, Child Serv. Coord.

*Travel funds are included here since they are required in order for the positions noted above to serve rural areas.

c) (cont.)

Sexual Assault

Total Cost: \$115,726

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	3	Adult and Child Sexual Assault Advocates
Part Time	3	CSA, Child Serv. Coord., Therapist

Crisis Intervention

Total Cost: \$12,241

	<u># of Programs Responding</u>	<u>Type of Position</u>
Part Time	1	Counselor

Prevention/Education

Total Cost: \$43,875

	<u># of Programs Responding</u>	<u>Type of Position</u>
Part Time	3	Men's Program Dev./Ed. Grp leader for violent male adolescents & di- vorced fathers

Rural

Total Cost: \$110,878

	<u># of Programs Responding</u>	<u>Type of Position</u>
Full Time	1	Outreach Coordinator
Part Time	7	Village Advocates
Travel Funds*	3	

The amounts here (a+b+c) total \$1,275,593, more than double the Governor's requested 13.3% increase of \$575,000. As stated in the cover letter, the Network supports the Governor's request. The figures here are offered as a means for documenting the need for funds.

* Travel funds are included here since they are required in order for the positions noted above to serve rural areas.

5. Statistical information for services indicated for FY84 and FY85: *

<u>Service</u>	<u>FY 84</u>	<u>FY85</u>
Shelter/Safe Home Nites	26,243	36,538
New Clients	5,560	6,654
Group Counseling Sessions	8,019	9,244
Crisis Counseling Sessions	3,663	3,728
Persons provided with Community Education/Public Awareness	13,196	13,447
Temporary Restraining Orders (TRO's) secured	1,804	1,326
Number of Beds	193	202

ALASKA NETWORK ON DOMESTIC
VIOLENCE AND SEXUAL ASSAULT

PAY EQUITY SURVEY

PAY EQUITY SURVEY

Traditionally, member programs of the Alaska Network on Domestic Violence and Sexual Assault have experienced problems related to staff turnover and recruitment. In the past two years, these problems have become acute and are directly related to the inability of domestic violence and sexual assault programs to be competitive in the job market.

During 1984-1985 11 of the Network's 21 member programs were involved in recruiting and hiring in the executive director position. Turnover in other staff positions were experienced at a higher rate by almost all programs. High rates of turnover effect programs both fiscally and in terms of the quantity and quality of services they are able to provide.

All programs provide a mandatory period of training for new staff members, and require additional specialized training for some staff. Development, implementation, and provision of training requires an expenditure of resources from which neither the program nor the client profits if trained staff leave the program to accept higher paying positions. High turnover rates result in a cycle of recruitment-training-recruitment which is neither cost effective nor productive.

An additional serious effect of high turnover involves a decrease in the level of service provision to particular client groups, and an overall decrease in the level of productivity of the program.

The types of services for which there is great demand require the expertise of a trained staff. Adult and child victims of violent crime experience severe emotional and physical trauma, disruption of their lives, the need for long-term counseling, and effective advocacy. Such specialized services can only be provided by trained staff who are available on a regular basis. In these types of cases, the services of a primarily volunteer staff are simply not adequate.

It is our firm belief that victims of violent crime are deserving of the most comprehensive and expert services that are available. Without the ability to compete for qualified employees and maintain a full complement of trained staff, many programs are faced with cutting back on or completely eliminating needed services.

Considering the ramifications in terms of services to those in need, the issue of pay equity must be addressed. This section was designed to address that issue by providing a comparison between salaries paid by Network member programs and those paid by other local, non-profit service agencies.

Salary information for specific job classes at particular levels of experience appears on the following page.

In order to facilitate a comparison of salaries, only certain positions were targeted: Executive Director, Program Coordinator, and Counselor/Advocate. The job categories were further broken down into levels of experience: entry level, experienced, and advanced. Descriptions of both the job classes and levels of experience appear on the following page.

In completing the pay equity section, the following guidelines were utilized:

- only gross annual salaries were compared
- comparisons were made only with local, non-profit service agencies in the respective communities; no state or municipal agencies were used in the comparison
- comparisons were made with a minimum of 2 and a maximum of 5 agencies in each community
- the agencies used for comparison were identified by name in order to gauge the extent of their similarity
- positions were matched as closely as possible; comparisons made with any position involving less than half of the duties and responsibilities as outlined were considered invalid

The salary information provided in the following chart indicates the average gross annual salary paid by Network programs as compared with other local, non-profit service agencies for the positions indicated using the experienced level. Information for individual communities is available.

<u>POSITION</u>	<u>NETWORK PROGRAMS</u>	<u>OTHER AGENCIES</u>	<u>DIFFERENCE</u>
Executive Director	\$ 30,500.	\$ 37,700.	\$ 7,000.
Program Coordinator	24,700.	31,100.	6,400.
Counselor/Advocate	19,700.	24,300.	4,600.

JOB DESCRIPTION

- Executive Director: responsible for overall staff supervision; program planning and development; fiscal management and grant writing; technical assistance to all program components; oversee implementation of policies procedures; liaison with other agencies; reports directly to Board of Directors
- Program Coordinator: responsible for supervising program component staff; implementation and maintenance of program activities; staff development and evaluation; submission of reports; reports to Executive Director
- Counselor/Advocate: provide immediate crisis intervention services; conduct intake, assessment, and transition procedures; provide individual counseling; conduct/assist with group counseling; provide advocacy services

EXPERIENCE LEVELS

- Entry Level: no prior experience; requires training
- Experienced: degree in related field OR 2 years experience in related field
- Advanced: advanced degree in related field OR 5 years experience in related field

NOTE: Job Descriptions represent basic duties and responsibilities; more detailed and specific duties are required of positions

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT

LISTING OF MEMBER PROGRAMS

10 SEWARD #13 JUNEAU ALASKA 99801 (907) 586-3650

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT: Member Programs

<u>PROGRAM</u>	<u>MAILING ADDRESS</u>	<u>PHONE NUMBER(S)</u>	<u>CONTACT PEOPLE</u>	<u>POSITION</u>
<u>AWAIC</u> : Abused Women's Aid in Crisis	100 W. 13th Avenue Anchorage 99501	279-9581 Office 274-4561 Shelter 272-0100 Crisis	Janet Kowalski	Director
<u>AVV</u> : Advocates for Victims of Violence	P.O. Box 524 Valdez 99686	835-2980 Office 835-2999 Crisis	Carolyn Dallinger	Director
<u>AWARE</u> : Aiding Women in Abuse and Rape Emergencies	P.O. Box 809 Juneau 99802	586-6623 Office 586-1090 Crisis	Caren Robinson	Director
<u>AWRC</u> : Alaska Women's Resource Center	111 W. 9th Avenue Anchorage 99501	276-0528 Office	Carol Richards Rosemary Murray	Director Program Director
<u>AWIC</u> : Arctic Women in Crisis	P.O. Box 69 Barrow 99723	852-3999 Health Dept. 852-2942 Office 852-4357 Crisis	Cheryl Fraley-Finley Edith Nashoalook	Director Coordinator
<u>BSWG</u> : Bering Sea Women's Group	P.O. Box 1596 Nome 99762	443-5491 Office 443-5444 Crisis	Vicky Horton	Director
<u>CWRC</u> : Cordova Women's Resource Center	P.O. Box 18 Cordova 99574	424-3126 Office	Bonni Honkola	Director
<u>Emmonak Women's Shelter</u>	General Delivery Emmonak 99581	949-1434 Office	Malora Hunt	Manager
<u>JWRC</u> : Juneau Women's Resource Center	110 Seward Street #6 Juneau 99801	586-2977 Office		Director
<u>KWRCC</u> : Kodiak Women's Resource & Crisis Center	P.O. Box 2122 Kodiak 99615	486-6171 Office 486-3625 Crisis	Janet Carter	Director
<u>MEN, Inc.</u>	222 Seward Street #202 Juneau 99801	586-3565 Office	Walter Majoros	Director
<u>MSN</u> : Men's Support Network	P.O. Box 101071 Anchorage 99510	272-4822 Office	Rick Romito	Director
<u>SAFE</u> : Safe and Fear-free Environment	P.O. Box 94 Dillingham 99576	842-2320 Office 842-2316 Crisis	Mary Grisco	Director

ALASKA NETWORK ON DOMESTIC VIOLENCE AND SEXUAL ASSAULT: Member Programs (cont'd.)

<u>PROGRAM</u>	<u>MAILING ADDRESS</u>	<u>PHONE NUMBER(S)</u>	<u>CONTACT PEOPLE</u>	<u>POSITION</u>
SAFV: Sitkans Against Family Violence	P.O. Box 1573 Sitka 99835	747-3370 Office	Dawn Barrer	Director
SPWS: South Peninsula Women's Services	P.O. Box 2328 Homer 99603	235-7712 Office 235-8100 Crisis	Jayne Andreen	Director
STAR: Standing Together Against Rape	P.O. Box 103356 Anchorage 99510	276-7279 Office 276-RAPE Crisis	Dana Cassidy	Director
TWC: Tundra Women's Coalition	P.O. Box 1537 Bethel 99559	543-3424 Office 543-3456 Crisis	Liz Illg Cookie Guinn	Director Manager
WVRC: Valley Women's Resource Center	P.O. Box 871518 Wasilla 99687	376-4080 Office & Crisis	Leslie Bogda	Director
WICCA: Women in Crisis-Counseling & Assistance	702 Tenth Avenue Fairbanks 99701	452-2293 Office 452-RAPE Crisis	Ruth Lister Trish Livingston	Director Program Manager
WISH: Women in Safe Homes	P.O. Box 6552 Ketchikan 99901	225-9474 Office	Floyd Richmond	Director
WRCC: Women's Resource & Crisis Center	529 Main Street Kenai 99661	283-9479 Office	Joanne Lopez	Director

NON-MEMBERS:

Kotzebue Women's Crisis Project/Manillaq Women's Shelter	P.O. Box 38 Kotzebue 99752	442-3969 Office	Rosemary Russing	Director
USAFV: Unalaskans Against Sexual Assault & Family Violence	P.O. Box 36 Unalaska 99685	581-1500 Office	Susan Magone	Director
SWACPCSA: Southwestern Alaska Council for the Prevention of Child Sexual Assault	P.O. Box 1948 Bethel 99559	543-3994 Office	Clara Kelly	Director
TCC: Tanana Chiefs Conference	201 First Avenue Fairbanks 99701	452-8251 Office	Don Shircel	Director



ANNUAL REPORT TO GOVERNOR SHEFFIELD
AND THE
ALASKA LEGISLATURE

**COUNCIL ON
DOMESTIC VIOLENCE
AND
SEXUAL ASSAULT**

JANUARY 1985

An Annual Report to Governor Bill Sheffield
and
The Alaska State Legislature

By the Council on Domestic Violence and Sexual Assault
For the period: January 1984 - December 1984

State of Alaska
Department of Public Safety
Robert J. Sundberg, Commissioner

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COUNCIL MEMBERS:

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Jana Varrati, Vice-Chair, Anchorage (Public Member)
Lola Tobuk, Nome (Public Member)
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INTRODUCTION

According to the FBI's "Crime in the United States", in 1983 Alaska's rate of reported rapes was 101.5 per 100,000 residents. This was an 18.9% increase over 1982. The rate of rape in Alaska was the highest in the nation and over three times the national rate of 33.7. Alaska also has one of the highest rates of homicide per capita. In 1983 it was 13.8 per 100,000, compared to the national rate of 8.3. In Alaska, 23% of the homicides in 1983 were against a family member, compared to 19% nationally. National studies have shown that the incidences of child sexual assault are increasing. Reports of child sexual abuse in Alaska are skyrocketing. In FY80 the Division of Family and Youth Services had 185 suspected and adjudicated cases of child sexual assault; in FY84 there were 992 comparable cases.

These alarming statistics document Alaska's need for services to victims of domestic violence and sexual assault. There are compelling reasons to assure that these services are particularly sensitive to a victim's plight. Society often places a stigma upon a victim of sexual assault because of the nature of the crime. Added burdens are also placed upon victims of family violence because they care for or depend upon the perpetrators. U.S. Assistant Attorney General Lois Haight Herrington sums it up well:

"To be abused by a spouse, a parent, a trusted adult or by one's own child or to witness such abuse carries with it a particular agony. Victims wrestle with feelings of fear, loyalty, love, guilt and shame. In this they often face conflicts not experienced by those attacked by strangers. Adults will be torn between the desire to shield and help a loved one and their responsibility toward their own safety or others in the household. Children often face alone the terrible truth that those who should protect them are, in fact, a source of harm. Anyone who lives in a violent home experiences an essential loss. The one place on earth where they should feel safe and secure has become instead a place of danger.

These victims are often uniquely isolated. Friends who might otherwise be a source of support hesitate to intrude on the privacy of family matters or choose sides. Reporting violence to authorities carries its own risks. All too often police, prosecutors or judges minimize or ignore the problem and the victim is left alone to face an attacker who may respond with anger at being reported".

In FY 85 the Council on Domestic Violence and Sexual Assault (hereafter called Council) funded twenty-three community based programs to provide shelter, crisis intervention, support, advocacy and prevention/education services for victims, their families and communities. It is these programs that keep victims safe, provide emotional support during times of extreme trauma after a rape or beating, and help them get their lives together when it seems they have no place to turn. These programs have taught batterers mechanisms to stop their violence and to adopt alternative behaviors. They have also coordinated with school systems to teach children about their right to say no to an adult who is abusing them and how they can report abuse and get assistance. These programs train police officers, advocate

for victims and coordinate with district attorneys, mental health centers, alcohol programs and social workers to better serve victims and their families. It is these programs that have helped Alaskans face the tragic reality of domestic violence and sexual assault.

The Council on Domestic Violence and Sexual Assault serves as a funding and coordinating agency for domestic violence and sexual assault services. This report outlines the accomplishments of the Council from January 1984 to December 1984, describes Council funded programs and identifies issues of concern and solutions.

MAJOR COUNCIL INITIATIVES IN 1984

The Council conducted numerous activities throughout 1984 as mandated by AS 18.66.010-18.66.900. Following is a synopsis of Council initiatives:

1. Planning of services for victims of domestic violence or sexual assault, their families and perpetrators of domestic violence and sexual assault.

The Council has developed a draft five-year plan to project and best meet the needs for domestic violence and sexual assault services in the state. The draft plan includes the following sections: Administrative and Legislative Responsibilities; Coordination; Prevention; Intervention; Treatment and Rehabilitation Services. The Council is cognizant that implementation of the plan must be accomplished with limited resources but is dedicated to finding the means by which to do so.

2. Public Meetings and Hearings.

The Council held 6 meetings in 1984. Council meetings are advertised and open to the public.

In January the Council co-sponsored with State Senator Jalmar Kerttula and the Alaska Network on Domestic Violence and Sexual Assault a special teleconference between Alaska and the U.S. Attorney General's Task Force on Family Violence. The U.S. Family Violence Task Force held hearings in six major cities in order to learn about family violence and recommend solutions. The Alaskan teleconference was the only one of its kind in the country. Senator Kerttula opened the teleconference and thirty-three people testified, including U.S. Senator Ted Stevens from Washington. One hundred and one people listened from sites throughout Alaska and in Washington, D.C.

The Council held a statewide teleconference in November to discuss coordination issues. Eleven people testified from ten sites throughout Alaska. The teleconference participants identified the following needs:

- * Cross-training between such service providers as alcohol and mental health programs, Division of Family and Youth Services and domestic violence and sexual assault programs
- * Trooper and local police training in domestic violence
- * Fund printing of the Council's child sexual assault curriculum
- * Inform programs of the Division of Family and Youth Services' philosophy of treatment for children who have been sexually abused
- * Services to violence prone youth
- * Administrative members of the Council to work for better cooperation within their departments and to better coordinate services for mutual clients
- * Mental health crisis service in Kenai/Soldotna

* Legal options for victims on the Kenai Peninsula.

Positive coordination models in Juneau (the Youth Network), Valdez, Nome and Homer were also discussed.

3. Staffing and Budget.

The Council has maintained a full time Executive Director, Program Coordinator and Secretary throughout 1984 and added one half time Data Entry Clerk in July, 1984.

In FY84, the Council expended the following:

Personnel for the Council Office	\$ 164,500
Travel to fund program evaluations, and Council Meetings (seven Council members and staff)	19,200
Contractual Services to fund basic telephone, printing, word processing and copying, etc.	28,600
Supplies and Materials to purchase Council office supplies and films and domestic violence and sexual assault pamphlets for distribution	2,800
Grants to community based programs	\$3,917,300

4. Capital Grants.

In 1984, the Council reassumed administration of the state contract for \$1,100,000 to build a new shelter in Juneau. The money had been originally appropriated through the Council in 1981 and transferred to the Department of Community and Regional Affairs to administer. The Council reassumed administration of the grant because it felt that capital construction was tied closely to program operations, and it was more accountable to have capital and operating grants administered by the same agency. In FY85, the Legislature appropriated an additional \$200,000 for the shelter. One hundred thousand passed through the Council and \$100,000 through the City and Borough of Juneau. Completion of the Juneau shelter is projected for March, 1985.

In FY85, the Council received and administered three other capital projects. Abused Women's Aid In Crisis, Anchorage received \$82,000 for equipment and building security features. Women In Crisis-Counseling and Assistance, Fairbanks received \$60,000 to retrofit the shelter and \$205,000 for a facility addition.

5. Develop educational materials on the cause, prevention and treatment of domestic violence and sexual assault.

The Council developed a sexual assault curriculum for K-6 and 7-12 in 1983. The curriculum consists of a manual "Preventing Sexual Abuse of Children" and two video tapes "Aware not Afraid" and "It's OK to Say No". Because of lack of funds, the manual and tapes have been printed in limited quantity. Beginning in January 1984, manuals were distributed to each school system, Council funded programs and to any person in Alaska requesting copies. Copies of the tapes were made by the Department of Public Safety Media Center or the State Film Library.

The Council made its film library available, upon request, to any agency in Alaska and distributed pamphlets and other information.

6. Data System.

The Council developed and implemented a statewide data collection system for its funded programs in July 1982. See Program Data on page 20.

The Council has taken steps to accurately explain and use the information provided by its data. The instructions for collecting data have been revised to alleviate inconsistencies. The half-time Data Processing Clerk reviews and corrects forms and compiles data statewide. The Council has explored computer and software systems available. When the appropriate equipment and software is operational, the Council office will be able to compile data from forms filled out by programs.

7. Regulations.

In September 1984, Program Standards Regulations became effective. Council funded programs have two years to comply with these program standards.

Already in place, since 1983, were Grant Regulations which describe the required application and review process and grant management requirements.

8. Evaluations and Audits.

The Council staff monitored all funded programs through written quarterly fiscal and narrative reports. On-site comprehensive program evaluations were conducted for 18 programs in 1984.

Evaluations of programs funded by the Council were conducted by the Program Coordinator or the Executive Director and averaged 2 1/2 days per program. Each evaluation included interviews with program staff, relevant community agencies, program volunteers, clients and the