

ALASKA

LEGISLATURE

COMMITTEE

FILES

1991-1992

8672

7269

HOUSE STATE

AFFAIRS

Section 7. AS 18.56.052 states the highest level of the executive director of the Alaska Housing Finance Corporation may be is a range 24.

[Current: 28K, \$130,971 Salary=\$33,492 Benefits=\$164,463]

Section 8. AS 18.65.220(5) says that the salary of the administrator of the Police Standards Council may not exceed the level of a range 22.

[Current: 23J, \$73,861 Salary=\$26,419 Benefits=\$100,280]

Section 9. AS 18.66.050(1) handles the executive director of the Alaska Domestic Violence & Sexual Assault Council; places the highest level at a range 22.

[Current: 24A, \$64,058 Salary=\$24,074 Benefits=\$88,132]

Section 10. AS 18.80.060(a)(1) is concerning the Alaska Human Rights Commission and states that their highest level will be a range 23.

[Current: 26D, \$78,901 Salary=\$23,679 Benefits=\$102,581]

Section 11. AS 33.16.080 states the executive director of the State Board of Parole's maximum salary will not exceed a range 20.

[Current: 23M, \$82,492 Salary=\$26,636 Benefits=\$109,128]

Section 12. AS 37.17.080 allows for the board of directors of the Science and Technology Foundation to determine the salary, but is amended to say that it will not exceed a range 24.

[Current: 28, \$112,360 Salary=\$29,976=\$142,337]

Section 13. AS 42.05.121(a) handles the Alaska Utilities Commission and sets the maximum salary limit at a range 23.

[Current: 26B, \$73,596 Salary=\$22,764 Benefits=\$96,361]

Section 14. AS 44.19.175(1) sets the maximum limit of Alaska's Women's Commission's executive director at a range 21.

[Current: No Budget Allowance for FY 1992]

Section 15. AS 44.19.525(5) concerns itself with the Alaska Commission of Children & Youth, and placing the limit of a range 20 on the executive director.

[Current: Not Budget Allowance for FY 1992]

Section 16. AS 44.21.230(a)(4) places the maximum of a range 23 for the executive director of the Older Alaskans Commission.

[Current: 26E, \$91,862 Salary=\$26,433 Benefits=\$108,296]

Section 17. AS 44.21.268(a)(2) sets a range 23 limit for the director of the Alaska Broadcasting Commission.

[Current: 26K, \$91,287 Salary+\$28,469 Benefits= \$119,756]

Section 18. AS 44.27.052 adds a new subsection that states that the executive director may not exceed a range 21 for the State Council of Arts.

[Current: 23J, \$73,861 Salary+\$22,548 Benefits= \$96,410]

Section 19. AS 44.33.710 reflects the change concerning the Alaska Tourism Marketing Council's executive director, and places a limit of a range 22.

[Current: 24B, \$66,402 Salary+\$21,394 Benefits=\$87,796]

Section 20. AS 44.83.045(c) states that the salary of the executive director of the Alaska Energy Authority will not exceed a range 25.

[Current: 28D, \$80,772 Salary+\$28,938 Benefits= \$109,700]

Section 21. AS 46.03.360(b) places a limit of a range 20 for the director of the Storage Tank Assistance Board.

[Current: 21C, \$55,969 Salary+\$19,418 Benefits=\$75,387]

Section 22. AS 47.07.190 states that the executive director of the Medicaid Rate Advisory Board's salary will not exceed a range 22.

[Current: 25F, \$81,862 Salary+\$25,263=\$107,125]

Section 23. AS 47.10.400(f) relates to the Program Coordinator of the Citizens' Permanency Planning Commission, and their salary not exceeding a range 20.

[Current: Unknown]

Section 24. AS 47.30.026(b) reduces the salary of the chief executive officer of the Mental Health Board from a range 26 to a range 23.

[Current: 26C, \$76,091 Salary+\$23,125 Benefits=\$99,216]

Section 25. AS 47.30.664(b) states that the administrator of the Mental Health Board will not exceed a range 21 under current law.

[Current: 22A, \$55,969 Salary+\$19,216=\$75,185]

Section 26. AS 47.30.664(b) relates the same things as Section 25 and is further amended by the effective date clause as stated in *ch. 66, SLA 1991.*, if it is accepted into law.

Section 27. AS 47.80.070(b) places the maximum salary of the executive director of the Governor's Council for the Handicapped and Gifted to not exceed a range 21. This will only happen if *ch. 66, SLA 1991* is accepted into law. (NOTE: The reason why it is before the section on current law, is that the Alaska Mental Health Trust Authority would put the amended version before (12). If adopted.)

[Current: 22C, \$59,850 Salary+\$20,823 Benefits=\$80,673]

Section 28. AS 47.80.090(12) says that the salary of the head of the agency, the Governor's Council for the Handicapped and Gifted, may not exceed a range 21, under the current law.

[Current: 22C, \$59,850 Salary+\$20,823 Benefits= \$80,673]

Section 29. Makes this proposed legislation effective once said contracts are up. Currently there are directors who have contracts that are for three years; this would be the second of the three year term, therefore once this is passed, the salary change would not take effect for one more year, the duration of the contract.

Section 30. Relates to Sections 24, 26, and 27 and making the effective date of *ch. 66, SLA 1991, The Alaska Mental Health Trust Authority* and it becoming effective once the "entry of the final order dismissing *Weiss v. State of Alaska, 4FA-82-2208 Civil*, and the expiration of any time for appeal."



Official Business

Alaska State Legislature

HOUSE OF REPRESENTATIVES

Kevin "Pat" Parnell

465-2647

Room 128

State Capitol
Juneau, AK 99801-1182

SPONSOR STATEMENT FOR HOUSE BILL 459

House Bill 459 would reduce the salaries paid to the executive directors of 21 state boards and commissions. The bill would place different levels of ceilings of pay for 27 boards and commissions, with the highest pay being that of \$65,352. Once implemented, this bill will save Alaska an estimated quarter of a million dollars annually.

Currently, Alaska has more than 130 boards, councils, and commissions, with approximately 40 full-time salaried executive directors. The average executive director salary, including benefits, is close to \$90,000 annually. In some cases, there are those who top \$120,000.

HB 459 will reduce salaries up to 20 percent, with the highest range positions experiencing the greatest reduction. The normal procedure for hiring an executive director is to offer a contract, with it being set for a specific time. Those persons with an employment contract currently in effect with the state will not be impacted until that contract expires.

This bill will not effect the Step process. Therefore, if someone who is a Range 26, Step E, they would be reduced to a Range 23, Step E under this legislation. The bill is not to punish the directors for their time of service, but to make the salaries within the state government more in line with the private sector.

I would appreciate your support in passing this bill out of the House State Affairs Committee.

Committees: Judiciary, Labor & Commerce, Military & Veterans Affairs
Finance & Government Administration

SPONSOR STATEMENT

10831 Trails End
Anchorage, Alaska 99516

February 28, 1992

Honorable Kevin "Pat" Parnell
Alaska State House
P.O. Box V
Juneau, Alaska 99811

Dear Rep. Parnell:

This letter responds to your letter of February 25, 1992 concerning your House Bill 459. I specifically address Section 13 regarding the Alaska Public Utilities Commission, since that is my area of expertise.

AS 42.05.121(a) entitled "Employment of commission personnel." provides that: The commission may employ an executive director who shall have had at least five years of experience in public utility management or regulation, law, accounting, engineering, or an allied field. The executive director is responsible for directing the administrative functions of the commission and carrying out the policies as set by the commission. The commission may employ engineers, hearing officers, administrative law judges... experts, clerks, accountants and other agents and assistants it considers necessary....

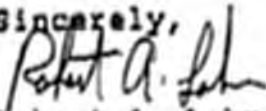
The Commission has a total of 40 employees. My experience is that the executive director's position is an extremely challenging one, requiring a high degree of sophistication and dedication to ensure that positions taken by staff support the policies of the APUC in carrying out its statutory mandate. Although a deputy director position has been funded in the past at Range 23, the commission eliminated that position to reduce personnel costs in FY91. Most of the duties of this position fell onto the executive director as "other duties". The position is definitely not overpaid at Range 26.

During the most recent recruitment for this position the vacancy existed for five months. At least one of the applicants of interest to the Commission declined to accept the position because of the reduction in his salary which would have occurred. In accepting the position I took a cut in annual pay in excess of \$10,000, because I believe in the concept of public service.

I believe that Section 13 of your bill, which would limit the Commission to paying the executive director at Range 23, would have made this recruitment far more difficult than it already was. For one thing, I would not have accepted the position at that rate. It would have placed the director below the pay grade of several of his subordinates. While long-time state employees may be paid more than their more recently hired supervisors, they are rarely paid at a higher grade.

Letter to Representative Pat Parnell,
February 26, 1992
Page 2.

Please let me know if there are other questions I might be able to answer.

Sincerely,

Robert A. Lohr



Alaska Energy Authority

A Public Corporation

February 28, 1992

The Honorable Kevin "Pat" Parnell
Representative, Alaska State Legislature
P.O. Box V
Juneau, Alaska 99811

Re: Your letter of February 25, 1992

Dear Representative Parnell:

Thank you for offering me the opportunity to comment on House Bill 459 which proposes a reduction in the salaries of executive directors of certain boards and commissions within state government. While this bill encompasses many different executive directors' positions that have a wide variety of duties and levels of responsibility, I will only direct my comments to the section of the bill which pertains to the Executive Director position at the Alaska Energy Authority.

Duties and Responsibilities of the Alaska Energy Authority's Executive Director:

As Executive Director, I am the chief executive officer of the Energy Authority responsible for supervising and controlling all affairs of the agency as directed by the Board of Directors. The Energy Authority is responsible for building and securing financing for capital projects and operating and maintaining electric power generation and transmission systems throughout the state in order to obtain low cost power for the residents of Alaska. These projects range from waste heat recapture systems in small Alaskan villages to the Bradley Lake Hydroelectric Project, the largest construction project ever undertaken by the State of Alaska (now in the operating stage). The Energy Authority is the only organization with a sole commitment to the energy needs of Alaska.

As Executive Director, I am responsible for this exempt public corporation with capital and operating budgets totalling over \$35 million, fixed assets totalling over \$900 million, and a staff of 75 employees (including senior-level electrical engineers, civil engineers, mechanical engineers, accountants). In carrying out these responsibilities, I act as chief representative of the Energy Authority in its contacts with the Governor, state and federal agencies, utilities, the financial community, the legislature, communities, and the general public. This type of representation requires a technical energy background which includes high-level managerial experience and political knowledge and ability.

Background:

Prior to my accepting the position of Executive Director, the salary level for the previous three Executive Directors was established at a range 29. Dr. Robert E. LeResche, my immediate predecessor, had a final salary level of 29K (\$92,088 annually).

When I was selected for this position in April of 1991, the Energy Authority Board of Directors and I negotiated a salary level of range 28C (\$77,964 annually - salary). (Note: this was a voluntary reduction on my part from the previous incumbent's salary which resulted in an annual savings of \$14,124 to the State of Alaska).

As with the previous Energy Authority executive directors, there is no contract or bonus involved with my salary, my position is eligible for annual merit increases (if the Board of Directors so directs) and I receive the same benefits package as do all permanent-status Energy Authority employees (Group Health Coverage, Supplemental Benefits System, Public Employees Retirement System, Medicare, Unemployment, Worker's Compensation).

Comparable Compensation in Private Industry:

While not enough time was available for me to conduct a survey of salaries on general managers and chief executive officers of the various utilities within the State of Alaska, I believe that with further research, it would be found that many of their salaries reach \$100,000 to \$130,000.

The Matanuska Electric Association (MEA) conducted a salary survey in 1991, which did not include general manager positions, but did include high-level management positions that should be used as a comparison tool knowing that the general manager positions will, in most situations, be higher. The MEA surveyed five cooperatives, six additional utilities, sixteen businesses, and also included NRBCA's survey results from over 796 Rural Electrification systems throughout the United States. From this MEA survey, the following information assists in reviewing the proper salary level for a CEO of a utility:

<u>Position</u>	<u>Average</u>
Manager of Operations	\$76,715
Manager of Engineering Services	\$77,194
Manager of Administration	\$79,657
Distribution Engineer	\$65,682
System Improvements Engineer	\$63,065

Management Compensation in State Government (non-exempt) Positions:

For administrative reasons, the Energy Authority falls within the Department of Commerce and Economic Development. The Commissioner of this department, as with all commissioners, is a range/step 28B (currently = \$83,844 annually). This salary range is set by statute and commissioners are not eligible for annual merit increases.

Deputy Commissioners are hired at the same range (28) but they are eligible for merit increases (which means that deputy commissioners often end up with higher salaries than the commissioners).

If you proceed one step further down to director-level positions (which are under deputy commissioner positions), the majority of these positions are a range 26 (a few director positions are a range 24 if they have a limited number of staff reporting to them). The director positions are responsible for specific areas of the departments, for examples: one is responsible for all administrative services, one is responsible for the division of engineering and operations (DOT/PP), and another is responsible for information systems.

Compensation of Executive Director and Energy Authority Senior Management Staff:

HB 459 proposes to limit the salary of the Energy Authority's Executive Director position to a range 25. Currently, the position is a range 28.

All of the directors at the Energy Authority are currently compensated at a range 25. These directors are responsible for specific projects or major areas of the Energy Authority (i.e. rural programs, accounting and administration, facilities operations and engineering, agency operations, and the Bradley Lake Hydroelectric Project). Each of these directors were competitively recruited for at a salary level required by the market for the education and experience backgrounds the positions require.

If the Executive Director position salary was lowered, a reduction of agency management staff salaries may accordingly be required. If so, the qualification requirements for all of the management positions within the agency would also be lowered to match the salary offerings and therefore make it difficult to employ individuals with the expertise necessary to effectively and efficiently manage an organization with the stringent commitment to the energy needs of the whole State.

Recommendations on Compensation for Alaska Energy Authority Executive Director:

Given the level of responsibility of the position of Executive Director for the Alaska Energy Authority, it is my sincere recommendation that AS 44.83.045(c) remain as it is presently established---that is, having the Energy Authority Board of Directors retain the right to establish the salary level as part of recruiting and negotiating for the most qualified candidates available. An Executive Director with many years of technical energy experience, managerial experience, financing experience, and experience in dealing with the legislative process will ultimately benefit the Energy Authority and the State of Alaska through the application of this knowledge and experience. But this type of Executive Director will also command a high salary level!

By leaving AS 44.83.045(c) as it is, it allows the Energy Authority Board of Directors the flexibility to manage and direct the hiring of the Executive Director in a manner that is appropriate to the current budget and project/program levels which change from time to time. At some point, it may be appropriate for the Board of Directors to lower the salary level even further, or to raise it once again to a higher level if the position demands it.

Again, I appreciate the opportunity to comment on HB 459; I urge you to reconsider setting a defined salary level in statute for the position of Executive Director of the Alaska Energy Authority.....one of the main reasons this position is exempt is to ensure that a highly qualified candidate can be retained by the Board of Directors. To do this, the Board must be allowed the flexibility to recruit at a salary level necessary to interest someone with this level of expertise.

Sincerely,



Charlie Bussell
Executive Director

WJA:CB

ALASKA MENTAL HEALTH BOARD

WALTER J. HICKEL, GOVERNOR
STATE OF ALASKA

431 N. Franklin St., Suite 101
Juneau, Alaska 99801
(907) 465-3071
FAX: (907) 465-3079

Representative Pat Parnell
Alaska State Legislature
House of Representatives
P.O. Box V
Juneau, Alaska 99811

February 27, 1992

Dear Representative Parnell,

Thank you for the opportunity to comment on House Bill 459, an Act that would reduce the salaries of executive directors of certain boards and commissions for the State of Alaska. Sections 25 and 26 pertain to my position as Executive Director of the Alaska Mental Health Board. The following comments reflect my position on the bill and not those of the Alaska Mental Health Board as they have not had an opportunity to take a position on this bill.

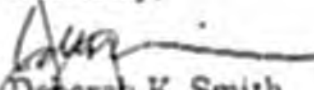
My position was created in 1988 after the passage of Chapter 48, SLA 87, as a result of the Mental Health Trust Lands litigation; litigation which, I might add, is still unresolved. The position was classified according to the applicable statutes, namely AS 39.25.150, (1) and (2). These statutes govern the classification and pay of partially exempt positions and place the function of determining the range of the position relative to the other positions within state government based on level of responsibility and breadth of job duties with the Division of Personnel, Department of Administration. Any attempt to circumvent this executive branch process through direct legislative intervention is, in my mind, inappropriate.

Since the determination of the range at which a position is classified is in the purview of the Division of Personnel, it is inappropriate for me to justify to the committee my level of compensation as a state employee.

I might note, for the record, that I would question the advisability of amending Chapter 66, SLA 91, while the parties to the litigation in the Mental Health Trust Lands lawsuit are still in the process of negotiating the settlement agreement and the court has yet to rule on the settlement.

If you have any questions regarding my position on this bill, please don't hesitate to contact me. Thank you for the opportunity to comment.

Sincerely,


Deborah K. Smith
Executive Director

cc: Alaska Mental Health Board

WALTER J. HICKEL, GOVERNOR

DEPARTMENT OF REVENUE

OFFICE OF THE COMMISSIONER

P.O. BOX 5
JUNEAU, ALASKA 99811-0100
PHONE (907) 465-2300
TELEFAX (907) 465-2389

February 27, 1992

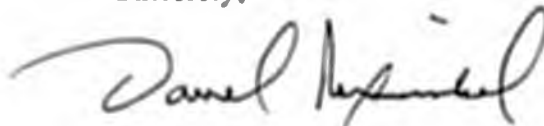
Honorable Pat Pamell
Alaska State Legislature
State Capitol Building, Rm. 128
Juneau, AK 99801

Dear Representative Pamell:

In his work on HB 459, your legislative aide Dan Garrett requested a copy of the Contract of Employment between the Alaska Science and Technology Foundation and Dr. John Sibert. Please find enclosed a copy of that contract.

The department looks forward to working with you on this legislation.

Sincerely,



Darrel J. Rexwinkel
Commissioner

Enclosure

cc: Dr. John Sibert, Alaska Science and Technology Foundation

DJR:inn

MEMORANDUM

State of Alaska

DEPARTMENT OF REVENUE

TO: Cindy Morgan
Personnel Officer
Department of Revenue

DATE: July 9, 1991

FILE NO: HPPTMM - 24

TELEPHONE NO: 465-2313

THRU:

SUBJECT: Science and
Technology
Employment
Contract

FROM: Tracy McGill, Director
Administrative Services Division
Department of Revenue

Attached for your files is a copy of the Contract of Employment between the Alaska Science and Technology Foundation and Dr. John W. Sibert.

I have reviewed the contract and contacted Paula Rasmus-Dede regarding the Board's authority to negotiate these terms. She informed me that she had obtained legal advice regarding the contract from Assistant Attorney General Marjorie Odland, and that Marjorie had suggested they model the contract on one that had been previously developed by another agency. Therefore, they used this contract which is based on one utilized by the Alaska State Housing Authority.

As we discussed previously, there is no method available to pay the automobile allowance as specified in the contract. Therefore, I have sent John Sibert a memo outlining the alternative methods available to process this compensation. A copy of the memo is attached. I have requested that he respond by July 19, 1991 and will advise you as soon as I receive his reply.

Thank you for your assistance in this matter.

cc: Carol Berg-

MEMORANDUM

State of Alaska

DEPARTMENT OF REVENUE

TO: Dr. John H. Sibert
Executive Director
Alaska Science & Technology Foundation

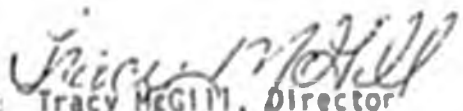
DATE: July 9, 1991

FILE NO: HPPTMM - 23

TELEPHONE NO: 465-2313

THRU: -

SUBJECT: Contract of
Employment


FROM: Tracy McGill, Director
Administrative Services Division
Department of Revenue

I have received and reviewed a copy of your new Contract of Employment with the Alaska Science and Technology Foundation for June 1, 1991 through June 30, 1994. The copy I have received is not a signed copy, however, I am assuming that it has been properly executed by the Board of Directors.

Clause four of the contract states that the Foundation will either furnish you with an automobile or pay you a monthly allowance of \$400.00. It is my understanding that you and the Foundation have mutually agreed to your receiving the monthly allowance. There is no provision in the State fiscal policy however to pay a vehicle allowance and the State cannot treat this payment as a reimbursement for travel expense without documentation substantiating the expenditure.

The alternative method for processing this compensation is to increase your monthly salary by \$400.00 on the actual payroll processing system. This would then reflect your current salary at a range 28K plus the \$400.00 additional compensation.

Please advise me by July 19, 1991 if this alternative is acceptable to the Board. Once I hear from you I will have the Personnel Section take any necessary action to implement your adjusted salary schedule.

If you have any questions regarding this matter or wish to discuss it with me, please give me a call.

February 28, 1992

Alaska State Legislature
House of Representatives
Juneau, Alaska 99801

Attn: Representative Kevin Parnell

Ref: House Bill # 459

Subject: Dr. John Sibert; Executive Director; ASTF

Dear Representative Parnell;

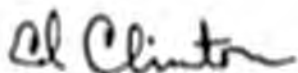
I am writing as the Chairman of the Alaska Science and Technology Foundation. In addition, I am certain that I speak for the other eight members of this Board when I request that Dr. Sibert, the Executive Director of the Alaska Science and Technology Foundation, be exempted from wage constraints contained in you proposed bill. Dr. Sibert was selected from more than three hundred applicants from across the United States. His unique blend of education and work experiences are absolutely essential to the operation of the Foundation. I am requesting this exemption for the following reasons.

1. Dr. Siberts qualifications are unique. (see attached resume). A doctorate in Chemistry, 8 years teaching at Yale; research experience at ARCO's facility in Plano, Tx.; administrative experience at The California Institute of Technology, all combine to imbue Dr Sibert with value to the Foundation and the State that should not be limited with broad brush legislation. By todays industry wage standards Dr. Sibert is under paid. People with his skills and background demand a very substantial salary in private industry.

2. The wages paid to Dr. Sibert do not impact the State's budget. His salary is paid solely from the interest earned from the ASTF endowment. The Foundation costs the State nothing and is beginning to bring new jobs to the State.

It is my sincere belief that should Dr. Sibert's salary be reduced by this legislation, He will resign and return to the private sector and that would truly be a lose to the State and the Foundation. I applaud your intent to reduce State spending and to directly face that unpleasant task but would ask you to look carefully at the effect this bill would have on a small but potentially important State Foundation.

Sincerely,



Ed Clinton, Chairman, ASTF

FEB-20 95 FAL 8:59 AM UNIT 9 TITL 8:00 MK 8 CI 8 TECH P.02

John W. Sibert, III
656 W. 7th Avenue, Suite 360
Anchorage, AK 98501-3566
(907) 872-4333

Experience

Alaska Science & Technology Foundation

6/89 - Present
Executive Director. Serves at the pleasure of and is responsible to the Board of Directors for the administrative activities of the Foundation, including the supervision of the support staff and management of facilities. These activities include overall responsibility for financial management, including a multimillion dollar grant-and-contract program, annual budget development, technical services, facilities, security matters, contract initiation and compliance, public service activities, personnel matters, the day-to-day operations of the Foundation and interactions with external agencies concerning these and related matters. Represents the Foundation to various local, statewide, and national organizations as appropriate, and as directed. The Executive Director assists the Board of Directors in the formulation, implementation, and administration of policy of the Foundation.

California Institute of Technology

1/86 - 8/89
Chemistry & Chemical Engineering Division Administrator. Managed staff, services, and facilities for a division of 400 people. Responsibilities included staffing, facilities planning and operation, grants and contracts administration, and division budgets. Supported broad range of academic and research programs.

Consultant

1/86 - Present
Consultant in areas of minerals and fuels processing, advanced energy storage devices, wastewater disposal and management, surface and groundwater pollution, and advanced materials.

Atlantic Richfield Company

5/84 - 1/86
Manager of Program Research
Managed catalysis research program and the Corporate Resources Technology Laboratory. Responsibilities included research and facilities planning, facilities operation, and budgeting. Coordinated intercompany research and funds and directed external research programs. Participated in business and development planning for major technology programs.

Manager of Exploratory Research

6/82 - 5/84
Directed, planned, and budgeted a variety of fundamental research programs; evaluated new technology and its impact on company business; transferred viable new technology to internal research and funded and directed external research. Research areas included materials science, biotechnology, chemical processes, resources exploration, and solid state devices.

Senior Technology Consultant

6/81 - 6/82
Evaluated and transferred new technology in synthesis, biotechnology, alternative energy sources and storage devices, resources exploration and processing and materials; funded and directed fundamental internal and external research programs; consulted on business impact of new technology with the ARCO Executive Committee and senior management and established the ARCO Technical Career Program.

John W. Silbert, III, continued

Atlantic Richfield Company, continued

Principal Research Chemist 2/78 - 6/81
Directed laboratory and field program in-situ extraction of uranium and information restoration; established a geochemistry laboratory for exploratory research and conducted on synfuels processing.

Yale University

Assistant Professor. 1/70 - 1/78
Conducted research on model systems for metalloenzymes, environmental impact of metals and mechanisms of redox reactions of organometallics. Supervised three doctoral and two masters' theses.

Ethyl Corporation

Project Leader In Homogeneous Catalysis. 6/64 - 9/66
Conducted research on CO insertion reactions, aromatic alkylation, and nitrile synthesis.

Education

University of California, San Diego
Ph.D., Inorganic Chemistry, 1/70

South Dakota School of Mines and Technology
M.S., Organic Synthesis, 6/64
B.S., Chemistry, 6/62

Professional Activities

Member, Board of Visitors, Department of Chemistry, University of Tennessee, 1982-1986
Member, Board of Advisors, Department of Chemistry, University of Texas, Dallas, 1984-1986
Adjunct Professor, University of Texas, Dallas, 1980-1986
Coordinator, American Chemical Society Pilot Program for Environmental Action, 1987-Present
Associate Editor, Bioinorganic Chemistry, Elsevier
Member, Task Force to Monitor Environmental Science and Technology
Member, Editorial Board, Chemosphere, Pergamon Press
Member, Editorial Board, In Situ, Elsevier
Consultant:

- Air and Water Pollution Subcommittee, U.S. Senate**
- Subcommittee on Consumer Protection and Finance, U.S. House of Representatives**
- "Connecticut Action Now," an environmental organization**
- County of Los Angeles, Department of Public Works**
- Matbu Township Council, Matbu, California**
- Emcol Inc., Woodland Hills, California**
- Masden Inc., Pasadena, California**
- Harding Larson Associates, Denver, Colorado**
- Society Memberships:**
 - American Chemical Society**
 - American Petroleum Institute**
 - American Association for the Advancement of Science**
 - Society of Petroleum Engineers**
- 17 Publications**
- 16 Patents**

Contract of Employment

The Alaska Science & Technology Foundation ("the Foundation") and Dr. John W. Sibert in consideration of the mutual promises of this Contract of Employment, contract and agree that the Foundation will retain Dr. John W. Sibert, as Executive Director of the Foundation, under the following conditions:

1. Dr. John W. Sibert will perform the duties of Executive Director of the Foundation, and will not undertake any other employment while this Contract of Employment is in effect without first obtaining the consent of the Board of Directors of the Foundation.

2. The Foundation will pay Dr. John W. Sibert ("the Executive Director") an annual salary within ranges of 28/29 of the salary range schedule established by the State of Alaska for employment within exempt state service.

3. The Foundation will review the Executive Director's performance annually as of June 1 of each year for the purpose of determining whether to change his annual base salary within ranges 28/29. The Foundation will have the sole discretion to change or not to change the Executive Director's compensation, including his annual base salary within Range 28/29, but will not reduce his annual base salary below that established for Range 28, Step K, in exempt state service while he is employed by the Foundation.

4. The Foundation will furnish the Executive Director the use of an automobile (1991 Ford Taurus Sedan) or, at the option of either party, will pay him a monthly allowance of \$400, instead of furnishing him an automobile.

5. *The Executive Director will be afforded the same health benefit plan, retirement plan, deferred compensation plan and life insurance plan options available to all other full-time permanent employees of the Foundation.*

6. *The Foundation will allow the Executive Director the same paid holidays allowed other Foundation employees each year under the Personnel Rules of the Foundation.*

7. *The Executive Director will earn and use personal leave as established under the Foundation's Personnel Rules; leave cashout will also be governed by the Personnel Rules.*

8. *This Contract of Employment will be effective as of June 1, 1991, and will expire June 30, 1994. Unless this Contract of Employment is terminated for malfeasance or willful misconduct as provided in paragraph 10, all its terms, and conditions will remain in effect until its expiration on June 30, 1994.*

9. *This Contract of Employment may be terminated by either party as of June 30, 1994, or afterward, without further recourse, upon 30-day notice.*

10. *The Foundation will have the right to terminate this Contract of Employment at any time if the Executive Director has engaged in malfeasance or willful misconduct in the performance of his duties as Executive Director. Malfeasance is defined herein as any wrongful or illegal conduct that affects, interrupts, or interferes with performance of official duties.*

11. *If the Foundation terminates this Contract of Employment before June 30, 1994, for any reason other than malfeasance or willful misconduct, the Foundation will pay the Executive Director an amount equal to twelve (12) months annual base salary at Range 28, Step K, as severance pay. The Executive Director*

will have no remedy for wrongful discharge other than severance pay, and his acceptance will be a waiver of any claim against the Foundation for wrongful discharge or for any other claim or cause of action.

12. The Bylaws, Personnel Rules, policies and procedures of the Foundation, as amended from time to time, will control the employment of the Executive Director except to the extent that the terms of this written Contract of Employment differs from the Personnel Rules, policies and procedures as applied to other permanent full-time employees of the Foundation.

13. No member of or delegate to Congress or Resident Commissioner shall be admitted to any share or part of this Agreement or to any benefit that may arise therefrom.

14. No member of the Foundation, nor officer, employee or agent of the Foundation other than the Executive Director, shall have any personal interest, direct or indirect, in this Agreement.

15. No member of the governing body of the Municipality of Anchorage nor other public official of the Municipality of Anchorage will have any personal interest, direct or indirect, in this Agreement.

16. The Foundation binds itself and its successors and assigns to the other party of this Agreement and to the executors and administrators of such other party, in respect to all covenants of this Agreement. Nothing herein shall be construed as creating any personal liability on the part of any board member of the Foundation nor shall it be construed as giving any rights or benefits hereunder to anyone other than the parties to this Agreement.

17. In the event any provisions of this Agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party as a waiver or a subsequent breach of the same by the other party.

18. This written Contract of Employment contains the entire agreement between the Foundation and Dr. John W. Sibert regarding his continued employment by the Foundation.

Alaska Science & Technology Foundation

Edward R. Clinton
Edward R. Clinton, Chairman

Date: 6-21-91

John W. Sibert
Dr. John W. Sibert, Executive Director

Date: 6/28/91

Performance Evaluation for John W. Sibert, III

The Board of Directors of the Alaska Science & Technology Foundation rates Dr. Sibert's performance for this evaluation period as outstanding. His management of the staff, his carrying out of the Foundation's mission and his relationship with the members of the Board are exemplary.

During this evaluation period, Dr. Sibert has continued to perform the numerous and complex duties described in the last performance evaluation. In addition, he has accomplished the following:

Received, reviewed, and evaluated 328 full proposals as well as 626 preproposals. He has met with applicants and prospective proposers to assist them in understanding the Foundation's goals and procedures.

Presented 21 workshops throughout the state. Met with representatives of economic and technical development efforts in every community to which staff or consultants travel. These outreach efforts have increased awareness and understanding of ASTF with the result that the quality of proposals submitted to the Foundation have improved, and linkages between ASTF and statewide assistance/resource networks have grown.

Implemented a "circuit rider" program of business consultants to assist ASTF outreach efforts and to assist grantees with business planning, marketing, and follow-on funding. Coordinated and supervised the services currently rendered to ASTF by three consultants on a part-time basis, consisting of up to 240 hours per month of assistance.

Brought nationally known consultants and financial resource people to Alaska, both in workshop settings and in one-on-one meetings with interested parties (open to all, not exclusive to ASTF applicants). Held a commercialization workshop for 12 grantees which consisted of intensive sessions over four days with a faculty of nine experts to provide assistance and direction in development of commercialization strategies and business plans. A second commercialization workshop for appropriate grantees is scheduled for next spring.

Created successful liaisons among the private sector, the university community, and government entities. Served as catalyst in bringing these groups together to address common goals. This effort has been successful at both individual project levels and industrywide levels.

In evaluating Dr. Sibert's expertise and accomplishments in the management of Foundation business and his mastery of relevant scientific and technical issues, the Board recommends a two-step increase in salary in recognition of his outstanding efforts on behalf of the Foundation.


Edward R. Clifton, Chairman of the Board

6-21-91
Date

STATE OF ALASKA

WALTER J. HICKEL, GOVERNOR

DEPARTMENT OF EDUCATION

OLYDOLT PLACE
801 WEST 10TH STREET, SUITE 200
JUNEAU, ALASKA 99801-1894

STATE BOARD OF EDUCATION

February 28, 1992

The Honorable Kevin "Pat" Parnell
Alaska State Legislature
P.O. Box V
Juneau, AK 99811

Dear Representative Parnell:

Thank you for informing me about HB 459 regarding compensation of executive directors of certain boards and commissions.

Under state law, members of the State Board of Education are eligible only for travel, per diem and other travel expenses (AS 14.07.085). There is no salary or other compensation.

The State Board of Education does not have an executive director. However, the Commissioner of Education serves as the ex-officio secretary of the Board per 4 AAC 03.010(c).

If I can provide further information, please write or call.

Sincerely,

Joe Montgomery
by JEB

Joe Montgomery
President
State Board of Education

STATE OF ALASKA
POSITION DESCRIPTION QUESTIONNAIRE

POSITION CONTROL NUMBER	
<u>05162</u>	
Permanent Office	<input type="checkbox"/>
Check One	<input type="checkbox"/>
Permanent Fulltime	<input type="checkbox"/>
Permanent Parttime	<input type="checkbox"/>
Seasonal	<input type="checkbox"/>

To the Employee:

This form is to obtain information on work being performed and will be used to place this job with others doing similar work. Your job will be evaluated primarily on the information provided in this form. It is very important to give a complete and accurate description of your work. Extra sheets of paper may be attached for any item where there is not enough room — be sure to show the Item Number on any attachments.

Complete items #1 through #25 as well as Employee Comments and Employee Certification. Items #28 and #29 if you supervise others, also complete items #26 and #27. Your Position Control Number will be filled in by the Personnel Office.

USE BLACK INK OR TYPE

1. Name (last, first, middle) <u>D'Arcy, Christine, D</u>	6. Department <u>Education</u>
2. Class/Title <u>Policy & Program Specialist II</u>	7. Division <u>Boards and Commissions</u>
3. Working Title if Different <u>Executive Director, St. Arts Cncl</u>	8. Section/Unit/Other <u></u>
4. Work Location <u>Anchorage</u>	9. Name and Title of Immediate Supervisor <u>E. Polley, Special Projects Manager</u>
5. Work Phone <u>279-1558</u>	10. Name and Title of Next Higher Supervisor <u></u>
11. Name and Title of Other Persons to Whom You Report or Who Give You Assignments <u>Robert Miller, Chair, Alaska State Council on the Arts</u>	

FOR CLASSIFICATION USE ONLY

Category	Group	Job Series	Loc Code		
Classification Title		Class Code	Range		
I	II	III	IV	V	VI
VII	VIII	IX	X	XI	Total Points
Analyst		Review Date	Effective Date		



1 March 1992

The Honorable Pat Parnell
Alaska State House
State Capitol
Juneau, Alaska 99801-1182

Dear Representative Parnell:

Re: House Bill 459

Thank you for advising me that you and Representative Phillips had introduced House Bill 459 which would reduce the salaries of executive directors of certain boards and commissions of the State of Alaska. The salary range of the executive director of the Alaska State Council on the Arts has been set at a range 23 since August, 1974.

When the Arts Council was administratively located within the Office of the Governor, the position was classified as a Policy and Program Specialist II, range 23. When the Council was moved from the Office of the Governor to the Department of Education in 1980, the class specifications were reviewed and a new class of Executive Director, Alaska State Council on the Arts, also range 23, was created.

The position description was again reviewed during the State's Personnel Study in the mid 1980's; again, no changes were recommended. I have enclosed the Personnel Description Questionnaire completed at that time.

The State Arts Council's Executive Director serves at the pleasure of the eleven members of the Council (appointed by the Governor). That position does not make use of an employment contract with the State. It is my feeling that the salary range that has been set is commensurate with the varied responsibilities of the position.

Illness prevented me from responding to your February letter any earlier. I am not sure that I will be able to participate in tomorrow's State Affairs Committee teleconference for the same reason. Please call me if you have any questions regarding the enclosed information.

Sincerely,

Christine D'Arcy
Executive Director

enclosures
CD:wg:30108

Alaska State Council on the Arts

411 West 4th Avenue, Suite 1E, Anchorage, Alaska 99501-2343 (907) 279-1668 Fax: (907) 279-4330

DUTIES/RESPONSIBILITIES

<p>12. Give the main purpose of your job. The Executive Director of the Alaska State Council on the Arts is responsible for the overall coordination of arts activities and funding for them in the state. The position involves taking appropriate action to actively promote the enhancement and enjoyment of the arts for all Alaskans, including budget preparation, program and policy development, recruitment and supervision of staff and expert panels and working with a statewide board.</p>	
<p>13. Regular Duties</p>	
<p>Percent of Time</p>	<p>35% I am responsible for the overall management of the financial and programmatic aspects of the Alaska State Council on the Arts in liaison with state and federal agencies. I supervise a staff of five which is involved in the details of the work we do. My primary responsibility is to work with the State Council on the Arts, a governor-appointed board of 11 from throughout the state, on the development of arts policies and programs.</p> <p>I assist local arts councils and organizations with the development of programs and assess their needs in order to formulate long range plans for the arts in the state. I conduct public hearing on the arts and give workshops and speeches to promote the arts in general.</p> <p>I serve as the primary spokesperson for the arts in Alaska and as a resource person for those involved in all art forms.</p>
<p>35%</p>	<p>As chief financial officer for the State Arts Council, with an operating and capital budget totaling \$ 5.7 million, I work with the assistance of one accounting technician. I review and approve all bills for the Council's administrative budget, work with staff projections of costs and prepare an annual budget for the agency. I translate program directions and policy decisions into costs and develop a financial plan for the agency. I supervise a grants officer who prepares grant applications for federal funding and approve both narrative and financial aspects of them. I work with CMB and other legislative staff on the portion (Attach extra sheets as needed)</p>
<p>14. Occasional Duties</p>	
<p>Percent of Time</p>	<p>*** Please note that my duties total more than 100%. My duties are more than can be accomplished in a 7.5 hour work day.</p> <p>15% I serve as an arts advocate with state government and encourage other agencies to incorporate the arts into their programs and to take the arts into consideration when developing new activities. For example, I am working with the Department of Natural Resources on the development of an artist in the parks program; with the Division of Tourism on the development of performing arts and tourism packages; with the Department of Administration on the development of better graphic standards and art in public buildings.</p>
<p>(Attach extra sheets as needed)</p>	

NOTE: Be sure the percentages of regular and occasional duties together total 100%.

15. List any machines, tools, or equipment used in your work and show time spent using each. Vehicles, hand or power tools, office equipment, Visual Display Terminals, laboratory instruments and similar things should be listed. See instructions on page 2 to figure percentages. Total of percentages generally equals less than 100%.

Percent of Time	Machine, Tool, Equipment	Percent of Time	Machine, Tool, Equipment
35%	Wang OIS, IBM electronic	10%	calculator
5%	carousel slide projector	1%	video recording equipment
1%	tape recorder		

Because there is only one clerical staff member of the Council staff, all staff members do some typing.

If your work requires typing or shorthand, show the percent of time spent on the following:

- Typing from machine dictation: _____% Using a word processor: _____%
 Taking shorthand dictation and transcribing notes: _____%

16. List the procedures, laws, rules, standards, codes or other guides you use in performing your work. Examples are procedure manuals, trade practices, building codes, state laws, and engineering standards.

Alaska Administrative Code, State Arts Council regulations, federal grant guidelines published by the National Endowment for the Arts, published guidelines issued by the Alaska State Council on the Arts, State of Alaska Contract Award Manual, Department of Education Procurement Manual.

17. Do you have any responsibility for deciding what procedures, laws, rules, etc. are to be followed in your work or the work of others? Little or none Some A great deal Please explain.

Yes, a great deal. I determine how the State Council operates within the framework of state government. I draft and issue regulations for public comment and draft grant guidelines for use throughout the state.

18. Give examples of recommendations you make related to your work.

I make recommendations to the State Arts Council regarding all grant programs, budget developments and policy issues. I make recommendations to the Department of Education regarding departmental operating procedures. I make recommendations to other state agencies and the Office of the Governor regarding how the arts can be more integrated with other areas of concern.

19. What work actions or decisions do you make without prior approval?

I make most of my decisions with the general consent of the Council. I make almost all day to day decisions on my own, and approve those actions taken by my staff. I seek guidance, not supervision from my board and others involved in the Department of Education.

20. Give examples of when you ask your supervisor for advice or guidance.

Contract disputes, some Legislative problems, regulation approval, programs which involve the Department of Education Commissioner's Office and other departments.



13. Regular Duties (continued)

of the Department of Education budget involving the Arts Council and other direct requests for legislative funding for Alaskan arts groups. I advocate for increased direct federal funding for Alaskan arts groups and write roughly four to five letters of recommendation a week for both individuals and agencies seeking funds from the National Endowment for the Arts and other sources.

204 - I supervise the five current staff members at the State Arts Council and serve as the personnel officer for the office. This includes meeting with individual staff members to discuss their work performances and duties and to listen to complaints. It involves completing all necessary personnel evaluation forms and other paperwork. I train all new employees with regard to their jobs and new duties. It is my responsibility to try to make all employees work to their full potential in a congenial atmosphere and to mediate disputes between employees and employees and Council grantees.

104 I am the representative of the arts in the state and serve as the liaison between the arts of Alaska and the legislature, our Congressional delegation and the field. I attend at least one arts event or meeting a day and am available to meet with arts people or those interested in the arts in our office in Anchorage. We answer roughly fifteen letters of inquiry a day and mail out printed information to those requesting. Approximately five of those inquiries are dictated personally by me and typed and mailed by my secretary.

I represent Alaska on the Board of Directors of the Western States Arts Foundation, a 12 state affiliation of western state arts agencies. I work with that board and organization on the planning and development of regional arts policies and programs and promote the work of Alaskan artists and arts groups outside the state through public presentations, slide lectures, personal contacts, etc. I also advocate for the involvement of Alaskan artists in programs undertaken by agencies outside of Alaska, i.e. museums, concert series, etc.

21. List the contacts you have with people and organizations as a regular part of your work and show the purpose of the contact and how often (several times a day, weekly, occasionally, and so on). Do not list supervisors, co-workers or subordinates.

INSIDE STATE GOVERNMENT

Title of Persons or Organizations	Purpose	How Often
Department of Education	contract approvals/	4 month
Alaska State Museum	exhibit/program development	4 month
University of Alaska	public art projects/arts advocacy	2 week
Other departments	cooperative projects	1 week

OUTSIDE STATE GOVERNMENT

Title of Persons or Organizations	Purpose	How Often
Federal agencies: NEA	information	2 month
Arts organizations/artists	* + needs assessment/planning	5 day
Advocacy groups: Arts Alliance	information/sharing	2 week

22. Are the contacts difficult? Explain.

Advocating for the arts can be difficult when dealing with groups of people who feel that the arts are a frill and a non-essential service. Verbal abuse can be common.

23. Indicate the physical effort required in your job by checking as many of the following that apply. Show how often as daily, 2 to 3 times a week, 1 to 2 times a month, etc.

	How Often		How Often
<input checked="" type="checkbox"/> Mostly sitting, with some walking, standing, bending or stooping, or carrying of light objects.	daily	<input type="checkbox"/> Climbing ropes or poles	_____
<input type="checkbox"/> Standing or walking for long periods.	_____	<input checked="" type="checkbox"/> Lifting objects up to 20 pounds	occasionally
<input type="checkbox"/> Repeated bending, crouching, stooping, twisting or crawling.	_____	50 pounds	_____
<input checked="" type="checkbox"/> Fine or rapid movement of fingers, hands, arms or legs.	daily	100 pounds	_____
<input type="checkbox"/> Running, chasing or jumping.	_____	Over 100 pounds	_____
<input type="checkbox"/> Other Describe _____	_____	<input checked="" type="checkbox"/> Grappling or fighting with others.	verbally
		<input type="checkbox"/> Climbing ladders or scaffolding	_____

24. Indicate the type of working conditions encountered in your job by completing as many of the following that apply.

	How Often		How Often
<input checked="" type="checkbox"/> Typical office or similar setting which is adequately lighted, heated and ventilated.	daily	<input type="checkbox"/> Conditions where very dangerous odors are present.	_____
<input type="checkbox"/> Conditions which are moderately dry, noisy or dusty.	_____	<input type="checkbox"/> Conditions which involve exposure to cold, heat, dampness, rain or snow.	_____
<input type="checkbox"/> Conditions which are very dry, noisy or dusty and require use of protective clothing or equipment.	_____	<input type="checkbox"/> Conditions which involve exposure to extremes of cold or heat for long periods.	_____
<input checked="" type="checkbox"/> Other Describe <u>Frequent travel within Alaska; attendance at weekend/evening mtgs</u>	_____	<input type="checkbox"/> Operation of a vehicle, machine or piece of equipment for long periods.	_____

25. Indicate below the kinds of hazards encountered in your job and how often.

	How Often		How Often
<input checked="" type="checkbox"/> No significant hazards.	_____	<input type="checkbox"/> Work with dangerous machinery or equipment, or operate tools which could easily harm or injure, or handle hazardous materials.	_____
<input type="checkbox"/> Wear hard hats, safety shoes, goggles or similar protective clothing.	_____	<input type="checkbox"/> Work with explosives or radio, power tools, or of great height, flying fire, or subject to physical attack.	_____
<input type="checkbox"/> Other Describe <u>hazards associated with travel in small airplanes</u>	_____		_____

26. SUPERVISORY RESPONSIBILITIES (Complete only if you supervise others)

List the employees you directly supervise. Do not list employees supervised by your subordinate supervisors.
 NOTE: Information in Items #26 and #27 will be used to determine bargaining unit assignments.

Position Control Number	Location	Title	Name
05-1882	Anchorage	Fine Arts Administrator	James Kuisper
05-1684	Anchorage	Fine Arts Administrator	Janice S. Jones
05-1685	Anchorage	Accounting Technician II	Janice Brinck
05-1686	Anchorage	Grants Administrator	G. Jean Palmer
05-1687	Anchorage	Secretary I	Etta P. Williams

Number supervised directly: 5
 Number supervised through subordinate supervisors: + 0
 Total = 5

27. Complete the following only if the position described in this questionnaire supervises others. List all position(s) which you supervise and rate your Level of Authority. Positions for which you have the identical Level of Authority should be grouped together. The total positions shown should equal the total in Item #26.

LEVEL OF AUTHORITY				LEVEL OF AUTHORITY				LEVEL OF AUTHORITY			
Position Control Number	1	2	3	Position Control Number	1	2	3	Position Control Number	1	2	3
05-1682				05-1688							
05-1684											
05-1685											
05-1686											
Appoint			●	Appoint			●	Appoint			●
Promote			●	Promote			●	Promote			●
Transfer			●	Transfer			●	Transfer			●
Terminate			●	Terminate			●	Terminate			●
Discharge			●	Discharge			●	Discharge			●
Settle Grievances			●	Settle Grievances			●	Settle Grievances			●
Approve leave			●	Approve leave			●	Approve leave			●
Compare performance evaluation			●	Compare performance evaluation			●	Compare performance evaluation			●
Assign & check work			●	Assign & check work			●	Assign & check work			●
Instructions			●	Instructions			●	Instructions			●
Set priorities & work schedules			●	Set priorities & work schedules			●	Set priorities & work schedules			●
Plan budget & work			●	Plan budget & work			●	Plan budget & work			●

DEFINITIONS:

Recommend: Make a specific suggestion to your supervisor — your supervisor decides and takes necessary action. **Prior Approval/Inform Supervisor:** Get your supervisor's approval and take action OR take action and inform your supervisor of what has been done. **Appoint:** Select an employee for a vacant position. **Promote:** Move one employee you supervise to another vacant position at a higher range which you also supervise. **Transfer:** Move an employee from one position you supervise to another position at the same salary range. **Terminate:** Place an employee in non pay, non duty status for one or more hours. **Discharge:** Dismiss an employee for cause. **Settle Grievances:** Hear and resolve formal complaints.

28. EMPLOYEE'S COMMENTS

Indicate any other factors or aspects of your job not covered above that should be considered in evaluating your position

29. EMPLOYEE CERTIFICATION

I certify that the above statements and responses are accurate and complete to the best of my knowledge.

Signed: Christine Doring

Date: 11-15-84

TO BE COMPLETED BY THE SUPERVISOR

Instructions: Review Items #1 through #29 to make certain that they are accurate and complete. Items #26 and #27 will be used for bargaining unit determinations.

Fill out Items #30 through #35. Do not change employee's statements but be sure to note any additions or exceptions in Supervisor's Comments, Item #34. Add extra sheets of paper if you need more room to write — note Item Number on any attachments

30. What is the most important service or product you expect of the position described in this questionnaire? Explain.

31. Does the position described in this questionnaire have authority to commit the organization, or any parts thereof, to a course of action? No Yes Explain if "Yes."

32. List the titles, names and Position Control Numbers of other employees under your direct supervision that have the same duties and responsibilities as this position:

<u>Title</u>	<u>Position Control Number</u>	<u>Name</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

33. List what you consider to be the MINIMUM education, experience and/or specialized training required to be hired for this job:

- A. Education (see major area of study):
- B. Length and type of experience:
- C. Special licenses, registration or certification:
- D. Machine skills (include typewriter and typing speed, adding machine, word processor, key punch, etc.):



Board of Storage Tank Assistance

P.O. BOX 'O'
JUNEAU, AK
99811-1800
(907) 465-2110

Walter J. Hickel, Governor

February 21, 1992

Representative Kevin Parnell
Room 128, State Capitol
Juneau, Alaska 99801-1182

Dear Representative,

I appreciate you informing the Board of Storage Tank Assistance of your intent to introduce new legislation to reduce the salaries of certain Boards and Commissions and their respective directors in Alaska. I have forwarded your letter to the seven members of the Board I represent.

I would like to advise you that members of the Board of Storage Tank Assistance serve without compensation. They have an Executive Director which serves as their only employee. That position is full-time, partially exempt, administratively housed within the Department of Environmental Conservation and is paid at a range 21. I hold that position at this time and have held that position since February 1991.

The legislation you have introduced proposes reducing my salary from a range 21 to a range 20. Range 20 positions are normally positions that operate under the direct supervision of a section chief or higher position. I work without direct supervision, only by direction from the Board. Based upon the tasks I undertake and the issues I am involved in, a range 21 is appropriate. I believe I am presently already one of the lowest paid Executive Directors for a state Board or Commission.

This position is actively involved with how state dollars are expended, in the form of grants and loans to underground petroleum storage tank owners and operators. The program of which I am part involves over 4,000 underground storage tanks and is presently responsible for financial assistance requests for FY 93 that total in excess of \$30 million. This position is a highly influential position that ensures that the legislative intent and purpose is met with regard to financial, technical and educational assistance for the regulated community. Reducing the salary of this position from a range 21 to a range 20 eliminates the relative authority this position presently holds over the Alaska Department of Environmental Conservation program managers. It would be very difficult for this position to provide the proper guidance to the state underground storage tank program if that authority was nullified.

The tasks assigned to the Board of Storage Tank Assistance would be extremely difficult to complete without an experienced and dedicated Executive Director that had both the skills and knowledge to undertake those duties. Reducing the salary of this position will only reduce the relative significance as well as the quality of future Executive Directors.

Sincerely Yours,

John C. Barnett

Board of Storage Tank Assistance, Executive Director

STATE OF ALASKA

WALTER J. NICKEL, GOVERNOR

HUMAN RIGHTS COMMISSION

HEADQUARTERS
800 A STREET, SUITE 202
ANCHORAGE, ALASKA 99501-3638
PHONE (907) 276-7414

February 28, 1992

The Honorable Pat Parnell
Alaska State Legislature
Room 128
State Capitol
Juneau, AK 99801-1182

Dear Representative Parnell:

I appreciate your meeting with Commissioner Hurley and me to discuss House Bill 459. In addition, the Executive Director has shared your letter to her regarding the bill. I am taking this opportunity to provide you with the Commission's position in writing and to respond on behalf of Executive Director Haley.

I discussed this with the full Commission at our meeting here in Juneau on Thursday, February 27. The Commission unanimously agreed that the Director of the Alaska State Commission for Human Rights has duties which require qualifications at least equal to, if not greater than, those of directors of divisions in major departments. In fact many agree with my belief that many of this Director's duties are commensurate with those of a Commissioner heading a department of state government.

The Director heads an agency which deals directly with those in charge of federal, state, and local agencies in the field of human rights. She is responsible for budget, administrative functions, and direction of personnel. She is the spokesperson for the Commission and responsible for numerous media contacts and appearances. She is also responsible for the administrative support of a board whose members reside from Barrow to Klawock.

In addition to general management experience, this Director must be experienced in legal analysis and familiar with the complexities of civil rights law. Unlike many boards and commissions which are advisory, the Human Rights Commission is a quasi-judicial body. As such, the Commission requires of its Director not only knowledge of the law, but skills in maintaining necessary confidentiality and separation of investigative duties from the adjudicative function of the Commission itself.

February 28, 1992

House Bill 459 proposes to reduce the Executive Director's salary be three ranges. This would not only result in a dramatic decrease to the present Director's salary, but would make it extremely difficult, if not impossible, to recruit qualified people for this important law enforcement agency.

The Commission recommends that the Alaska State Commission on Human Rights be eliminated from the provisions of House Bill 459.

Sincerely,


Esther Wunnicke
Chairperson



Board of Storage Tank Assistance

Walter J. Hickel, Governor

P.O. BOX 107
JUNEAU, AK
99811-1800
(907) 465-3110

February 28, 1992

House State Affairs Committee
Room 102, State Capitol
Juneau, Alaska 99801-1182

Subject: House Bill 459

Dear Mr. Chairman, members of the committee,


I am opposed to HB459. I am the Executive Director of the Board of Storage Tank Assistance. I am their only employee. The position is full-time, partially exempt, administratively housed within the Department of Environmental Conservation and is paid at a range 21. House Bill 459 proposes reducing my salary from a range 21 to a range 20. Range 20 positions are normally positions that operate under the direct supervision of a section chief or higher position. I work without direct supervision, only by direction from the Board of Storage Tank Assistance. In addition, as this position is partially exempt, I am not protected by union contracts.

My position is actively involved with how state dollars are expended, in the form of grants and loans to underground petroleum storage tank owners and operators. The program of which I am part involves over 4,000 underground storage tanks and is presently responsible for financial assistance requests for FY 93 that total in excess of \$30 million. This position is a highly influential position that ensures that the legislative intent and purpose is met with regard to financial, technical and educational assistance for the regulated community. Reducing the salary of this position from a range 21 to a range 20 eliminates the relative authority this position presently holds over the Alaska Department of Environmental Conservation program managers. It would be very difficult for this position to provide the proper guidance to the state underground storage tank program if that authority was nullified.

Currently there are only 4 directors of Boards and Commissions that are paid at a range 21. Sixteen directors, administrators and executive directors are paid at a range 22 to range 24, with 5 more paid at range 25, range 26 or higher. These positions are all highly effective, significant, as well as vulnerable positions that are necessary to protect the interests of the state. Reducing a position from a range 26 to a range 25 does not seriously impact the effectiveness of the position. However, reducing director level positions below a range 21 puts them on the same level as program managers within the departments. Program managers work under supervision and are not required to undertake their duties independently. Reducing any director position below range 21 eliminates considerable incentive for skilled persons to assume those positions. I am strongly opposed to any legislation that takes away the relative significance and importance of these directorships. Reducing a director position from range 21 to range 20 will only serve to reduce the effectiveness of the affected position.

The tasks assigned to the Board of Storage Tank Assistance would be extremely difficult to complete without an experienced and dedicated Executive Director that had both the skills and knowledge to undertake those duties. Based upon the tasks I undertake and the issues I am involved in, a range 21 is appropriate. Reducing the salary of this position and other directors presently at range 21 will only reduce the relative significance as well as the quality of future Directors and Executive Directors of Alaska's Board's and Commission's.

Sincerely Yours,



John C. Barnett

Board of Storage Tank Assistance, Executive Director

JCB:jcb

cc: Robert Gillan, Board Chairman
Representative Kevin Parnell

STATE OF ALASKA

Class Specification

**EXECUTIVE DIRECTOR,
BOARD OF STORAGE TANK ASSISTANCE**

8357-21

Definition:

Under the general direction of the Board of Storage Tank Assistance, provides and supervises staff support to meet the Board's goals and responsibilities as required by AS 46.03.360. Performs as liaison between the Board, the regulated community, and the Department of Environmental Conservation.

Distinguishing Characteristics:

This single position job class is distinguished from other positions established as Executive Directors by the responsibility to serve the Board of Storage Tank Assistance in executing its responsibility to provide for the containment and clean-up of leaking underground storage tanks.

Examples of Work:

Administers and supervises functions to support the activities of the Board regarding matters related to underground motor fuel and petroleum storage tank systems.

Develops, drafts and recommends to the Board new legislation governing underground storage tank systems. Makes formal recommendations to the Board regarding modification of existing statutes.

Testifies before the legislature regarding proposed legislation and/or any issues relating to storage tank assistance program implementation.

Provides technical assistance to the Board in determining eligible costs to liable parties for tightness testing, site assessment, risk assessment, containment, corrective action, clean-up upgrading, closure and ranking requests for assistance.

Provides advice to tank system owners and operators in the following areas: compliance with federal and State law governing tank systems, clean-up and prevention of leaks and proper handling of substances.

Makes recommendations to the Board regarding development of a program for underground storage tank systems that will be approved by the federal government.

Makes recommendations on behalf of the Board to the Department of Environmental Conservation on clean-up standards and technology.

Performs as a liaison between the Board, the Department of Environmental Conservation and the regulated industry and community; represents the Board to other agencies and the public.

**EXECUTIVE DIRECTOR,
BOARD OF STORAGE TANK ASSISTANCE**

8357-21

Page 2

Assists business owners experiencing difficulty complying with federal and State laws by providing information on educational, technical and financial assistance.

Develops and recommends incentive programs for prompt compliance with the law.

Develops policy regarding the provision of grant assistance to owners and operators; interprets policy to the community and private industry.

Serves as mediator to facilitate resolution of disputes between affected organizations.

Prepares various reports to the legislature in accordance with AS 46.03.363 to include information regarding damages caused by tank leakage, cost disputes, availability of insurance, grants, loans and loan guarantees, and recommendations for amendment or addition to State statute.

Knowledge, Skills, and Abilities:

Thorough knowledge of State and federal statutes relating to oil release, containment and clean-up and spill prevention.

Thorough knowledge of legislative processes related to the work.

Thorough knowledge of regulatory processes and procedures.

Considerable knowledge of insurance industry practices relating to insuring parties against risk of contamination of land and water by regulated substances.

Ability to evaluate and interpret complex laws, rules and regulations.

Ability to analyze complex issues and situations and propose viable solutions and courses of action.

Ability to establish and maintain effective relationships with government officials, private industry officials, business owners, professional personnel and the public.

Ability to make verbal presentations before the legislature, professional groups, industry and the public.

Ability to prepare complex reports with conclusions and recommendations in writing form.

Minimum Qualifications:

Bachelor's degree.

AND

**EXECUTIVE DIRECTOR,
BOARD OF STORAGE TANK ASSISTANCE**

8357-21

Page 3

Two years of professional experience working in the field of oil and hazardous substance release prevention. Prevention experience can include prevention assessment, containment, or restoration, program management, regulatory development, analysis of the law, legal issues, insurance or financial issues related to the field.

Orig: 12/16/90



Official Business

Alaska State Legislature

HOUSE OF REPRESENTATIVES

Kevin "Pat" Parnell

465-2647

Room 128

State Capitol
Juneau, AK 99801-1182

LIST OF LETTERS

1. AK Amateur Sports Authority,
Executive Director, Steve Busch.
2. AK State Council on the Arts,
Executive Director, Christine D'Arcy.
3. Department of Education,
President, Joe Montgomery.
4. AK Energy Authority,
Executive Director, Charlie Bussell.
5. AK Human Rights Commission,
Chairperson, Esther Wunnicke.
6. Mental Health Board,
Executive Director, Deborah K. Smith.
7. Medicaid Rate Advisory Commission,
Executive Director, Jack Nielson.
8. AK Public Utilities Commission,
Executive Director, Robert Lohr.
9. AK Seafood Marketing Institute,
Executive Director, Kim Elton.
10. AK Science & Technology Foundation,
Chairman, Ed Clinton.
 - a. Commissioner, Darrel Rexwinkel.
11. Board of Storage Tank Assistance (2),
Executive Director, John Barnett.

STATE OF ALASKA

DEPARTMENT OF CORRECTIONS

BOARD OF PAROLE

WALTER J. HICKEL, GOVERNOR

ALASKA BOARD OF PAROLE
P.O. BOX 7
JUNEAU, ALASKA 99811-2000
PHONE: (907) 465-3384
FAX: (907) 465-2008

March 3, 1992

Honorable Pat Parnell
Alaska House of Representatives
Alaska State Legislature
Room 128
State Capitol
Juneau, AK. 99801-1182

RE: HB 459

Dear Representative Parnell:

Your legislative assistant, Dan Garrett faxed a copy of your February 25, 1992 letter to me yesterday afternoon. I had not received the letter. Thank you for the opportunity to provide input on this bill.

For the Committee's record, enclosed is a copy of the letter from the Department of Corrections to the Governor's Office regarding this bill. Also enclosed is a copy of the current Position Description Questionnaire ("job description"), the May 14, 1990 letter from the Parole Board Chairaan to the Corrections Commissioner, and a copy of the January 25, 1991 Division of Personnel memo establishing the position at a Range 23. I would ask that the Committee carefully review this information.

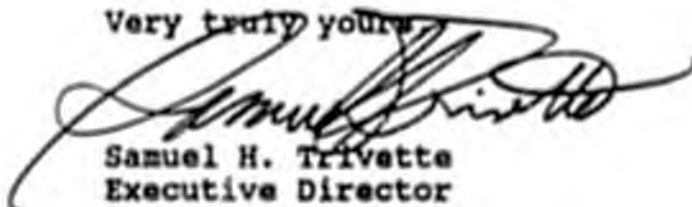
Let me draw your attention to a particularly relevant paragraph in the 1/25/91 Personnel memo. "Although exercising control over a small portion of the population, the impact the Board's decisions have on the State population as a whole is significant. Some of the people eligible for parole are dangerous and the consequences of an inappropriate release could be severe. The subject of inmate release under any program is very controversial and emotionally charged. Innovative parole planning is necessary to ensure the safety of the public while still providing for supervised re-entry in society. This is especially true of the bush areas in Alaska where parole officers are not in residence but supervised clients on an itinerant basis. In these cases, local resources must be identified and organized to provide on site monitoring of a parolee on behalf of the parole officer. In 1986 the State settled a \$5,000,000.00 law suit because these safeguards were not in place resulting in the murder of two people by an individual on mandatory parole."

Honorable Pat Parnell
Alaska House of Representatives
March 3, 1992
Page Two

Since the \$5,000,000.00 settlement mentioned in the above paragraph, I have been involved in a handful of other multimillion dollar lawsuits in recent years against the Department that I have helped the State settle satisfactorily. Clearly, the consequences of errors committed by this position can be massive.

Since the Executive Director is responsible for conducting all parole and parole revocation hearings in correctional institutions around the State, this person must be fully knowledgeable of parole statutes, administrative hearing processes, regulations, and state & federal case law. Many prisoners & parolees are represented by attorneys. Few other executive directors are forced to spend such a significant portion of their time in such adversarial circumstances.

Very truly yours,



Samuel H. Trivette
Executive Director

SHT/rs

MEMORANDUM

State of Alaska

DEPARTMENT OF CORRECTIONS

TO: Governor's Office

DATE: March 2, 1992

TELEPHONE NO.: (907) 465-3384

FROM: Diane Schenker
Legislative Liaison
Department of Corrections

SUBJECT: HB 459

The Department is opposed to this bill. Besides the legal issues already identified by Administration, we offer the following comments specifically about Section 11 of the bill. It relates to the salary of the executive director of the parole board. The parole board is situated in the Department of Corrections.

As a result of Legislative intent in 1988, the Department of Administration did a preliminary study of directors of various boards & commissions. That preliminary study suggested a review of each position by the Classification section in the Division of Personnel.

In 1990, the parole board members requested the position be reviewed as outlined in the legislative intent. The Commissioner of Corrections agreed. The position description questionnaire was completed & forwarded to Personnel. A professional review of the position was undertaken by the classification folks in the Division of Personnel in 1990-1991. After this professional review in February 1991, Personnel set the salary at Range 23.

We believe any professional review of the job duties of the executive director would result in the same range placement. A careful review of the positions' responsibilities supports this decision. We can have the executive director testify about the job duties & impact of the decisions of the position if you believe that is necessary.

MEMORANDUM

State of Alaska

TO: Beth Lassiter
 Personnel Officer
 Department of Corrections

DATE: January 25, 1991
 JNO ORIGINAL

FILE NO:

FEB 4 1991

TELEPHONE NO: 463-4424

THRU: Kate Larson *KLK*
 Personnel Manager
 Classification and Examining
 Division of Personnel
 Department of Administration

SUBJECT: Executive Director,
 Alaska Board of Parole
 Class Code 4355

FROM: Robyn Kanouse *RK*
 Personnel Analyst
 Classification and Examining
 Division of Personnel
 Department of Administration

Nature of Request: The Department of Corrections asked the Division of Personnel to conduct a salary survey of the Executive Director, Alaska Board of Parole. It is the Department's position that PCN 20-5500 is substantially underpaid compared to other executive directors for boards and commissions.

Current Classification:

PCN	Class Title	Code	SR	LOC	RU
20-5500	Exec. Dir., Ak Board of Parole	4355	21	AWA	XE (Partially Exempt)

Recommended Classification:

PCN	Class Title	Code	SR	LOC	RU	Nature of Action	FLSA EXPT
20-5500	Exec. Dir., Ak Board of Parole	4355	23	AWA	XE	SR Change	Y

Effective date: February 16, 1991.

Analysis:

Executive Directors at the lower range (SR 21 and 22) usually support boards whose mandates affect a limited portion of the population and are advisory in nature (Governor's Council for the Handicapped and Gifted or the Citizen's Review Panel for Permanency Planning). The middle range (SR 23 and 24) Executive Directors serve boards whose impact on the public is broader and the duties may include coordination of the state's resources to meet a particular need

cc: Shafer

(Alaska Women's Commission or the Council on Domestic Violence and Sexual Assault). Executive Directors at the high range (SR26) support boards who serve a regulatory or controlling function (Alaska Educational Broadcasting Commission or the Public Utilities Commission).

The position of Executive Director, Alaska Board of Parole was established in 1972 at salary range 21. At that time, there were few boards with which to compare. Since that time, many boards and commissions have been formed, with a wider range of authority than existed in 1972.

An internal comparison was made to all the boards who have executive directors who are not also directors or commissioners. The Alaska Board of Parole appears to fall in the mid-range of scope and authority when compared to other boards. For example, it does not have regulatory or controlling authority such as the Alaska Educational Broadcasting Commission or the Public Utilities Commission, which have executive directors at salary range 26. Nor are its functions only advisory such as those boards whose directors are at SR 21 or 22.

The Parole Board is mandated to consider all inmates serving sentences who may be eligible for parole (AS 33.15.050). Before a person may be paroled, the Board must determine that there is reasonable probability the inmate will not violate the law or the conditions of parole set by the board, and that release is not incompatible with the welfare of society (AS 33.15.080). The Executive Director manages the activities of the board, writes and implements their policies and develops and teaches courses on parole related issues for Board members, parole and correctional officers in Alaska.

Although exercising control over a small portion of the population, the impact the Board's decisions have on the State population as a whole is significant. Some of the people eligible for parole are dangerous and the consequences of an inappropriate release could be severe. The subject of inmate release under any program is very controversial and emotionally charged. Innovative parole planning is necessary to ensure the safety of the public while still providing for supervised re-entry in society. This is especially true of the bush areas in Alaska where parole officers are not in residence but supervise clients on an itinerant basis. In these cases, local resources must be identified and organized to provide on site monitoring of a parolee on behalf of the parole officer. In 1986 the State settled a \$5,000,000.00 law suit because these safeguards were not in place resulting in the murder of two people by an individual on mandatory parole.

The level of authority exercised by the Board of Parole is somewhat comparable to that of the Council on Domestic Violence and Sexual Assault. The Council deals with all forms of violence, particularly domestic violence and sexual assault which are very controversial areas. Because it is an evolving field of study, creative thinking is required to develop new programs and coordinate services in remote areas. The Council is also responsible for issuing grants of federal/state funds to agencies providing domestic violence and sexual assault services. These activities are beyond those of boards with only advisory authority.

The Executive Directors of these two boards are similar in their level of involvement and support services they provide to the boards. However, the scope and authority of the Council on Domestic Violence and Sexual Assault is broader than that of the Alaska Board of Parole. There are far more victims of violence than there are perpetrators, many of whom are never prosecuted. The Alaska Board of Parole does not administer grants, nor does it develop and evaluate programs.

The Parole Board is more comparable to the Alaska Police Standards Council, whose duties involve writing regulations for certifying police officers, probation officers and correctional officers. Certification requires specific types of education and experience in order for someone to work in Alaska in these occupations. The Council approves, denies and revokes certification. If a police officer's certificate is revoked or he/she does not obtain required training for subsequent certificates (intermediate, etc.), the Council has the authority to order that individual's termination from a police department. The Council conducts appeal hearings following revocation of a certificate; and develops, approves and evaluates training programs for these professions.

The Alaska Police Standards Council's direct authority is limited; however, the impact of their decisions affect the State population as a whole. In order to ensure that the laws of this state are enforced fairly and properly, adequately trained police officers are necessary. The same holds true for probation/parole and correctional officers in their supervision of probationers/parolees and inmates. Having properly trained people in these professions has a direct impact on the work of the Parole Board.

A market survey was attempted to compare this position with those in other jurisdictions. However, positions in other states are generally not similar enough for comparison.

The Alaska Board of Parole is most similar to the Alaska Police Standards Council. Internal comparison with this and other boards and commissions indicates that assignment to salary range 23 is appropriate.

STATE OF ALASKA

DEPARTMENT OF CORRECTIONS

BOARD OF PAROLE

STEVE COWPER, GOVERNOR RA1

MAY 18 1990

ALASKA BOARD OF PAROLE
P.O. BOX 7
JUNEAU, ALASKA 99811-2000
PHONE: (907) 455-3384

May 14, 1990

The Honorable Susan Humphrey-Barnett, Commissioner
Department of Corrections
2200 East 42nd Avenue
Anchorage, AK 99508

Dear Commissioner:

The Alaska Board of Parole would like to request your assistance in raising the range at which the board's Executive Director is classified.

As you know, the position is currently at range 21 -- a substantial under-rating, we feel, of the position's true value to Alaska and to the state's system of justice.

We believe that fairness, relative to the work of other executive directors and to a number of division directors in various departments of the state, indicates that the Executive Director of the Alaska Board of Parole should be at Range 26.

Among executive officers of boards and commissions, for instance, the head of the Agriculture Revolving Loan Fund is classified at Range 26, the Alaska Housing Finance Corporation at 28, Alaska Public Broadcasting at 26, the Alaska Beverage Control Board at 26, the Industrial Development and Export Council at 28, the Judicial Council at 30, and the Post Secondary Education Commission at 28.

Among 34 executive officer positions that we are aware of, only four are at range 21 or lower. Eighteen are at range 26 or higher -- some ranging as high as 28 and 30. One position apparently pays a flat \$80,000 annually.

The work of the Executive Director, as you know, is of critical importance to the safety and well-being of the people of Alaska. The person who administers the work of the board must have a broad knowledge of the workings of the Alaska criminal justice system. The director is the key person in facilitating the work of the board as we consider the suitability of convicted felons for discretionary parole, impose parole conditions for both discretionary and mandatory parolees, and revoke paroles for persons unable or unwilling to comply with conditions.

The Executive Director also plays a key role in creating and implementing new programs and policies (such as the very successful Intensive Supervision and Surveillance Program which went on-line in recent times). The Executive Director has a vitally important role to play, as well, in on-going education and training for parole and probation officers.

We feel strongly that for such critical work a range 26 is more than justified. We feel, too, that the individual who now fills the position -- Sam Trivette -- is

Sk - I agree
w/ Rev. Patterson.
Pls. attempt to
upgrade the Exec.
Dir. of the Parole
Bd. to range 26.
SH-B.

(10) SEK:ghm
5-17-90

Susan Humphrey-Barnett, Commissioner
May 14, 1990
Page Two

unquestionably qualified for a position of that range, and in fact does an absolutely outstanding job for the Board of Parole, the Department of Corrections, and the State of Alaska.

Again, we ask for your assistance in correcting what we feel is a substantial under-evaluation of a vitally important job.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "Alonzo B. Patterson, Jr.", with a horizontal line extending to the right.

Alonzo B. Patterson, Jr.
Alaska Board of Parole Chairman



**STATE OF ALASKA
POSITION DESCRIPTION QUESTIONNAIRE**

POSITION CONTROL NUMBER	
20-5500	
Personnel Office	
Check One	
Permanent Full time	_____
Permanent Part time	_____
Seasonal	_____

To the Employee:

This form is to obtain information on work being performed and will be used to place this job with others doing similar work. Your job will be evaluated primarily on the information provided in this form. It is very important to give a complete and accurate description of your work. Extra sheets of paper may be attached for any item where there is not enough room — be sure to show the Item Number on any attachments.

Complete Items #1 through #25 as well as Employee Comments and Employee Certification. Items #28 and #29. If you supervise others, also complete Items #26 and #27. Your Position Control Number will be filled in by the Personnel Office.

USE BLACK INK OR TYPE

1. Name (last, first, middle) TRIVETTE, Samuel H.	6. Department Corrections
2. Class Title Executive Director, Parole Board	7. Division
3. Working Title if Different	8. Section/Unit/Other Parole Board
4. Work Location: (Street Address and City) Juneau	9. Name and Title of Immediate Supervisor Susan Humphrey-Barnett, Commissioner
5. Work Phone 465-3384	10. Name and Title of Next Higher Supervisor Steve Cowper, Governor
11. Name and Title of Other Persons to Whom You Report or Who Give You Assignments Alonzo B. Patterson, Chairman, Alaska Board of Parole	

FOR CLASSIFICATION USE ONLY

Category		Group		Job Series		Loc Code	
Classification Title				Class Code		Range	
I	II	III	IV	V	VI		
VII	VIII	IX	X	XI		Total Points	
Analyst				Review Date		Effective Date	

DUTIES/RESPONSIBILITIES

12. ~~Give the main purpose of your job~~ ^{Attend and conduct all parole release hearings and final parole revocation hearings statewide. Assure compliance at hearings to federal case law, Alaska statutes and case law and Parole Board Regulations by board members, parole officers, attorneys, prisoners, parolees, and victims in attendance at hearings. Ensure the parole system in Alaska operates in a fair, equitable fashion, in such a manner as to protect the public safety and enhance the reintegration of offenders into society.}

13. Regular Duties

Percent
of Time

30%

Prior to attending each set of parole release & revocation hearings, carefully reviews each case file to ensure complete & accurate information is included on each case. Has staff track down missing information & prepares notes for Board members on corrections to incorrect information in files. Alerts members to possible legal challenges prior to hearings. Travels with Board members to a dozen State Correctional facilities around Alaska. Conducts all parole release, parole rescission & final parole revocation hearings. These are quasi-judicial hearings, requiring the Board follow numerous laws, case law decisions, regulations & policy & procedures. Initiates all hearings, explaining the purpose & guidelines of the hearings, questioning parole applicants & parolees. Explains laws, case law, regulations & policies to parole applicants, attorneys, witnesses, & victims that appear before the Board. Advises the Board members & others in attendance at hearings on the admissibility of evidence proposed for presentation to the Board & on other legal motions presented by attorneys & other participants at hearings. Provides interpretation of mental health & other technical reports to Board members in lay terms. Provides ground transportation to Board members from airports, hotels, homes to Board hearings & return. Informs Board members of current community programming available throughout Alaska so they can make informed decisions.

15%

Develops the entire operating structure for Board decisions, including Regulations, Policy & Procedure, Goals & Objectives, risk score sheets, recidivism data, policy meetings, Board member training, and public hearings. Makes sure these areas are reviewed on a regular basis to ensure the Board will continue to make the best professional decisions. Also keeps abreast of current court and administrative rulings affecting the
(see attached for #13 continued)

(Attach extra sheets as needed)

14. Occasional Duties

Percent
of Time

5%

During time of severe prison overcrowding, convenes Parole Board members to review files of prisoners to recommend to the Governor, which prisoners should be released early to alleviate prison overcrowding. Works with Department of Law & Commissioner of Corrections to establish written guidelines for the program to ensure the risk to the public under this program is minimal. Trains Board members about the program, sets up the process for the program to promote community protection safeguards, & conducts the hearings with the Board members in accordance with the criteria established. Meets with Commissioner, Assistant Attorney General, Special Assistant to the Governor and the Governor to discuss individual cases, improvements to the program, & deal with problem areas as needed.
(see attached for #14 continued)

(Attach extra sheets as needed)

NOTE: Be sure the percentages of regular and occasional duties together total 100%.

#13 Regular Duties continued

operation of the parole system & brings resolution to potential problem areas as soon as possible. Personally writes Regulations, Goals & Objectives; personally conducts public hearings & most Board member training. Closely oversees the development of risk score sheets & Board data system.

- 12% Frequently serves on special task forces to identify & resolve problems in criminal justice matters. These appointments have come from the Governor, Attorney General, Chief Justice of the Alaska Supreme Court, Mayor of Anchorage, Commissioner of Corrections, Deputy Commissioner of Corrections. These groups have included Governor's Task Force on Child Abuse & Sexual Assault; Governor's Task Force on Standards & Goals for Corrections; Supreme Court Justice's Group to revise the presentence report in Alaska; Mayor's Advisory Committee on Treatment Alternatives to Street Crime; Governor's Office Task Force on Prison Overcrowding; Commissioner's Sexual Assault Working Group; Deputy Commissioner's Working Group to resolve time accounting problems to lessen liability for the State.
- 8% Provide interpretation and explanation on complex policy, legal & casework matters referred by the judiciary, attorneys, Governor's office, Commissioner's office, and law enforcement & corrections personnel. This includes determining the parole eligibility of prospective parole applicants which is based upon numerous statutory and case law requirements.
- 7% Develops specialized training materials for all institutional & field parole officers statewide. Provides training to parole officers, other Department of Corrections employees, & attorneys, on their specific responsibilities in the parole system. Provides similar information to civic groups.
- 5% Provides intensive initial training to all new Parole Board members to ensure their competency in all major areas of their responsibilities. [The 5 Board members are not State employees, but are paid compensation for their Board work. Each of the Board members works about 1/3rd to 1/2 time, depending upon where the member lives & the particular responsibilities in that region].
- 5% Reviews lawsuits against the Board and the Department. Reads the case files and provides information to the Attorney General's for response to the lawsuits. Suggests defenses to lawsuits or possible resolutions.
- 5% Testifies before the Legislature on behalf of the Department and the Board. Frequently takes a lead role on sentencing, treatment, probation issues, parole issues, good time & employee certification issues when testifying. Prepares or helps the Department of Law draft legislation germane to these areas.
- 2% Regularly presents all executive clemency cases personally to the Executive Clemency Advisory Committee. Occasionally presents a case to the Governor's staff or to the Governor. Develops & oversees the system for investigating each clemency applicant & preparing comprehensive reports on each executive clemency applicant. [Under the Alaska Constitution, the governor has the power to pardon any person convicted of a crime, release any prisoner from jail, or restore any fine, revoked license or forfeited property.]

21. List the contacts you have with people and organizations as a regular part of your work and show the purpose of the contact and how often (several times a day, weekly, occasionally, and so on). Do not list supervisors, co-workers or subordinates.

INSIDE STATE GOVERNMENT

Title of Persons or Organizations	Purpose	How Often
Commissioner of Corrections, Governor's Staff, Legislative Staff		Weekly to Monthly
Corrections Administrators, Parole Administrators, Board Members		Weekly
Board Members, Parole Officers, attorneys, Corr. Staff		Daily, numerous times
Provide Advice to all above		

OUTSIDE STATE GOVERNMENT

Title of Persons or Organizations	Purpose	How Often
Victims of crimes, Citizens lobby groups, prisoners, parolees		Weekly to Monthly
Media reporters, relatives of prisoners or victims		Occasionally
Provide Information to all above		

22. Are the contacts difficult? Explain. Yes. Provide explanation to citizen on action taken by the Board to release a violent parolee at a revocation when the basis for the Board's decision is confidential by law, the Board did not release the parolee initially (it was required by law) and the citizen was not allowed to be at the hearing (not allowed by law), And not sound defensive

23. Indicate the physical effort required in your job by checking as many of the following that apply. Show how often, such as 4 times daily, 2 to 3 times a week, 1 to 2 times a month, etc.

	How Often		How Often
- Mostly sitting, with some walking, standing, bending or stooping, or carrying of light objects.	Daily	- Climbing ropes or poles.	Daily
- Standing or walking for long periods.	_____	- Lifting objects up to 20 pounds.	or 2 times a month
- Repeated bending, crouching, stooping, stretching or crawling.	_____	50 pounds.	_____
- Fine or rapid movement of fingers, hands, arms or legs.	_____	100 pounds.	_____
- Running, chasing or jumping.	_____	Over 100 pounds.	_____
- Other: Describe _____	_____	- Grasping or fighting with others.	_____
		- Climbing ladders or scaffolding.	_____

24. Indicate the type of working conditions encountered in your job by completing as many of the following that apply.

	How Often		How Often
- Typical office or similar setting which is adequately lighted, heated and ventilated.	Daily	- Conditions where very disagreeable odors are present.	_____
- Conditions which are moderately dirty, noisy or dusty.	_____	- Conditions which involve exposure to cold, heat, dampness, rain or snow.	Daily some months, Seldom others.
- Conditions which are very dirty, noisy or dusty and require use of protective clothing or equipment.	_____	- Conditions which involve exposure to extremes of cold or heat for long periods.	_____
		- Operation of a vehicle, machine or piece of equipment for long periods.	_____

Spend 2 1/2 weeks a month, some months conducting hearings in State prisons with convicted felons, usually with no security staff present.

25. Indicate below the kinds of hazards encountered in your job and how often.

	How Often		How Often
- No significant hazards.	_____	- Work with dangerous machinery or equipment, or operate tools which could easily maim or injure, or handle hazardous materials.	_____
- Wear hard hats, safety shoes, goggles or similar protective clothing.	_____	- Work with explosives or radioactive substances, or at great heights, fighting fires, or subject to physical attack.	_____
Frequent flying and driving all around Alaska under hazardous conditions.			Daily to Monthly
- Other: Describe _____	_____		

TO BE COMPLETED BY THE SUPERVISOR - continued

34 SUPERVISOR'S COMMENTS

Comments on the accuracy and adequacy of the employee's statements and responses. Do you concur with information in items #26 and #27?

Yes No Note any additions or exceptions

35 SUPERVISOR'S CERTIFICATION

I certify that the above statements and responses are accurate and complete to the best of my knowledge

Signed Dwain Humphrey-Barnett Date 6/20/90
 Title Commissioner Position Control Number 200001

36 DIVISION REVIEW BY DEPARTMENT DESIGNEE

Review both the employee's and supervisor's statements. Comment on the accuracy and adequacy of the employee's and the supervisor's statements and responses. Note any additions or exceptions. State the reason for this review.

REQUEST FOR POSITION REVIEW

New Position Reassignment Update

37 I certify that the above statements and responses are accurate and complete to the best of my knowledge

Signed Susan E. Knighton Title Dwain Administrative Services Date 6-25-90

38 DEPARTMENTAL PERSONNEL OFFICE REVIEW

 Title _____

 Title _____

#14 Occasional Duties continued

- 21 Acts as a hearing officer at preliminary revocation hearings and parole rescission hearings as a representative of the Parole Board, determining whether or not sufficient evidence exists that a parolee has violated his conditions of parole, and whether or not that person should be released from jail to the community pending a final revocation hearing before the full Board at their quarterly hearings, or whether the person should remain in jail pending the final hearing by the Board. The hearing officer has total responsibility for making a "probable cause" finding, a decision that is handled by administrative law judges in most other jurisdictions. Only judicial officers have the authority to release persons from jail in most jurisdictions, a power granted our hearing officers. Most parolees are represented by attorneys, but rarely is the State. Once the hearing has completed (all revocation hearings are taped), the hearing officer must draw up the order outlining the decision that was made, the information relied upon in arriving at that decision, and the specific findings of fact.
- 22 Travels once annually to contract Federal Bureau of Prisons facilities. Conducts parole hearings, similar to first paragraph in #13 above. However, takes an even more active role in presenting the case to the Board because of the lack of a comprehensive parole progress report prepared by Department of Corrections staff.
- 23 Attends governmental and community meetings as the representative of the Parole Board. Acts as liaison between the Parole Board and the Courts, Corrections, Law Enforcement, other Criminal Justice Agencies, the public and news media. Explains the operation of the Board, its philosophy, and its relationship and responsibilities in the criminal justice system.
- 13 Establishes general guidelines and philosophy for the preparation of the budget, and administers funds appropriated by the Legislature. Develops and oversees the record-keeping system and statistical data for inclusion in various monthly, quarterly, and yearly reports as required by the Department, Legislature, and statutes. Oversees the operation of the Parole Board and submits suggestions for changes in improving the overall operation of the office and the Parole Board. Implements changes as necessary.

26 SUPERVISORY RESPONSIBILITIES (Complete only if you supervise others)

List the employees you directly supervise. Do not list employees supervised by your subordinate supervisors.
NOTE: Information in Items #26 and #27 will be used to determine bargaining unit assignments.

Position Control Number	Location	Title	OFFICE	Name
20-5501	Juneau	PROBATIONARY		RICHARD E. COLLUM
20-5502	Juneau	SECRETARY		ROBERTA L. STORKEI

Number supervised directly: _____

Number supervised through subordinate supervisors: • _____

Total: • _____

27 Complete the following only if the position described in the questionnaire supervises others. List all positions which you supervise and use your Level of Authority. Positions for which you have the identical Level of Authority should be grouped together.

Position Control Number	LEVEL OF AUTHORITY		
	No Authority	Retained	Full Approval Below Superior
20-5501			
20-5504			
20-5502			
Supervisors	X		
Personnel		X	
Training		X	
Supplies		X	
Outings		X	
Write Guidelines		X	
Apply new laws		X	
Complete performance evaluations		X	
Design & create laws		X	
Instruct/teach		X	
See inmates & work activities		X	
Plan budget & costs		X	

Position Control Number	LEVEL OF AUTHORITY		
	No Authority	Retained	Full Approval Below Superior
Supervisors			
Personnel			
Training			
Supplies			
Outings			
Write Guidelines			
Apply new laws			
Complete performance evaluations			
Design & create laws			
Instruct/teach			
See inmates & work activities			
Plan budget & costs			

Position Control Number	LEVEL OF AUTHORITY		
	No Authority	Retained	Full Approval Below Superior
Supervisors			
Personnel			
Training			
Supplies			
Outings			
Write Guidelines			
Apply new laws			
Complete performance evaluations			
Design & create laws			
Instruct/teach			
See inmates & work activities			
Plan budget & costs			

DEFINITIONS:

Recommend: Make a specific suggestion to your supervisor — your supervisor decides and takes necessary action. **Direct Assignment/Assignment Supervise:** Get your supervisor's approval and take action OR take action and inform your supervisor of what has been done. **Assign:** Select an employee for a vacant position. **Dismiss:** Move one employee you supervise to another vacant position at a higher range which you also supervise. **Transfer:** Move an employee from one position you supervise to another position at the same salary range. **Supervise:** Place an employee in non-pay, non-duty status for one or more hours. **Discharge:** Dismiss an employee for cause. **Write Guidelines:** Hear and resolve formal complaints.

28. EMPLOYEES COMMENTS

Indicate any other factors or aspects of your job not covered above that should be considered in evaluating your position. This position requires frequent travel. Employee is often away from the duty station for five days at a time (over 10 times per year) and on occasion has been gone as long as three weeks at a time. Most of the time on travel status is spent in prisons dealing directly with prisoners, parolees, attorneys, eight (see attached for #28 continued)

29. EMPLOYEE CERTIFICATION

I certify that the above statements and responses are accurate and complete to the best of my knowledge

Signed: [Signature]

Date May 25, 1990

TO BE COMPLETED BY THE SUPERVISOR ** ATTACH ORGANIZATIONAL CHART.

Instructions: Review items #1 through #29 to make certain that they are accurate and complete. Items #26 and #27 will be used for bargaining unit determinations.

Fill out items #30 through #35. Do not change employee's statements but be sure to note any additions or exceptions in Supervisor's Comments. Item #34. Add extra sheets of paper if you need more room to write — note item number on any attachments.

30. What is the most important service or product you expect of the position described in this questionnaire?

Explain. The parole board must operate in a professional manner in compliance with statutory laws and regulations. This position must work cooperatively with the Board members, Governor's office and DOC personnel, additionally it must work effectively with the legislature + with all components of the criminal justice system statewide.

31. Does the position described in this questionnaire have authority to commit the organization, or any parts thereof, to a course of action? No Yes Explain if Yes

The employee in this position has the authority to commit the Board to carry out various tasks, settle law suits involving the operation of the Board, provide training, change operating procedures, etc.

32. List the titles, names and Position Control Numbers of other employees under your direct supervision that have the same duties and responsibilities as this position: None

<u>Title</u>	<u>Position Control Number</u>	<u>Name</u>

33. List what you consider to be the MINIMUM education, experience and/or specialized training required to be hired for this job.

- A. Education (state major area of study) Bachelor's degree in Criminal Justice, psychology, sociology or related field.
- B. Length and type of experience 5 years of increasing responsibility in supervisory correctional position, preferably probation/parole manager
- C. Special licenses, registration or certification none
- D. Machine skills (include typewriter and typing speed, adding machine, work processor, key punch, etc) computer/word processor skills helpful

28. EMPLOYEE'S COMMENTS

to 12 hours per day. Many prisoners have histories of violence and the employee has been physically threatened by some offenders. Employee conducts hearings sitting next to the prisoners with no security staff present. Employee usually works 90 to 100 hours during each travel week & often the same number of hours preceding and following the travel week.

The employee is responsible for the training and education of all Board members. The employee must continually use the best interpersonal skills to encourage the Board members to put in long hours for little pay, conduct the business of the Board in the most professional manner, put up with misinformed criticism of the public & press & other government officials. The employee must convince the Board members to adopt rules, regulations & procedures that are foreign to lay people to insure fairness and the appearance of fairness at all Board proceedings. Since the Board members are part-time lay people, the employee must frequently attend public functions, hearings, & meetings on behalf of the Board & take whatever criticism participants have about Board decisions.

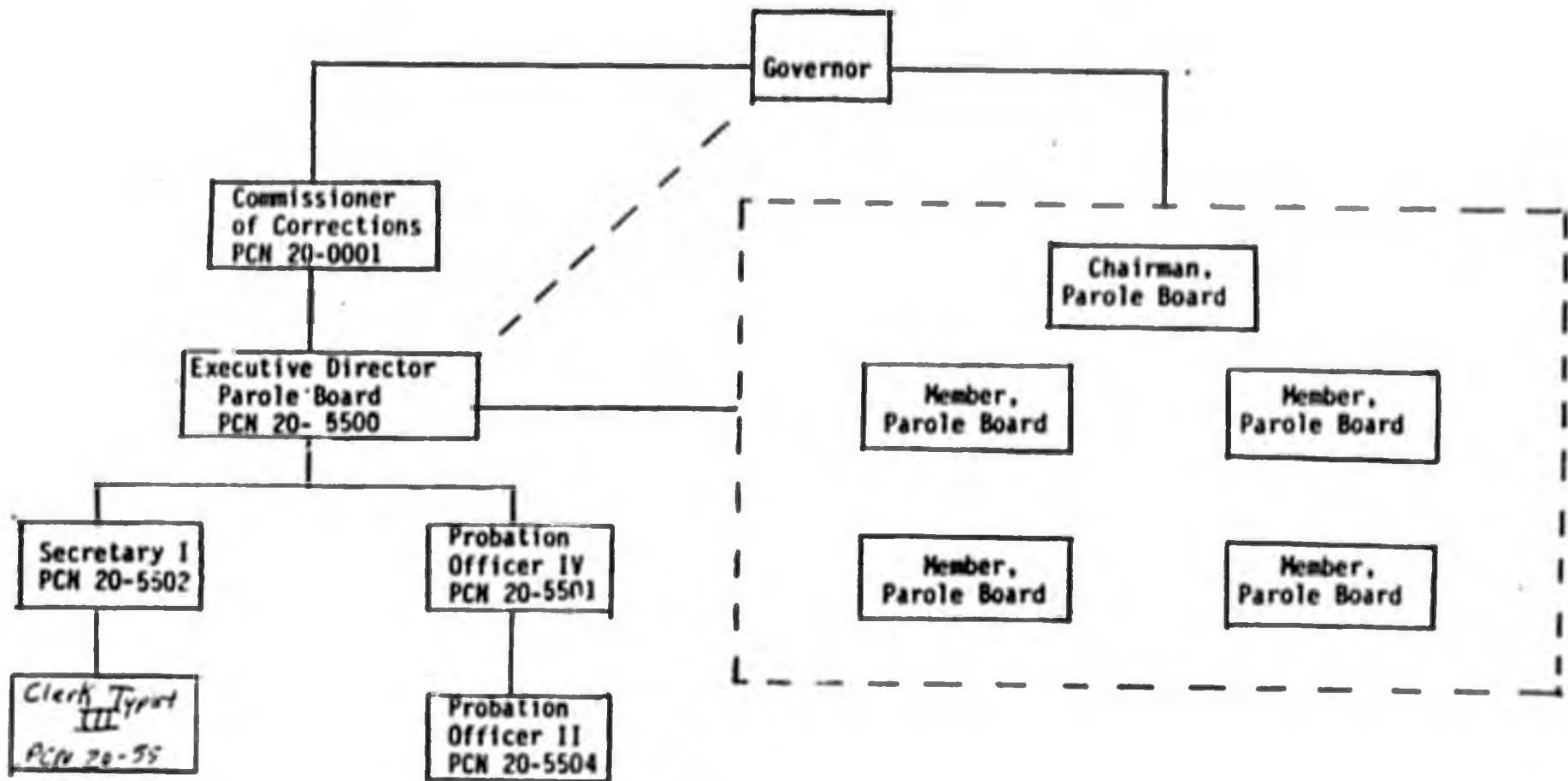
Although the employee has no direct line authority over the approximately 125 adult probation/parole officers assigned around the State, he is responsible for getting them to perform various tasks for the Board on a daily basis. The employee provides supervision, direction, advice & considerable training to these 125 employees on a daily and weekly basis. It is again through interpersonal skills the employee is able to maintain full cooperation of these parole officers enables, which the Board members to get the most accurate information on which to make Board decisions. This is reflected in the Board's excellent recidivism rates & serves to protect the Alaska public.

Because of the employees' extensive travel all around Alaska, he is in a unique position to report successes, problem areas, inconsistencies, etc. to the Department & to help the Department to deal with issues before they caused serious consequences to government & the public. On numerous occasions, the employee has identified these situations to Corrections management enabling them to effectively intervene and avert crisis. When the employee brings these issues to light, he is frequently asked to provide assistance in solving problems.

The employee often times becomes the focus of negative publicity, threats, professional & even personal lawsuits because of his position. For example, because the Board has taken a strong position to try to get all sex offenders into treatment/education/frequent supervision upon release from jail, many of these prisoners sue the Board & the executive director is usually named. Prisoners as a group file an extremely large number of frivolous lawsuits anyway, but each one requires careful attention or the State could loose large sums of money by default. Occasionally irate families will make threats based upon erroneous information provided by a prisoner. Because of the Board's part time status, the employee is almost always the person who encounters the public attack.

The issues mentioned above will not show up on an organizational chart, list of employees being supervised, or in the Board's budget. They are part of the employee's job that make it much more demanding than some.

ORGANIZATIONAL CHART
ALASKA BOARD OF PAROLE



FISCAL NOTE

STATE OF ALASKA

BILL NO. _____

HB 469

1992 LEGISLATIVE SESSION

Revision Date: _____

Title: Salaries of the executive Officers of certain boards...

Department Affected: _____

Environmental Conservation

Sponsor: Rep. Farnell

BRU: Spill Prevention & Response

Component: Storage Tank Assistance Program

Requestor: (H) State Affairs

COMPONENT SERIAL NO. 1 | 1 | 6 | 2 | 1 | 3

EXPENDITURES/REVENUES

(Thousands of Dollars)

	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
OPERATING						
PERSONAL SERVICES	(0.3)	0.0	0.0	0.0	0.0	0.0
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LANDSTRUCTURES						
GRANTS/CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(0.3)	0.0	0.0	0.0	0.0	0.0

CAPITAL

REVENUE
FUND SOURCED

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER						
FUND SOURCE: 1679	(0.3)	0.0	0.0	0.0	0.0	0.0
TOTAL	(0.3)	0.0	0.0	0.0	0.0	0.0

POSITIONS:

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

Estimate of current year impact: None

ANALYSIS: (Attach a separate page if necessary.)

The Governor of the Board of Storage Tank Assistance is currently a Range 21. Reducing his salary to a Range 20 would reduce expenditures by approximately \$720 in Step A, and \$178 in Step B.

Prepared by: Janet Adair

Commissioner's Office

Phone: 665-5669

Date: 2/20/92

Approved by Commissioner: [Signature]

Agency: Environmental Conservation

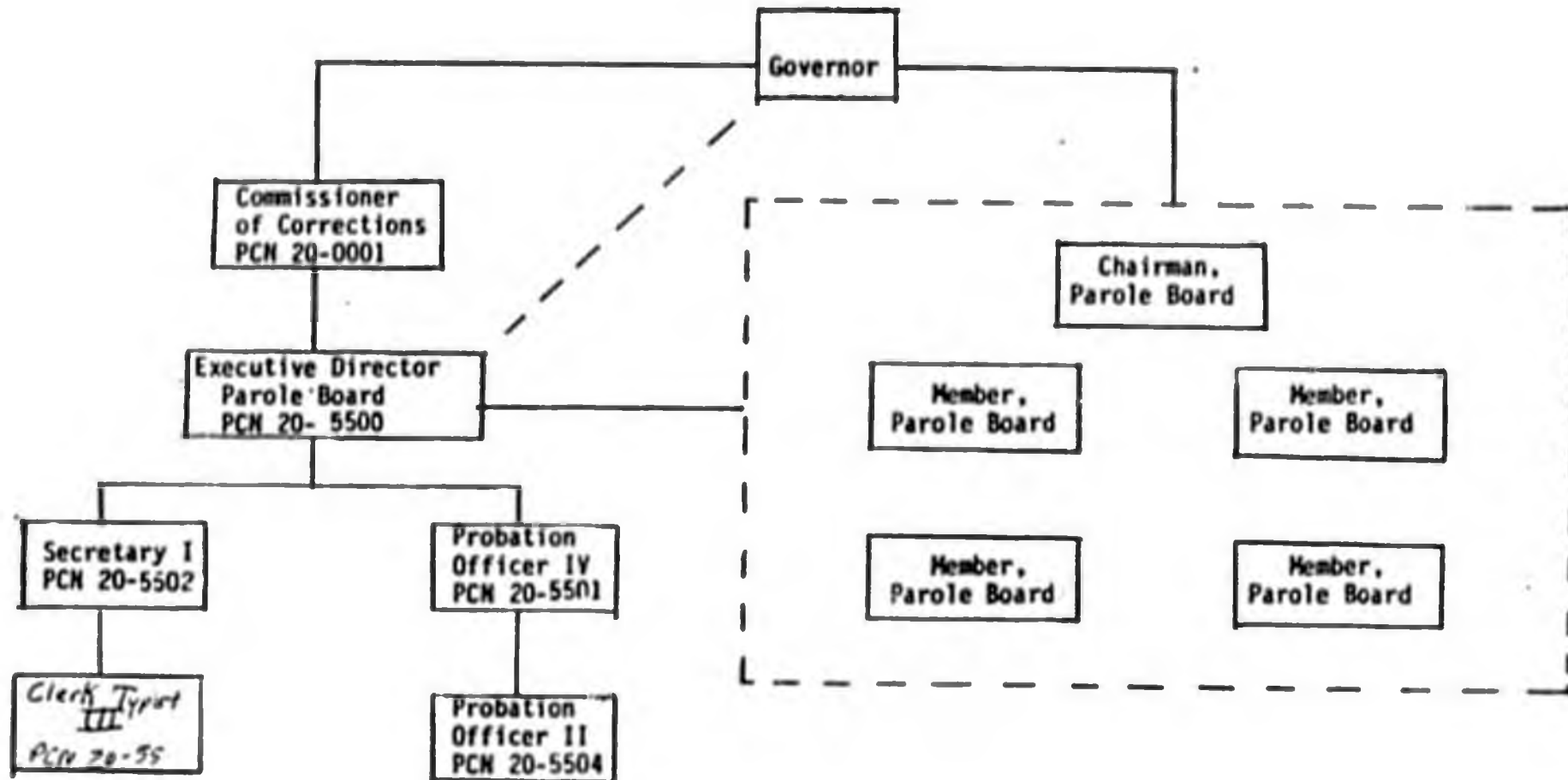
Date: 2/20/92

Distribution (by printer): Legislature Finance, Legislative Services, Response, OMB, & Impacted Agency(ies)

CORRECTION

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

ORGANIZATIONAL CHART
ALASKA BOARD OF PAROLE



INSTRUCTIONS FOR NUMBERS 12, 13, 14

- No 12: This is a one or two sentence statement that gives the main purpose of your job.
- No 13: List in detail all of the duties and tasks you perform regularly on your job. Start with your most important duties. Use a separate statement for each major duty. Also complete the percent of time column.
- No 14: List duties you perform occasionally. Include temporary assignments or special projects. Also complete the percent of time column.

Examples of Good and Poor Duty Statements

Poor Statement

- Assist in handling correspondence.
- Maintain grounds and landscape areas.
- I do finish concrete work.
- Keep claims registers.
- Do general kitchen work.
- I administer all nutritional programs in the district.
- Our unit is responsible for keeping all purchasing records.

Good Statement

- Receive, open, time stamp, and route incoming mail.
- Mow lawn with power mower and handmowers. Rake and weed ground. Trim trees from ground and from ladder, using power saws. Lubricate mowers.
- Place forms, mix, pour and finish concrete walls and curbing.
- Prepare registers of all claims showing allocation of budget expenditures for month in which claims are made.
- Clean and cut fruits and vegetables. Make salad dressings. Serve at steam table. Wash pots and dishes and store utensils and food. Once or twice a month bake cookies and tarts.
- I plan and schedule field visits for nutritionists within the district, review individual nutrition plans for adequacy and for conformance with program guidelines, maintain activity and statistical records, and meet with other health administrators within the district to help coordinate services.
- I compare invoices with purchase orders. Review requisitions submitted by different departments for accuracy, and then give them to Purchasing Agent for OK.

In the left hand column, estimate the percentage of time you spend performing a particular duty. To determine the percentage, think of your job in a time block, such as a day, a week, a bi-weekly period, a month or a year. Within this time block roughly estimate how much time you spend performing each duty. For example, let's say you spend one day each week processing applications. Simply divide the time spent on the duty by the time block. 1 day divided by 5 days (1 week) equals 20%.

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. HB 419

Revision Date: _____
 Title: Salaries of the executive Officers of
certain boards.
 Sponsor: Rep. Farnell
 Requestor: (H) State Affairs

Department Affected: Environmental
Conservation
 DRU: Spill Prevention & Response
 Component: Storage Tank Assistance Program

COMPONENT SERIAL NO. 1 | 6 | 2 | 3

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	(0.3)	0.0	0.0	0.0	0.0	0.0
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND/STRUCTURES						
GRANTS/CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(0.3)	0.0	0.0	0.0	0.0	0.0

CAPITAL						
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REVENUE FUND SOURCE						
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FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER FUND SOURCE: 1079	(0.3)	0.0	0.0	0.0	0.0	0.0
TOTAL	(0.3)	0.0	0.0	0.0	0.0	0.0

POSITIONS:

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

Estimate of current year impact: None

ANALYSIS: (Attach a separate page if necessary.)
 The director of the Board of Storage Tank Assistance is currently a Range 21. Reducing his salary to a Range 20 would reduce expenditures by approximately \$270 in Step A, and \$278 in Step B.

Prepared by: Janice Adair
 Division: Commissioner's Office

Phone: 665-3000
 Date: 2/20/92

Approved by Commissioner: *Janice Adair*
 Agency: Environmental Conservation

Date: 2/20/92

Distribution (by preparer): Legislative Finance, Legislative Sponsor, Requestor, OMB, & Impacted Agency(ies)

FISCAL NOTE

**STATE OF ALASKA
1992 LEGISLATIVE SESSION**

BILL NO. 100 459

Revision Date: _____ Department Affected: DCED
 Title: Executive Compensation BRU: ADK

Sponsor: Farrill Component: _____
 Requestor: House State Affairs COMPONENT SERIAL NO.

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EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	(10,400)*	(10,300)	(11,300)	(11,400)	(11,400)	(11,900)
TRAVEL	-0-	-0-	-0-	-0-	-0-	-0-
CONTRACTUAL	10,400	10,300	11,300	11,400	11,400	11,900
SUPPLIES	-0-	-0-	-0-	-0-	-0-	-0-
EQUIPMENT	-0-	-0-	-0-	-0-	-0-	-0-
LAND & STRUCTURES	-0-	-0-	-0-	-0-	-0-	-0-
GRANTS, CLAIMS	-0-	-0-	-0-	-0-	-0-	-0-
MISCELLANEOUS	-0-	-0-	-0-	-0-	-0-	-0-
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-

*based on a change from 24C to 22C for FY93 (includes benefits).

CAPITAL	-0-	-0-	-0-	-0-	-0-	-0-
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REVENUE						
FUND SOURCE:						

FUNDING: (Thousands of Dollars)

GENERAL FUND	-0-	-0-	-0-	-0-	-0-	-0-
FEDERAL FUNDS	-0-	-0-	-0-	-0-	-0-	-0-
OTHER						
FUND SOURCE:	-0-	-0-	-0-	-0-	-0-	-0-
TOTAL	-0-	-0-	-0-	-0-	-0-	-0-

POSITIONS:

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

Estimate of current year impact: -0-

ANALYSIS: (Attach a separate page if necessary.)

The effect of House Bill No. 459 would reduce personal services, but also increase contractual services by the same amount. The ATMC budget would not reflect a change.

Prepared By: Trudy K. Nassel for Lisa Lindgren Phone: 563-2289
 Division: Alaska Tourism Marketing Council Date: 2-21-92

Approved by Commissioner: [Signature]
 Agency: Department of Commerce and Economic Development Date: 2.21.92

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. HB 459

Revision Date: _____

Department Affected: Administration

Title: Salaries of executive officers of boards, commissions, etc.

BRU: Child Care Review Board

Sponsor: Panel

Component: Child Care Review Board

Requestor: House State Affairs

COMPONENT SERIAL NO.

1	2	0	8
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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	0	0	0	0	0	0
TRAVEL	0	0	0	0	0	0
CONTRACTUAL	0	0	0	0	0	0
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	0	0	0	0	0	0

CAPITAL	0	0	0	0	0	0
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REVENUE FUND SOURCE:	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND	0	0	0	0	0	0
FEDERAL FUNDS	0	0	0	0	0	0
OTHER FUND SOURCE:	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

POSITIONS:

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

Estimate of current year impact: 0

ANALYSIS: (Attach a separate page if necessary.)

The Citizens Review Panel for Permanency Planning is not funded.

Prepared by: Kevin Brooks, Director *KB*
 Division: Administrative Services

Phone: 465-2277
 Date: February 14, 1992

Approved by Commissioner: Nancy Bear Utter *NU*
 Agency: Administration

Date: 2/16/92

Distribution (by preparer): Leg. Fin., Legislative Sponsor, Requestor, OMB/DBR, Gov. Leg. Off., & Impacted Agency(ies).

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. HB 459

Revision Date: _____

Department Affected: Education

Title: An Act relating to hiring and salaries of executive officers of boards, commissions and authorities.

BBU: Boards and Commissions

Component: Alaska State Council on the Arts

Sponsor: Representative Parnell

Requestor: (H) State Affairs

COMPONENT SERIAL NO.

	1	9	2
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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	(26.0)					
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(26.0)					

CAPITAL						
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REVENUE FUND SOURCE:						
-----------------------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

GENERAL FUND	(26.0)					
FEDERAL FUNDS						
OTHER FUND SOURCE:						
TOTAL	(26.0)					

POSITIONS:

FULL-TIME	0					
PART-TIME						
TEMPORARY						

Estimate of current year impact:

ANALYSIS: (Attach a separate page if necessary.)

This fiscal note was prepared with the assumption that the executive director's salary will not be "frozen" at its current range and step. The "savings" generated from a Range 23-J to a Range 21-A is \$26.0.

Prepared by: Mike Maher

Phone: 465-2800

Division: Commissioner's Office

Date: 2-24-92

Approved by Commissioner: *Mike Maher* J.C.

Jerry Coyne

Agency: Education

Date: 2-24-92

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. HB 459

Revision Date: _____
Title: An Act relating to hiring and salaries of executive officers of boards, commissions and authorities.
Sponsor: Representative Parnes
Requestor: (H) State Affairs

Department Affected: Education
BRU: AK Postsecondary Education Commission
Component: Program Administration

COMPONENT SERIAL NO.

	2	1	2
--	---	---	---

Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	(21.5)					
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(21.5)					

CAPITAL						
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REVENUE FUND SOURCE:						
-----------------------------	--	--	--	--	--	--

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER FUND SOURCE: (Corp. Receipts 1022)	(21.5)					
TOTAL	(21.5)					

POSITIONS:

FULL-TIME	0					
PART-TIME						
TEMPORARY						

Estimate of current year impact:

ANALYSIS: (Attach a separate page if necessary.)

This fiscal note was prepared with the assumption that the executive director's salary will not be "frozen" at it's current range and step. The "savings" generated from a Range 27-D to a Range 24-A is \$21.5.

Prepared by: Mike Maher
Division: Commissioner's Office

Phone: 465-2800
Date: 2-24-92

Approved by Commissioner: *Mike Maher*
Agency: Education

Date: 2-24-92

STATUTE CHANGES FOR DIRECTORS

Ranges

- 20 - 22.....Drop one (1) range
- 23 - 25.....Drop two (2) ranges
- 25 - 27.....Drop three (3) ranges
- 28 & above...Drop four (4) ranges

	OLD	SALARY	NEW	SALARY	PG/LINE
Amateur Sports Authority (AS 05.40.040)	22A	53,304	21A	49,848	[1.4]
Arts, State Council on the (AS 44.27.052)	23A	57,000	21A	49,848	[6.15]
Broadcasting Commission AK Public (AS 44.21.268)	26A	67,800	23A	57,000	[4.28]
Children & Youth, AK Comm. (AS 44.19.525(5))	21A	49,848	20A	46,608	[4.18]
Domestic Violence and Sexual Assault Council (AS 18.66.050(1))	24A	61,008	22A	53,304	[3.13]
Education, Board of (AS 14.20.470)	26B	70,080	23A	57,000	[2.1]
(AS 14.35.020)	28A	72,480	24A	61,008	[2.6]
Energy Authority, AK (AS 44.83.045)	29A	75,144	25A	65,352	[5.12]
Handicapped & Gifted, Gov. (AS 47.80.070)	22A	53,304	21A	49,848	[7.4]
(AS 47.80.070)	22A	53,304	21A	49,848	[7.12]
Housing Finance Corp. (AS 18.56.052)	28A	72,480	24A	61,008	[3.4]
Human Rights Commission (AS 18.80.060)	26A	67,800	23A	57,000	[3.16]
Medicaid Rate Advisory (AS 47.07.190)	25A	65,352	22A	53,304	[5.26]
Mental Health Board (AS 47.30.664)	22A	53,304	21A	49,848	[6.18]
(AS 47.30.664)	22A	53,304	21A	49,848	[6.26]
(AS 47.30.026)	26A	67,800	23A	57,000	[6.9]
Older Alaskans Commission (AS 44.21.230)	26A	67,800	23A	57,000	[4.24]
Parole, State Board of (AS 33.16.080)	21A	49,848	20A	46,608	[3.20]
Permanency Planning, Citizens' (AS 47.10.400)	21A	49,848	20A	46,608	[6.3]
Police Standards Council (AS 18.65.220)	23A	57,000	21A	49,848	[3.9]
Postsecondary Education (AS 14.42.040)	27A	70,080	24A	61,008	[2.15]
Public Offices Commission (AS 15.13.020)	24A	61,008	22A	53,304	[2.24]
Science and Tech Foundation (AS 37.17.080)	28A	72,480	24A	61,008	[3.26]
Seafood Marketing Institute (AS 16.51.080)	26A	67,800	23A	57,000	[2.29]
Storage Tank Assistance	21A	49,848	20A	46,608	[5.21]

(AS 46.03.360)					
Tourism Marketing Council	24A	61,000	22A	53,304	(5.4)
(AS 44.33.710)					
Utilities Commission	26A	67,800	23A	57,000	(4.3)
(AS 42.05.121(a))					
Women's Commission	23A	57,000	21A	49,848	(4.14)
(AS 44.19.175)					

TOTAL		\$1,657,032		\$1,449,816	
SAVINGS OF				\$207,216	

STATE OF ALASKA
 AUTOMATED PAYROLL SYSTEM
 SALARY SCHEDULE

ORI ID APYX4100-201
 DATE: 06/27/91
 TIME: 19:42:48

BARGAINING UNIT XI LEGISLATIVE EMPLOYEES - XI AA
 SCHEDULE AA EFFECTIVE 07/01/91

RANGE NO.		STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	STEP L	STEP M	RANGE NO.
20	SALARY 37.50 H/M	1,942.50 23.91	2,016.00 24.81	2,077.50 25.57	2,155.00 26.52	2,221.00 27.34	2,302.50 28.34	2,389.00 29.40	2,478.50 30.50	2,571.50 31.65	2,668.00 32.84				20
21	SALARY 37.50 H/M	2,077.50 25.57	2,155.00 26.52	2,221.00 27.34	2,302.50 28.34	2,375.00 29.23	2,460.50 30.28	2,553.00 31.52	2,648.50 32.60	2,748.00 33.82	2,851.00 35.09				21
22	SALARY 37.50 H/M	2,221.00 27.34	2,302.50 28.34	2,375.00 29.23	2,460.50 30.28	2,542.00 31.29	2,635.00 32.43	2,734.00 33.65	2,836.50 34.91	2,943.00 36.22	3,053.50 37.50				22
23	SALARY 37.50 H/M	2,375.00 29.23	2,460.50 30.28	2,542.00 31.29	2,635.00 32.43	2,723.00 33.51	2,825.00 34.77	2,931.00 36.07	3,041.00 37.43	3,155.00 38.83	3,273.50 40.29				23
24	SALARY 37.50 H/M	2,542.00 31.29	2,635.00 32.43	2,723.00 33.51	2,825.00 34.77	2,928.50 35.94	3,028.00 37.17	3,133.50 38.57	3,251.00 40.01	3,373.00 41.51	3,499.50 43.07				24
25	SALARY 37.50 H/M	2,723.00 33.51	2,825.00 34.77	2,928.50 35.94	3,028.00 37.17	3,131.00 38.54	3,248.50 39.98	3,378.50 41.48	3,497.00 43.84	3,628.00 45.65	3,764.00 46.33				25
26	SALARY 37.50 H/M	2,825.00 34.77	2,928.50 35.94	3,028.00 37.17	3,131.00 38.54	3,248.50 39.98	3,366.00 41.43	3,492.00 42.98	3,623.00 44.59	3,750.00 46.26	3,900.00 48.00				26
27	SALARY 37.50 H/M	2,928.50 35.94	3,028.00 37.17	3,131.00 38.54	3,248.50 39.98	3,366.00 41.43	3,494.00 43.00	3,625.00 44.62	3,761.00 46.20	3,902.00 48.02	4,048.50 49.83				27
28	SALARY 37.50 H/M	3,028.00 37.17	3,131.00 38.54	3,248.50 39.98	3,366.00 41.43	3,494.00 43.00	3,615.00 44.49	3,750.50 46.16	3,891.00 47.89	4,037.00 49.49	4,188.50 51.55				28
29	SALARY 37.50 H/M	3,131.00 38.54	3,248.50 39.98	3,366.00 41.43	3,494.00 43.00	3,615.00 44.49	3,742.50 46.06	3,883.00 47.79	4,028.50 49.54	4,179.50 51.44	4,336.00 53.37				29
30	SALARY 37.50 H/M	3,248.50 39.98	3,366.00 41.43	3,494.00 43.00	3,615.00 44.49	3,742.50 46.06	3,874.50 47.69	4,020.00 49.48	4,170.50 51.33	4,327.00 53.26	4,489.50 55.24				30

SALARY SCHEDULE

** INDICATES THE PROGRAM COULD NOT CALCULATE A VALUE. AN ONLINE ENTRY ON TOL 10001 IS REQUIRED. SEE SYS. ADMIN

ITEM 6 ATTACHMENT

**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
SUMMARY INFORMATION**

SUMMARY OF BOARDS & COMMISSIONS

Board/Commission	Statutory Authority	Number of Members	Member Term	Member Compensation	State Department	Executive Director	Classification(1)	Current Salary (2)	Meetings Held
Accountancy, Alaska State Board of Public	08.04.010	7	4	standard travel & per diem	Occupational Licensing/DCED	no			3-4 times/year 12 days total
Agricultural Revolving Loan Fund Board	03.10.050	7	3	standard travel & per diem	Agriculture Division/DNR	no			18 mtgs/year 8 regulation hrs 29 days total
Alcoholic Beverage Control Board	04.06.010	9	3	standard travel & per diem		Exec. Dir. Exempt	26A 26K 06952	26K 82,812	6-10 mtgs/year 11-14 days max.
Alcoholism & Drug Abuse, Advisory Board on	44.29.100	12	4	standard travel & per diem	Alcohol & Drug Abuse Div./DHS	no	69612		4 times/year 12 days/yr max.
Amateur Sports Authority, Board of Directors	05.40.010	11	3	standard travel & per diem		Exec. Dir. Exempt	22A 22B	22C 51200	at least quarterly
Architects, Engineers & Land Surveyors, State Board of Registration for	08.42.011	9	4	standard travel & per diem	Occupational Licensing/DCED	no	51574		4 mtgs/year
Arts, State Council on the	44.27.040	11	3	standard travel & per diem		Exec. Dir. Exempt	23A 51200	23J 70345	at least quarterly 12-15 days max.
Assessment Review Board, State	43.56.010	9	no term	standard travel & per diem	Oil & Gas Audit Div./DOR	no	21A 51574		1 mtg/year 2-3 day mtg/yr
Athletic Commission	05.05.010	6	4 Comm.	standard travel & per diem	Occupational Licensing/DCED	no			at least once/year
Bald Eagle Preserve Advisory Council, AK Chapter	41.21.025	12	3	standard travel & per diem	Parks & Outdoor Recreation/DNR	no			7 times/year 7 days total
Gov. Board of Governors	06.08.040	12	3	standard travel & per diem		Not a State Position			9 times/year 18 days total
Barbers & Hairdressers, Board of	08.13.010	9	4	standard travel & per diem	Occupational Licensing/DCED	no			as necessary

**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
SUMMARY INFORMATION**

<u>Board/Commission</u>	<u>Statutory Authority</u>	<u>Number of Members</u>	<u>Member Term</u>	<u>Member Compensation</u>	<u>State Department</u>	<u>Executive Director</u>	<u>Classification(1)</u>	<u>Current Salary (2)</u>	<u>Meetings Held</u>
Big Game Commercial Services Board	08.01.010(10) 08.54.300	8	4	standard travel & per diem	Occupational Licensing/DCED	no			2 times/year + Panel mtgs 14 days max.
Block Grants Advisory Committee Education Consolidation & Improvement Act	PL 100-297	13	3	standard travel & per diem	Education Prog. Support/DOE	no			2 times/year min. 2-3 days max.
Broadcasting Commission, AK Public	44.21.256	9	3	standard travel & per diem		Exec. Dir. Pl. Exempt	26A 64572	26K 86952	4-6 times/year 15 days max
Children & Youth, Alaska Commission on	44.19.321	11	3	standard travel & per diem		Exec. Dir. Pl. Exempt	21A 47484	21B 49260	4 times/year app.
Chiropractic Examiners, Board of	08.20.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no		19B	2 times/year 6 days max.
Clemency Advisory Committee, Executive	Non-Statutory 33.20.070 & 060 relate	3	no term	none	Parole Board/ CORRECTIONS	no			4 mtgs/year app.
Critical Social Work Examiners, Board of	08.95.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			at least 1 mtg/yr
Coastal Policy Council, Alaska	44.19.155	16	2	standard travel & per diem	Coastal Program Coordinator/GOV.	no			2-4 times/year 10 days max.
Code Revision Commission	24.20.075	8	6	standard travel & per diem	Legislative Affairs	no			as determined by commission
Commercial Fisheries Entry Commission	16.42.010	3	4	Sal/exempt: all 3 are 26Cs (72465)		no			120 days/year
Commercial Fishing & Agriculture Bank Board of Dir.	44.81.010	7	3	Not to exceed \$250/day if mtg	none	no			6-7 times/year 7 days total
Compensation Commission, State Officers	39.23.200	7	4	standard travel & per diem	GOV. OFFICE	no			Every other year at call of chair

**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
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Correctional Industries Commission	33.32.070	8	4	standard travel & per diem	CORRECTIONS	no			At least 4 times/yr
Dental Examiners	08.38.010	9	4	standard travel & per diem	Occupational Licensing/DCED	no			At least 4 times/yr
Depository Options	08.71.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			2 exams/year 4 days max.
Domestic Violence and Sexual Assault Council	18.68.010	7	2	standard travel & per diem		Exec. Dir PL Exempt	24A 88104	24C 85358	4 times/year; 1 to include state wide teleconf. 18 days max.
Education, Board of	14.07.075 14.35.020 23.19.010	7	5	standard travel & per diem	EDUCATION	Ed. Comm.	28		10-11 conf mtgs/yr 5-10 days/yr for committee mtgs. 30 days max.
Electrical Examiners, Board of	08.40.011	3	4	standard travel & per diem	Occupational Licensing/DCED	no			at least once/year
Emergency Medical Services, Advisory Council	18.08.020	15	4	standard travel & per diem	Public Health Div./DHSS	no			2 mtgs & 2 tele-conferences/year 8 days max.
Emergency Response Commission	48.13.010 SARA Title III PL 99-499	18	3	standard travel & per diem	ENVIRONMENTAL CONSERVATION	no			4 times/year
Employment of People with Disabilities, Governor's Committee	23.19.220	12	3	standard travel & per diem	Employment Security Div./DOL	no			4 times/year 14 days max.
Employment Security Advisory Council	23.20.025	5	5	standard travel & per diem	Employment Security Div./DOL	no			2-3 times/year 8 days max.
Energy Authority, Alaska	44.83.010	7	4	standard travel & per diem		Exec. Dir. Exempt		29J 93188	12 times/year 48 days max.

**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
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Federal Areas in Alaska, Citizens' Advisory Commission	41.37	10	4	standard travel & per diem	NATURAL RESOURCES	Director Exempt		20E 50760	2 times/year 4 days max.
Fisheries, Board of	18.05.221(a)	7	3	\$150/day & travel for regular migs \$100 for others	Boards Division/ ADF&O	no			4 times/year 60-85 days and 10-15 days joint w/Bd of Game
Fishermen's Fund Advisory and Appeals Council	23.35.010	6	5	standard travel & per diem	Fishermen's Fund/ LABOR	Proj. Ass't classified	18A 33860	18K 45271	2 times/year 10 days max.
Forestry, Board of	41.17.041	9	3	standard travel & per diem	Forestry Division, DNR	no			4 times/year 8 days total
Game, Board of	18.05.221(b)	7	3	\$150/day & travel for regular migs \$100 for others	Boards Division/ ADF&O	no			2 times/year 35-40 days and 10-15 days joint w/Bd of Fisheries
Geographic Board, State	44.19.054	8	no term	standard travel & per diem	COMMUNITY & REG'L AFFAIRS	no			3 times/year 3 days max.
Handicapped and Gifted, Governor's Council for the	14.30.231 47.60.030 PL 100-146	18-23	3	standard travel & per diem	HEALTH & SOCIAL SERVICES	Exec. Dir. pt. exempt	22A 50760	22B 57178	3 times/year 18 days max.
Hazardous Substance Spill Technology Review Council	46.13.110	11	3	standard travel & per diem	ENVIRONMENTAL CONSERVATION	no			at call of chair or State Emergency Response Comm
Health Care Task Force, Universal	CSHB 581 (Fin) 1990	11	no term	standard travel & per diem	Planning Section/ DH&SS	no			As scheduled with DH&SS
Historic Sites Advisory Council	41.35.110	7	3	standard travel & per diem	Parks Division/ DNR	no			2-4 times/year 8 days max.
Historical Commission, Alaska	41.35.300	6	2	standard travel & per diem	IS&Arch Office DNR	no			3-4 times/year 16 days max.

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Historical Records Advisory Board	Natl Historical Publications & Records	9	3	Federal Funding Out of Pocket	State ArchMeV EDUCATION	no			2 times/year 3 days max.
Housing Authority, Alaska State	18.55.020	5	3	standard travel & per diem	COMMERCE & ECONOMIC DEV.	Exec. Dir. Exempt	Not an Actual State Position		4 times/year 12 days total
Housing Finance Corporation, Alaska	18.96.030	7	2	\$100/day; necessary expenses		Exec. Dir. Exempt	28K 118800		16 times/year 16 days max.
Human Rights Commission	18.60.010	7	5	standard travel & per diem		Div. Dir. Pt. Exempt	26A 84572	26D 75148	4 times/year 8-10 days/yr est.
Humanities Forum, Alaska	National Endowment for Humanities	13	no term	standard travel & per diem	None	Federal position			4 times/year 2-3 days/mtg.
Incentives Awards Board	29.51.110	6	no term	standard travel & per diem	Personnel Div./ ADMINISTRATION	no			as necessary
Industrial Development and Export Authority, Alaska	44.68.020	5	2	\$100/day plus nec. expenses		Exec. Dir. Exempt	28E 83853		1 time/month; maj. teleconferenced
Interstate Oil Compact Commission				None--states volunteer funds	None	no			As scheduled thru OK office
Job Training Coordinating Council	PL 300 FJTP; Admin. Order 122, 08/23/90	22	3	standard travel & per diem	Community Development/DCRA	no			as necessary
Judicial Conduct Commission on	22.30.010	9	4	standard travel & per diem	COURT SYSTEM	Exec. Dir. Exempt	26D 71568		once/qr; 1-2 days/mtg. + telecont.
Judicial Council	AK Const. Art IV, Sec 8	7	6	standard travel & per diem	COURT SYSTEM	Exec. Dir. Exempt	28B 76932		4 times/year 1-2 days/mtg
Juvenile Justice and Family Services Advisory Committee	JJ&DPA 1974; Title IV-B, SSA	15-39	3	standard travel & per diem	Family & Youth Services/DH&SS	no			2 times/year 4 days total

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Labor Relations Agency	23.05.360	3	3	standard travel & per diem	LABOR	no			15-20 times/year
Libraries, Advisory Council on	PL 90-480	12	3	standard travel & per diem	Library Div/ EDUCATION	no			1 official; 3 tele-conf; 5-6 days max.
Local Boundary Commission	AK Const Art X, Sec 12; AS 44.47.565	5	5	standard travel & per diem	Mun. & Reg'l Assistance/DCRA	no			15 times/year 25 days max.
Marine Pilots, Board of	08.62.010	7	4	standard travel & per diem	Occupational Licensing/DCED	no			1 time/yr & special mtgs at call of chair
Mechanical Examiners, Board of	08.40.230	3	4	standard travel & per diem	Occupational Licensing/DCED	no			2-3 mtgs/year
Medicaid Rate Advisory Commission	47.07.110	9	3	standard travel & per diem	HEALTH & SOCIAL SERVICES	Exec. Dir. Exempt		25F 77960	10 times/year
Medical Board, State	08.64.010	7	4	standard travel & per diem	Occupational Licensing/DCED	Exec. Sec Pt. Exempt	18A 50704	18C 43640	4 times/year
Mental Health Board, Alaska	47.30.881	13	3	standard travel & per diem	HEALTH & SOCIAL SERVICES	Exec. Dir Pt. Exempt	22A 50760	22D 58753	5 times/year 2 days/mtg
Mental Health Trust Commission Interim	ch 132 SLA 88 amended by ch 48, SLA 87	3	no term	standard travel & per diem	NATURAL RESOURCES	no			At least quarterly
Minerals Commission, Alaska	ch 98 SLA 86; ch 71, SLA 88	11	no term	standard travel & per diem	Business Development/DCED	no			at call of chair
Municipal Bond Bank Authority, Alaska	44.85.020	5	4	actual expenses incurred	REVENUE	Exec. Dir. Exempt		20E 82850	5 times/year 5 days total
Natives, Joint Federal-State Commission on Policies and Programs Affecting Alaska	PL 101-379 Section 12, 08/18/90	14	no term	state & fed emp. receive nothing; daily rate for OS-18 for others	None	no			within 30 days of commissioner's appointment

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**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
SUMMARY INFORMATION**

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North Pacific and Bering Sea Fisheries Advisory Body	PL 100-629 11/07/88	5 voting	no term	none	External/Internal Affairs/ADF&G	no			4-5 times/year
North Pacific Fishery Management Council	Magnuson Fishery Conservation & Mgmt Act	8	3	standard travel; paid by fed gov't not to exceed fed per diem rate	Commercial Fisheries/ADF&G	(fed. position)			5 times/year + committee mtgs
Nursing, Board of	08.68.010	7	4	standard travel & per diem	Occupational Licensing/DCED	Exec. Sec. Pl. Exempt	18A 38784	18J 50198	4 times/year
Nursing Home Administrators, Board of	08.70.010	3	4	standard travel & per diem	Occupational Licensing/DCED	no			2 times/year
Occupational Safety and Health Review Board	18.60.057	3	4	\$50/day plus travel/per diem	LABOR	no			4 times/year
Oil and Gas Conservation Commission, Alaska	31.05.005	3	6	Salary: 2 @ 27D; 1 @ 27E		no			Not applicable
Older Alaskans Commission	44.21.200	11	4	standard travel & per diem		Exec. Dir. pl. exempt	28A 84572	26F 80778	4 times/year at call of chair
Optometry, Board of Examiners in	08.72.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			1-2 times/year
Out-of-Home Care Review Panel, (Local Citizens)	47.10.420	20	3	none	ADMINISTRATION	no			1 in each jud. district where members reside
Pacific Marine Fisheries Commission	18.45.020	3	4	standard travel & per diem	Sportfish Div./ Fish & Game	no			2 times/year 8 days max.
Pacific Salmon Commission Northern Panel	PL 99-5; Pacific Salmon Treaty Act of 1985	7	4	standard travel & per diem paid by federal gov't; nongov't members receive other comp.	FISH & GAME	no			3 times/year 7-10 days/mtg; 3 local mtg. 2-3 days each

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Parole, State Board of	33.16.020	5	5	\$150/day plus travel & per diem	CORRECTIONS	Exec. Dir. Pl. Exempt	21A 47404	211 / 23667	4 times/year
Permanency Planning, Citizens' Review Panel for	47.10.400	10	3	Actual expenses not to exceed that authorized by AS 38.20.180	ADMINISTRATION	Exec. Dir. Pl. Exempt	21A 47404	Position vacant	2 times/year
Permanent Fund Corporation Board of Trustees, Alaska	37.13.040	6	4	\$400/day plus travel/per diem		Exec. Dir. Exempt		30 / 119904	10+ times/year
Personnel, Board	39.25.030	3	6	standard travel & per diem	Personnel Div/ ADMINISTRATION	no			4 times/year
Pharmacy, Board of	08.60.010	7	4	actual travel & standard per diem	Occupational Licensing/DCED	no			3 times/year 9 days total
Physical Therapy and Occupational Therapy Board, State	08.64.010	7	4	standard travel & per diem	Occupational Licensing/DCED	no			2 times/year
Pioneers' Homes Advisory Board	44.21.100	7	no term	standard travel & per diem	Pioneer Benefits/ ADMINISTRATION	no			3-4 times/year 15-18 days total
Police Standards Council, Alaska	18.65.140	11	4	standard travel & per diem	PUBLIC SAFETY	Administrator pl. exempt	23A 54200	23E / 82244	4 times/year 8 days max.
Postsecondary Education, Alaska Commission on	14.42.010	14	4 student is 2 years	standard travel & per diem		Exec. Dir. Exempt		27D / 77968	quarterly 10 days max.
Private Industry Council, Alaska	PL 97-300	15	3	standard travel & per diem	Community Dev/ DCRA	no			4 times/year 8 days max.
Professional Teaching Practices Commission	14.20.380	9	3	standard travel & per diem; admin. leave; state reimbursement district for > 15 days	EDUCATION	Exec. Sec. PL Exempt	23A 54200	23D / 63238	3-4 times/year 2-5 days/mo.

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Psychologist and Psychological Associate Examiners, Board of	08.88.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			3 times/year 2 days/mtg
Public Employees Retirement Board	39.35.030	9-13	6	standard travel & per diem; Physicians receive \$250/hour for disability hearings	Retirement & Ben/ ADMINISTRATION	no			2 times/year and special hrgs.
Public Offices Commission	16.13.020	5	5	\$50/day plus standard travel & per diem	ADMINISTRATION	Exec. Dir. Pl. exempt	24A 58104	24C 65350	5 times/year 15 days max.
Railroad Corporation, Board of Directors, Alaska	42.40.010	7	5	\$400/day plus standard travel & per diem	COMMERCE & ECONOMIC DEV.	CEO Exempt	Not an Actual State Position		1 time/3 months at least
Real Estate Appraisers Board of Certified	08.87.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			as needed
Real Estate Commission	08.88.011	7	4	standard travel & per diem	Occupational Licensing/DCED	Exec. Sec. Pl. Exempt	18A 38784	18C 43645	3-4 times/year 2 days/mtg.
Reapportionment Board	AK Const Art VI	5	no term	As Article VI, Section 8, AK Const. states members will be compensated	GOV. OFFICE	* Special Staff Ass't Exempt		22A 50760	As required
Recreation Rivers Advisory Board	41.23.430	13	3	None	Land & Resources Sec./DNR	no			4-6 times/year 12 days max.
Regents, University of Alaska Board of	14.40.120 Article VII, Section 3 Alaska Consti- tution	11	8 student in 2 years	standard travel & per diem	UNIVERSITY OF ALASKA	no			7 times/year

↑ IF this applies, it applies to all special staff ass't. on gov board and dept.

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Royalty Oil and Gas Development Advisory Board, Alaska	38.08.010	6	3	standard travel & per diem	Oil & Gas Div/ DNR	no			Time/place det. by chair
Rural Alaska Television Network RATNET	44.21.320 1977 FCC8HB 50; "Letter of Intent"	17	no term	standard travel & per diem	Information Svcs./ ADMINISTRATION	no			1-2 times/year 1-2 days/mtg.
Safety Advisory Council, Alaska	18.60.830	14	2	standard travel & per diem	LABOR	no			3 mtgs/year 8 days max.
Science and Engineering Advisory Commission	44.19.255	8	4	standard travel & per diem	GOV. OFFICE	no			at call of chair
Science and Technology Foundation, Alaska	37.17.010	9	4	standard travel & per diem plus \$200/day to public members for official business; not to exceed 30 days	REVENUE	Exec. Dir. exempt		28J 80014	2 times/year at least
Seafood Marketing Institute	18.51.010	18	3	standard travel & per diem		Exec. Dir. Exempt		26K 86952	4 times/year 8-10 days max.
Sentencing Commission	44.19.561	14	3	standard travel & per diem	Judicial Council GOV. OFFICE	no			At call of chair
Soil and Water Conservation Board	41.10.040	6	3	standard travel & per diem	Agriculture Div. DNR				4 days min.
Storage Tank Assistance, Board of	48.03.360	7	4	standard travel & per diem	ENVIRONMENTAL CONSERVATION	Exec. Dir. Pl. Exempt	21A 49850	21A 49850	3 times/year 3 days total
Student Loan Corporation, Alaska	14.42.120	5	no term	standard travel & per diem	EDUCATION	no			At call of chair

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Subsistence Resource Commission National Park & Park Monument	Alaska Nat'l Interest Lands Conserv. Act	21	3	Standard travel & per diem; paid by Nat'l Park Service	Subsistence Div/ FISH & GAME	no			2 times/year
Subsistence Use of Fish & Game Commission	ch 1 SLA 1990 (at 99)	15	no term	Nonstate & fed employees--trans. & per diem as in AS 39.20.180	FISH & GAME	no			No set schedule
Teachers' Retirement Board, Alaska	14.25.035	9-13	3	standard travel & per diem; Physicians receive \$250/hour for disability hearings	Retirement & Ben/ ADMINISTRATION	no			2 times/year
Telecommunications Information Council	44.19.902	23	no term	None	Div. of Policy/OMB GOV. OFFICE	no			4 times/year at least
Tourism Coordinating Committee	44.33.122	12	3	None	Tourism Div/ DCED	no			12 times/year at least
Tourism Marketing Council, Alaska	44.33.700	21	3	standard travel & per diem; for Governor's appointees	Tourism Div/ DCED	Exec. Dir. Exempt	24A SB104 *		4 times/year at least
Trans-Alaska Natural Gas Pipeline, Task force on Construction	HCS CSSB 434(Fin)(1990)	9 state emp	no term	standard travel & per diem paid by individual agency	GOV. OFFICE	no			at call of chair
Trans-Alaska Pipeline Liability Fund, Board of Trustees	Trans-Alaska Pipeline Authorization Act 43 U.S.C. Sec. 1653(c)(4); 43 CFR Part 29	10	3	Expenses of attendance at regular or special meetings	None	no			2 times/year

**STATE OF ALASKA BOARDS, COMMISSIONS AND AUTHORITIES
SUMMARY INFORMATION**

<u>Board/Commission</u>	<u>Statutory Authority</u>	<u>Number of Members</u>	<u>Member Term</u>	<u>Member Compensation</u>	<u>State Department</u>	<u>Executive Director</u>	<u>Classification(s)</u>	<u>Current Salary (2)</u>	<u>Meetings Held</u>
Uniform State Laws, National Conference of Commissioners	44.23.030	No specific number	no term	Department of Law member only; standard travel/per diem	LAW	no			1 time/year
Utilities Commission, Alaska Public	42.05.010	5	6	Sal/exempt 5 @ 25C (60756)		Exec. Dir. Pl. Exempt	26A 64572	26J 63802	Continuous hrs throughout the year
Veterinary Examiners, Board of	08.98.010	5	4	standard travel & per diem	Occupational Licensing/DCED	no			3 times/year
Violent Crimes Compensation Board	18.67.010	3	3	standard travel & per diem	PUBLIC SAFETY	Administrator classified	20A 44400	20M 63504	4.5 times/year & 10 hrs/year
Vocational and Career Education, Governor's Council	14.35.010; PL 98-524; 20 U.S.C. 2322	13	3	standard travel & per diem	EDUCATION	Exec. Dir. Exempt		24B 63239	4 times/year 8 days max.
Waste Reduction and Recycling Task Force	44.99.020 (HB 481, 1990)	12 state emp.	no term	None	ENVIRONMENTAL CONSERVATION	no			teleconferenced
Water and Wastewater Works Advisory Board	46.30.020	6	5	standard travel & per diem	Facility Const. & Operation/DEC	no			1-2 times/year 4-5 days max.
Water Resources Board	46.15.190	9	4	standard travel & per diem	Land & Water Mgm/DNR	no			2 times/year 1-3 days/mtg.
Western Interstate Commission for Higher Education	14.44.030	3	4	Actual and necessary expenses	Postsecondary Ed Comm/DOE	no			2 times/year 10 days max.
Women's Commission, Alaska	44.19.165	9	3	standard travel & per diem	GOV. OFFICE	Exec. Dir. Pl. Exempt	23A 54288	23D 60228	At call of chair
Wood-Ticket State Park Management Council	41.21.163	7	3	standard travel & per diem	Parks & Outdoor Recreation/DNR	no			4 times/year 2 days max.