

State of Alaska FY2002 Governor's Operating Budget

Department of Administration
Labor Relations
Component

Component: Labor Relations

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Component Mission

To achieve the purposes of the Public Employment Relations Act by acting as the executive branch representative in contract negotiations and contract administration matters.

Component Services Provided

- Represent the Administration in contract negotiations
- Respond on behalf of the Commissioner of Administration to grievances and complaints
- Represent the State of Alaska in arbitration, mediation, and other dispute resolution procedures
- Represent the State of Alaska at Alaska Labor Relations Agency hearings regarding unfair labor practices, unit clarification and other matters
- Provide training and consultative services to agencies on contract negotiation and administration, and establishing and administering labor-management committees

Component Goals and Strategies

ADMINISTER EXISTING COLLECTIVE BARGAINING AGREEMENTS

- Provide decision-makers with reliable data and analysis related to contract issues
- Train agency staffs on contract terms
- Prepare interpretative memos for clarification
- Establish and maintain a forum for discussion of issues surrounding implementation of terms

MAINTAIN MUTUALLY RESPECTFUL RELATIONSHIPS WITH LABOR UNIONS

- Continue to refine procedures for handling grievances and disputes in a timely manner
- Communicate timely and clearly with labor unions
- Improve Step 3 Grievance response processes assuring that all grievances are settled at the lowest possible level in the grievance process
- Continue joint state-union training efforts begun in FY 2001

DEVELOP STRONG PARTNERSHIPS WITH AGENCIES TO MORE EFFECTIVELY DEAL WITH LABOR RELATIONS ISSUES

- Collaborate with the agencies to establish efficient and effective procedures for handling grievances and disputes in a timely manner
- Develop statewide strategy for dealing consistently with labor unions
- Collaborate with agencies on dispute resolution and progressive discipline training

PREPARE FOR LABOR CONTRACT NEGOTIATIONS WHICH WILL BEGIN IN FY 2003

- Hire a Labor Relations Manager with strong negotiations experience
- Maintain at least current staffing levels
- Refresh training for all Labor Relations staff on negotiation process and skills with additional training for chief spokespersons
- Maintain professional working relationships with all unions

Key Component Issues for FY2001 – 2002

PREPARATION FOR NEGOTIATING SUCCESSOR LABOR AGREEMENTS

Staff will be primarily concerned with analyzing and studying contract issues that cause disputes or which interfere with program performance. Additional time will be spent on specific training, on developing negotiations strategies and drafting contract proposals.

Major Component Accomplishments for FY2000

- Implemented 12 newly negotiated labor agreements.
- Improved collaboration with state agencies in performing labor relations work.
- Initiated state-union joint training for human resource managers, labor relations staffs, and union officials.

Statutory and Regulatory Authority

AS 23.40.070-250

Key Performance Measures for FY2002

Measure: The percentage of grievance arbitrations won.
(Added by Legislature in FY2001 version.)

Status of FY2001 Performance Measures

	<i>Achieved</i>	<i>On track</i>	<i>Too soon to tell</i>	<i>Not likely to achieve</i>	<i>Needs modification</i>
• The percentage of grievance arbitrations won.			X		

Labor Relations
Component Financial Summary

All dollars in thousands

	FY2000 Actuals	FY2001 Authorized	FY2002 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	709.9	763.0	808.9
72000 Travel	74.8	38.8	31.8
73000 Contractual	235.9	118.1	134.3
74000 Supplies	9.4	8.0	8.0
75000 Equipment	6.7	0.0	0.0
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	1,036.7	927.9	983.0
Funding Sources:			
1004 General Fund Receipts	1,036.7	923.1	983.0
1053 Investment Loss Trust Fund	0.0	4.8	0.0
Funding Totals	1,036.7	927.9	983.0

Estimated Revenue Collections

Description	Master Revenue Account	FY2000 Actuals	FY2001 Authorized	FY2001 Cash Estimate	FY2002 Governor	FY2003 Forecast
Unrestricted Revenues						
None.		0.0	0.0	0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0	0.0	0.0
Restricted Revenues						
Investment Loss Trust Fund	51393	0.0	4.8	4.8	0.0	0.0
Restricted Total		0.0	4.8	4.8	0.0	0.0
Total Estimated Revenues		0.0	4.8	4.8	0.0	0.0

Labor Relations**Proposed Changes in Levels of Service for FY2002**

No change in service level is contemplated for FY 2002.

**Summary of Component Budget Changes
From FY2001 Authorized to FY2002 Governor**

All dollars in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2001 Authorized	927.9	0.0	0.0	927.9
Adjustments which will continue current level of service:				
-Transfer from Division of Personnel	54.0	0.0	0.0	54.0
-Year 2 Labor Costs - Net Change from FY2001	1.1	0.0	0.0	1.1
FY2002 Governor	983.0	0.0	0.0	983.0

Labor Relations**Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2001 Authorized	FY2002 Governor		
Full-time	12	12	Annual Salaries	615,560
Part-time	0	0	COLA	13,727
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	216,223
			<i>Less 4.33% Vacancy Factor</i>	(36,610)
			Lump Sum Premium Pay	0
Totals	12	12	Total Personal Services	808,900

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Clerk III	0	0	1	0	1
Labor Rel Specialist I	0	0	2	0	2
Labor Rel Specialist II	0	0	3	0	3
Labor Rel Specialist III	0	0	3	0	3
Labor Relations Mgr	0	0	1	0	1
Personnel Asst II	0	0	1	0	1
Personnel Specialist I	0	0	1	0	1
Totals	0	0	12	0	12