

State of Alaska FY2002 Governor's Operating Budget

Department of Administration
Alaska Public Offices Commission
Component

Component: Alaska Public Offices Commission

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Component Mission

To ensure the accountability to the public of candidates and public officials in accordance with the Alaska Statutes.

Component Services Provided

- Administer laws upholding the public's right to know the financial affairs of lobbyists and their employers, public officials, political groups and candidates for public office at the state and municipal level.
- Process and maintain public access to statutorily required reports, informally interpret the laws to assist persons in complying, compare and examine reports for possible violations of the laws, and enforce the laws through civil penalty assessments and complaint investigation.
- Adopt regulations, issue formal opinions, recommend legislative changes, adjudicate requests to reduce civil penalties for noncompliance with reporting requirements, recommend removal from the ballot for office in accordance with law, and adjudicate complaints through approval of settlements, civil penalty assessments, and through public hearings.

Component Goals and Strategies

PROMOTE FAIRNESS AND OPENNESS IN ELECTIONS AND MINIMIZE THE EFFECT OF UNDISCLOSED INFLUENCES ON PUBLIC DECISION-MAKING.

- Inform the electorate by providing disclosed information.
- Ensure that disclosed information is accurate and complete.
- Facilitate citizen participation in government.
- Investigate and adjudicate complaints of reporting and conduct violations.

Key Component Issues for FY2001 – 2002

The Commission has spent the last several years developing regulations to interpret major changes resulting from campaign finance reform and ethics legislation in 1996 and subsequent years. These regulations are expected to go into effect in 2001 and will apply to campaign activity and public official personal financial disclosure. The Commission will publish, distribute and provide training to interested parties during the course of the year.

A full time administrator and one part time clerk staff the Juneau office of the APOC. The Juneau office staff administers and interprets the lobbying statute and regulations, providing advice to filers and answering questions of the public and press; the office serves as the repository for lobbying activity records. Lobbying activity has grown from \$6 million in 1978 to \$12 million this year. The office also serves as the APOC presence in Juneau and Southeast Alaska, answering questions for filers and the public about campaign disclosure and public official financial disclosure, and providing forms and copies of completed reports. The administrator tracks legislation during the legislative session acting as liaison with the main office in Anchorage, and testifies on behalf of the Commission on issues and legislation affecting the agency.

As a result of this increased workload and competing demands, the Juneau office is often closed during regular business hours, especially during session. Filers and the public are unable to get answers to questions, have reports validated, or review filed reports when the office is closed.

Over the last ten years, APOC has made progress in using technology to more efficiently administer the laws under its jurisdiction. As a disclosure agency, technology is used to provide information to the public in a timely manner. As a result, the agency has many records in paper form and many in electronic form. Managing these records, because of their volume, type of storage, and format, has become a complicated and time consuming task affecting the agency's

ability to provide information to the public. Over the next several years, the agency will have to evaluate and revise its current management system to assimilate all records in order to insure efficient and accurate internal record keeping and timely service to the public.

Major Component Accomplishments for FY2000

- Successfully implemented interactive on-line campaign disclosure database containing 1997, 1998, 1999 and 2000 state, municipal and special election data. Sixty candidates and political action committees used electronic filing software developed by APOC to file campaign reports in the 2000 state election.
- 2000 state election summary information was published on APOC's web page within 5 days of candidate and group report filings. Detailed information on contributions and expenditures for all state candidate and ballot measure group reports received was published on-line before the November election. This is a first for APOC.
- The number of APOC web page visitors in 2000 grew to almost 18,000, nearly double the previous year. All report forms are available for downloading. Changes in statutes, advisory opinions, and Commission agendas are made available on-line immediately. Computers are available for use by the public in the Anchorage and Juneau offices.
- Held training seminars in Anchorage, Juneau, and Fairbanks, Mat Su Borough, Kenai Borough, and Barrow to educate filers about changes in the campaign disclosure statute and filing requirements for the 2000 state and municipal elections.
- Issued three advisory opinions. Resolved eight of twelve pending complaints; six new complaints filed during 2000 election. Resolved twelve substantial non-compliance issues.
- Reviewed thousands of campaign disclosure, personal financial disclosure and lobbying reports.

Statutory and Regulatory Authority

AS 39.50; 2 ACC 50.010-200	Public Official Disclosure Law
AS 24.45; 2 AAC 50.505-545	Regulation of Lobbying Law
AS 15.13; 2 AAC 50.310-405	Campaign Disclosure Law
AS 24.60.200-260; 2 AAC 50.705-890	Legislative Financial Disclosure Law
2 AAC 50.905-920	All four APOC laws
2 AAC 50.450-470	All four APOC laws
Article II, Sec 12	Alaska State Constitution-Lobbying

Key Performance Measures for FY2002

Measure: The average length of time taken for complaint resolution.
(Added by Legislature in FY2001 version.)

Measure: The rate of compliance by candidates and public officials.
(Added by Legislature in FY2001 version.)

Measure: The average length of time taken to disseminate reports.
(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 average length of time taken for complaint resolution.			X		
• The rate of compliance by candidates and public officials.			X		

	<i>Achieved</i>	<i>On track</i>	<i>Too soon to tell</i>	<i>Not likely to achieve</i>	<i>Needs modification</i>
• The average length of time taken to disseminate reports.			X		

Alaska Public Offices Commission
Component Financial Summary

All dollars in thousands

	FY2000 Actuals	FY2001 Authorized	FY2002 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	628.9	627.0	627.3
72000 Travel	7.5	10.9	10.9
73000 Contractual	80.9	105.7	105.7
74000 Supplies	8.4	8.7	8.7
75000 Equipment	0.0	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	725.7	752.3	752.6
Funding Sources:			
1004 General Fund Receipts	679.1	693.2	698.7
1005 General Fund/Program Receipts	46.6	53.8	53.9
1053 Investment Loss Trust Fund	0.0	5.3	0.0
Funding Totals	725.7	752.3	752.6

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						
General Fund Program Receipts	51060	46.6	53.8	46.6	53.9	46.6
Investment Loss Trust Fund	51393	0.0	5.3	5.3	0.0	0.0
Restricted Total		46.6	59.1	51.9	53.9	46.6
Total Estimated Revenues		46.6	59.1	51.9	53.9	46.6

Alaska Public Offices Commission
Proposed Changes in Levels of Service for FY2002

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	752.3	0.0	0.0	752.3
Adjustments which will continue current level of service:				
-Year 2 Labor Costs - Net Change from FY2001	0.3	0.0	0.0	0.3
FY2002 Governor	752.6	0.0	0.0	752.6

Alaska Public Offices Commission

Personal Services Information

Authorized Positions			Personal Services Costs	
	FY2001 Authorized	FY2002 Governor		
Full-time	10	10	Annual Salaries	480,545
Part-time	1	1	COLA	11,593
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	175,455
			<i>Less 6.04% Vacancy Factor</i>	(40,293)
			Lump Sum Premium Pay	0
Totals	11	11	Total Personal Services	627,300

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Administrative Assistant	1	0	0	0	1
Administrative Clerk II	0	0	1	0	1
Administrative Clerk III	1	0	0	0	1
Asst Dir APOC	1	0	0	0	1
Exec Dir APOC	1	0	0	0	1
Investigator III	1	0	0	0	1
Paralegal Asst II	3	0	0	0	3
Project Coord	0	0	1	0	1
Secretary	1	0	0	0	1
Totals	9	0	2	0	11