

State of Alaska
FY2014 Governor's Operating Budget

Department of Labor and Workforce Development
Workers' Compensation Appeals Commission
Component Budget Summary

Component: Workers' Compensation Appeals Commission

Contribution to Department's Mission

The Workers' Compensation Appeals Commission component contributes to the department's mission by ensuring timely, thoughtful, well-reasoned and sound decisions on appeals from final decisions and orders of the Workers' Compensation Board.

Core Services

- Adjudicate appeals from disputed Workers' Compensation Board decisions fairly, deliberate carefully, and provide timely decisions.
- Develop a sound, consistent, well-reasoned administrative interpretation of the workers' compensation law for the guidance of insurers, employers, workers, and the Board.

Major Component Accomplishments in 2012

During FY2012, the Workers' Compensation Appeals Commission:

- Reduced the time lag from record closure to written decision issuance to 62 days, compared to 75 days in FY2011.
- In cooperation with the Alaska Labor Relations Agency, attracted two volunteer summer law interns who received six weeks of intensive training.

Key Component Challenges

No key component challenges.

Significant Changes in Results to be Delivered in FY2014

No significant changes in results to be delivered are anticipated.

Statutory and Regulatory Authority

Statutory Authority:

AS 23.30.007 - .009

Workers' Compensation Appeals Commission

Contact Information

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Workers' Compensation Appeals Commission Component Financial Summary			
		<i>All dollars shown in thousands</i>	
	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	315.1	368.5	369.2
72000 Travel	2.7	18.7	18.7
73000 Services	149.7	187.4	187.4
74000 Commodities	27.7	5.0	5.0
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	495.2	579.6	580.3
Funding Sources:			
1157 Workers Safety and Compensation Administration Account	495.2	579.6	580.3
Funding Totals	495.2	579.6	580.3

Estimated Revenue Collections				
Description	Master Revenue Account	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
Unrestricted Revenues				
Workers Safety & Compensation Admin	51078	495.2	579.6	580.3
Unrestricted Total		495.2	579.6	580.3
Restricted Revenues				
None.		0.0	0.0	0.0
Restricted Total		0.0	0.0	0.0
Total Estimated Revenues		495.2	579.6	580.3

**Summary of Component Budget Changes
From FY2013 Management Plan to FY2014 Governor**

All dollars shown in thousands

	<u>Unrestricted Gen (UGF)</u>	<u>Designated Gen (DGF)</u>	<u>Other Funds</u>	<u>Federal Funds</u>	<u>Total Funds</u>
FY2013 Management Plan	0.0	579.6	0.0	0.0	579.6
Adjustments which will continue current level of service:					
-FY2014 Salary and Health Insurance Increases	0.0	0.7	0.0	0.0	0.7
FY2014 Governor	0.0	580.3	0.0	0.0	580.3

Workers' Compensation Appeals Commission Personal Services Information					
Authorized Positions			Personal Services Costs		
	FY2013 Management Plan	FY2014 Governor			
Full-time	3	3	Annual Salaries		193,401
Part-time	0	0	Premium Pay		0
Nonpermanent	0	0	Annual Benefits		117,559
			<i>Less 2.86% Vacancy Factor</i>		(8,890)
			Lump Sum Premium Pay		0
			Board Honoraria		67,130
Totals	3	3	Total Personal Services		369,200

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Chair, Wkrs Comp Appeals Comm	1	0	0	0	1
Law Office Assistant I	1	0	0	0	1
Law Office Assistant II	1	0	0	0	1
Totals	3	0	0	0	3

Component Board Summary					
Board Description	Member Count	Pay Per Day	Budgeted Days	Additional Pay	Total Cost
Workers Compensation Appeals Commission	4	400.00	39	0.00	67,129.92
Total					67,129.92

Component Detail All Funds
Department of Labor and Workforce Development

Component: Workers' Compensation Appeals Commission (AR28320) (2816)

RDU: Workers' Compensation (112)

	FY2012 Actuals	FY2013 Conference Committee	FY2013 Authorized	FY2013 Management Plan	FY2014 Governor	FY2013 Management Plan vs FY2014 Governor	
71000 Personal Services	315.1	368.5	368.5	368.5	369.2	0.7	0.2%
72000 Travel	2.7	18.7	18.7	18.7	18.7	0.0	0.0%
73000 Services	149.7	187.4	187.4	187.4	187.4	0.0	0.0%
74000 Commodities	27.7	5.0	5.0	5.0	5.0	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Totals	495.2	579.6	579.6	579.6	580.3	0.7	0.1%
Fund Sources:							
1157 Wrkrs Safe (DGF)	495.2	579.6	579.6	579.6	580.3	0.7	0.1%
Unrestricted General (UGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Designated General (DGF)	495.2	579.6	579.6	579.6	580.3	0.7	0.1%
Other Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
Permanent Full Time	3	3	3	3	3	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

Change Record Detail - Multiple Scenarios With Descriptions
Department of Labor and Workforce Development

Component: Workers' Compensation Appeals Commission (2816)

RDU: Workers' Compensation (112)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2013 Conference Committee To FY2013 Authorized *****												
FY2013 Conference Committee												
ConfCom		579.6	368.5	18.7	187.4	5.0	0.0	0.0	0.0	3	0	0
1157 Wrkrs Safe		579.6										
Subtotal		579.6	368.5	18.7	187.4	5.0	0.0	0.0	0.0	3	0	0
***** Changes From FY2013 Authorized To FY2013 Management Plan *****												
Subtotal		579.6	368.5	18.7	187.4	5.0	0.0	0.0	0.0	3	0	0
***** Changes From FY2013 Management Plan To FY2014 Governor *****												
FY2014 Salary and Health Insurance Increases												
SalAdj		0.7	0.7	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1157 Wrkrs Safe		0.7										
FY2014 Salary and Health Insurance increase : \$0.7												
FY2014 Health Insurance increase of \$59.00 per month per employee - from \$1,330 to \$1,389 per month Non-covered: \$0.7												
Totals		580.3	369.2	18.7	187.4	5.0	0.0	0.0	0.0	3	0	0

Personal Services Expenditure Detail
Department of Labor and Workforce Development

Scenario: FY2014 Governor (10289)
Component: Workers' Compensation Appeals Commission (2816)
RDU: Workers' Compensation (112)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	GF Amount
07-3066	Law Office Assistant I	FT	A	GP	Anchorage	200	11C / D	12.0		36,882	0	0	29,515	66,397	66,397
07-3067	Law Office Assistant II	FT	A	GP	Anchorage	200	13D / E	12.0		43,155	0	0	31,710	74,865	74,865
07-X001	Chair, Wkrs Comp Appeals Comm	FT	A	XE	Anchorage	NAA	27E	12.0		113,364	0	0	56,334	169,698	169,698

	Total Positions	New	Deleted	Total Salary Costs:	193,401
Full Time Positions:	3	0	0	Total COLA:	0
Part Time Positions:	0	0	0	Total Premium Pay::	0
Non Permanent Positions:	0	0	0	Total Benefits:	117,559
Positions in Component:	3	0	0	Total Pre-Vacancy:	310,960
				Minus Vacancy Adjustment of 2.86%:	(8,890)
				Total Post-Vacancy:	302,070
Total Component Months:	36.0			Plus Lump Sum Premium Pay:	0
				Plus Board Honoraria Pay:	67,130
				Personal Services Line 100:	369,200

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1157 Workers Safety and Compensation Administration Account	310,960	302,070	100.00%
Total PCN Funding:	310,960	302,070	100.00%

Note: If a position is split, an asterisk (*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (**) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

Line Item Detail
Department of Labor and Workforce Development
Travel

Component: Workers' Compensation Appeals Commission (2816)
RDU: Workers' Compensation (112)

Line Number	Line Name		FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
72000	Travel		2.7	18.7	18.7
Expenditure Account	Servicing Agency	Explanation	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
72000 Travel Detail Totals			2.7	18.7	18.7
72110	Employee Travel (Instate)	Travel for staff to coordinate and administer program activities (airfare, hotel and per diem expenses).	0.4	2.5	2.5
72120	Nonemployee Travel (Instate Travel)	Travel expenses for Workers' Compensation Appeals Commission members to attend hearings (airfare, hotel and per diem expenses).	1.2	12.7	12.7
		This expense is anticipated to increase due to the recent appointment of a Commission member outside of the Anchorage area. There is also a commission vacancy that could be filled by another outside of Anchorage appointee.			
72420	Nonemployee Travel (Out of state Emp)	Travel expenses for a contracted trainer to provide training to commission members.	1.1	3.5	3.5

Line Item Detail
Department of Labor and Workforce Development
Services

Component: Workers' Compensation Appeals Commission (2816)

RDU: Workers' Compensation (112)

Line Number	Line Name			FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
73000	Services			149.7	187.4	187.4
Expenditure Account				FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
73000 Services Detail Totals				149.7	187.4	187.4
73025	Education Services		National memberships, education conference fees	0.0	2.2	2.2
73075	Legal & Judicial Svc		Legal services, depositions, transcriptions	25.8	26.0	26.0
73154	Software Licensing	Admin	Software licensing fee chargeback (I/A transfer to DOA)	0.1	0.1	0.1
73156	Telecommunication		Long distance expenses	0.1	0.1	0.1
73169	Federal Indirect Rate Allocation	Management Services	Indirect cost allocation for departmental purchasing, state accounting, federal accounting reports, personnel training, contracts, and fiscal services provided by Management Services (I/A transfer to Management Services)	15.8	18.4	18.4
73225	Delivery Services		Includes both freight and courier charges for mailing.	2.0	2.0	2.0
73254	Dp Operations Alloc	Data Processing	Allocation for Data Processing network and supportive services (I/A transfer to Data Processing)	4.9	5.0	5.0
73450	Advertising & Promos		Advertising expenses for regulations and commission meetings	0.9	2.0	2.0
73525	Utilities		Rewiring and new computer cables	0.0	2.0	2.0
73675	Equipment/Machinery		Machine and equipment repair and maintenance	2.2	2.5	2.5
73750	Other Services (Non IA Svcs)		Printing of forms, letterhead, envelopes, statutes and program booklets, also include interpreter services	0.7	13.5	13.5
73805	IT-Non-Telecommunication	Admin	Computer services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	1.7	1.9	1.9
73806	IT-Telecommunication	Admin	Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	7.0	7.0	7.0
73809	Mail	Admin	Centralized mail services chargeback (I/A transfer to DOA)	0.1	0.1	0.1
73810	Human Resources	Admin	Human resource services chargeback (I/A transfer to	1.6	1.9	1.9

Line Item Detail
Department of Labor and Workforce Development
Services

Component: Workers' Compensation Appeals Commission (2816)

RDU: Workers' Compensation (112)

Expenditure Account		Servicing Agency	Explanation	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
73000 Services Detail Totals				149.7	187.4	187.4
			DOA)			
73811	Building Leases	Admin	Building leases chargeback (I/A transfer to DOA)	77.2	80.0	80.0
73812	Legal	Admin	Legal services (I/A transfer to Law)	0.1	1.0	1.0
73813	Auditing	Admin	Auditing services chargeback (I/A transfer to DOA)	0.1	0.1	0.1
73814	Insurance	Admin	Risk management services chargeback (I/A transfer to DOA)	0.1	0.1	0.1
73815	Financial	Admin	State payroll and accounting system chargeback (I/A transfer to DOA)	0.1	0.2	0.2
73816	ADA Compliance	Admin	Americans with Disabilities Act chargeback (I/A transfer to DOA)	0.0	0.1	0.1
73819	Commission Sales (IA Svcs)	Admin	State Travel Office (I/A transfer to DOA)	0.1	0.3	0.3
73821	Hearing/Mediation (IA Svcs)	Admin	Judicial writing course	9.1	20.9	20.9

Line Item Detail
Department of Labor and Workforce Development
Commodities

Component: Workers' Compensation Appeals Commission (2816)
RDU: Workers' Compensation (112)

Line Number	Line Name	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
74000	Commodities	27.7	5.0	5.0

Expenditure Account	Servicing Agency	Explanation	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
74000 Commodities Detail Totals			27.7	5.0	5.0

74200	Business	Purchase of books and library service from Westlaw for research; general office supplies	27.7	5.0	5.0
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FY2012 expenditures were higher than normal due to the purchase of new hearing recording equipment and computers to replace outdated equipment.

Unrestricted Revenue Detail
Department of Labor and Workforce Development

Component: Workers' Compensation Appeals Commission (2816)
RDU: Workers' Compensation (112)

Master Account	Revenue Description	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
51078	Workers Safety & Compensation Admin	495.2	579.6	580.3

Detail Information

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2012 Actuals	FY2013 Management Plan	FY2014 Governor
51078	Workers Safety & Compensation Admin	Workers' Comp Appeals Comm	07320600	11173	495.2	579.6	580.3

The Workers' Safety and Compensation Administration Account (AS 23.05.067) is funded by assessing a fee (1.82 percent since 2003) against the premiums paid by employers for workers' compensation insurance; for those self-insured employers, the amount is 2.7 percent of the claims paid.

These funds are used to support operations of the Workers' Compensation Appeals Commission.

Inter-Agency Services
Department of Labor and Workforce Development

Component: Workers' Compensation Appeals Commission (2816)

RDU: Workers' Compensation (112)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2013		
				FY2012 Actuals	Management Plan	FY2014 Governor
73154	Software Licensing	Software licensing fee chargeback (I/A transfer to DOA)	Inter-dept Admin	0.1	0.1	0.1
73154 Software Licensing subtotal:				0.1	0.1	0.1
73169	Federal Indirect Rate Allocation	Indirect cost allocation for departmental purchasing, state accounting, federal accounting reports, personnel training, contracts, and fiscal services provided by Management Services (I/A transfer to Management Services)	Intra-dept Management Services	15.8	18.4	18.4
73169 Federal Indirect Rate Allocation subtotal:				15.8	18.4	18.4
73254	Dp Operations Alloc	Allocation for Data Processing network and supportive services (I/A transfer to Data Processing)	Intra-dept Data Processing	4.9	5.0	5.0
73254 Dp Operations Alloc subtotal:				4.9	5.0	5.0
73805	IT-Non-Telecommunication	Computer services Enterprise Productivity Rates (EPR) chargeback (I/A transfer to DOA)	Inter-dept Admin	1.7	1.9	1.9
73805 IT-Non-Telecommunication subtotal:				1.7	1.9	1.9
73806	IT-Telecommunication	Telecommunications Enterprise Productivity Rates (EPR) and Private Branch Exchange (PBX) chargeback (I/A transfer to DOA)	Inter-dept Admin	7.0	7.0	7.0
73806 IT-Telecommunication subtotal:				7.0	7.0	7.0
73809	Mail	Centralized mail services chargeback (I/A transfer to DOA)	Inter-dept Admin	0.1	0.1	0.1
73809 Mail subtotal:				0.1	0.1	0.1
73810	Human Resources	Human resource services chargeback (I/A transfer to DOA)	Inter-dept Admin	1.6	1.9	1.9
73810 Human Resources subtotal:				1.6	1.9	1.9
73811	Building Leases	Building leases chargeback (I/A transfer to DOA)	Inter-dept Admin	77.2	80.0	80.0
73811 Building Leases subtotal:				77.2	80.0	80.0
73812	Legal	Legal services (I/A transfer to Law)	Inter-dept Admin	0.1	1.0	1.0
73812 Legal subtotal:				0.1	1.0	1.0
73813	Auditing	Auditing services chargeback (I/A transfer to DOA)	Inter-dept Admin	0.1	0.1	0.1
73813 Auditing subtotal:				0.1	0.1	0.1
73814	Insurance	Risk management services chargeback (I/A transfer to DOA)	Inter-dept Admin	0.1	0.1	0.1
73814 Insurance subtotal:				0.1	0.1	0.1
73815	Financial	State payroll and accounting system chargeback (I/A transfer to DOA)	Inter-dept Admin	0.1	0.2	0.2
73815 Financial subtotal:				0.1	0.2	0.2
73816	ADA Compliance	Americans with Disabilities Act chargeback (I/A transfer to DOA)	Inter-dept Admin	0.0	0.1	0.1
73816 ADA Compliance subtotal:				0.0	0.1	0.1
73819	Commission Sales (IA Svcs)	State Travel Office (I/A transfer to DOA)	Inter-dept Admin	0.1	0.3	0.3

Inter-Agency Services
Department of Labor and Workforce Development

Component: Workers' Compensation Appeals Commission (2816)
RDU: Workers' Compensation (112)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2012 Actuals	FY2013	
					Management Plan	FY2014 Governor
			73819 Commission Sales (IA Svcs) subtotal:	0.1	0.3	0.3
73821	Hearing/Mediation (IA Svcs)	Judicial writing course	Inter-dept Admin	9.1	20.9	20.9
			73821 Hearing/Mediation (IA Svcs) subtotal:	9.1	20.9	20.9
			Workers' Compensation Appeals Commission total:	118.0	137.1	137.1
			Grand Total:	118.0	137.1	137.1