

# THE ADVISOR

*High moral and ethical standards are essential to assure the trust, respect, and confidence of the people of Alaska.*



**SELECT COMMITTEE ON LEGISLATIVE ETHICS**

**FEBRUARY 2021**

## New Employees Only: 2021 Legislative Ethics Training

AS 24.60.155 requires that all legislators and legislative employees, who will serve over a 30-day time period, complete a legislative ethics course administered by the Select Committee on Legislative Ethics within 30 days of beginning service.

You can access the training video by visiting <http://ethics.akleg.gov/training.php> and following these steps. **Note: There are useful the documents accompanying the training link.**

1. Log in with your computer login (not your email address) and password. If you do not have a computer login, contact [Media.Services@akleg.gov](mailto:Media.Services@akleg.gov) or 465-6437 for assistance.
2. **Complete all three training segments, which will take about three hours.**
3. When you finish viewing the segments, make sure to click on the **Submit training completion to Ethics Office** link at the bottom of the page to affirm completion.

Contact the Ethics Office at 907-269-8179 or [Ethics.Committee@akleg.gov](mailto:Ethics.Committee@akleg.gov) for more information.

### Committee Members

Lee Holmes, Chair

H. Conner Thomas

Skip Cook

Deb Fancher

Joyce M. Anderson

Sen Tom Begich

Sen David Wilson

Rep TBD

Rep TBD

### Staff

Jerry D. Anderson,  
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269-0150

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269-8179

## Campaign Fundraising Restrictions

Remember that AS 24.60.031(a) and (b) prohibit campaign fundraising

*...on a day when either house of the legislature is in regular or special session, solicit or accept a contribution or a promise or pledge to make a contribution...*

Check for and remove donation language and payment buttons from your own campaign websites during session.

Restrictions extend to local, state, and federal elections. Before participating in any fundraising activity for candidates for local, state, or federal office, contact the ethics office at [Ethics.Committee@akleg.gov](mailto:Ethics.Committee@akleg.gov) or 907-269-0150 for further details.

### In This Issue

- ◆ New Employees Only: 2021 Legislative Ethics Training
- ◆ Campaign fund raising restrictions
- ◆ Annual ethics disclosures due February 18, 2021
- ◆ File your ethics disclosures online
- ◆ APOC Legislative Financial Disclosures
- ◆ Contact the Ethics Office

## Annual ethics disclosures due February 18, 2021 (corrected date)

All legislators, legislative employees, and public members of the Ethics Committee are required to file annual disclosures within 30 days after the first day of session (February 18, 2021).

Annual disclosure examples include:

- Close economic associations
- Close economic association with a lobbyist spouse or partner
- Participation in state benefit and loan programs. See Appendix C in the Standards of Conduct Handbook for more information.
- Interest in state contracts and leases of \$5,000 or more
- Board membership with one or more of the following powers: advisory, investigatory, managerial, or supervisory power — even if you have no voting power — in a:
  - \* Non-profit
  - \* For profit
  - \* Religious
  - \* Educational
  - \* Condo Association
  - \* Native Corporation
  - \* Governmental or National Board.

Contact the ethics office at 269-0150 or 269-8179 for more information.

### File Your Ethics Disclosures Online

1. Go to <http://intranet.akleg.gov/> and scroll down to the “File an Ethics Disclosure” section and click.
2. Go to the line that begins with “CLICK HERE.”
3. Double click on the word “HERE.”
4. Enter your credentials (your computer log-in, not your email address).
5. Click on the type of disclosure you want to file.
6. Complete the form using drop down menus when available. **(Provide complete information. Gifts of travel are for the purpose of obtaining information about matters of legislative concern. Include one or two sentences about how the information you obtained is a matter of legislative concern.)**
7. Check your completed disclosure for accuracy, sign, and submit.

Contact the ethics office at 269-0150 or 269-8179 for more information.

### APOC Legislative Financial Disclosures

Legislators and legislative directors must file an annual report with the Alaska Public Offices Commission by Monday, March 15, 2021. Legislative staff is permitted to help with preparing and filing a legislator’s annual financial disclosure on state time using a government computer.

If you have questions, call APOC at 276-4176.

For a four-page detailed instruction handout for online filing or for other information, contact the Ethics Office at 269-0150 or 269-8179 for more information.

#### DISCLAIMER

*Information in this newsletter is given as a general overview. Your circumstances may require more specific information and advice. Please contact the ethics office if you have any questions as to whether your intended action is in compliance with the Ethics Act AS 24.60.*