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DECEMBER 2011 EDITION

Happy Holidays!

2012 Ethics Training for New Employees

As you prepare for the 2012 Legislative Session, keep in mind new legislative employees are required to attend ethics training within the first ten days of session.

In-person Ethics Training is scheduled as follows:

**Friday, January 13
8:30 am - Noon
Terry Miller Office
Building Gym**

If you or new staff are unable to attend on January 13, please call *Linda Leigh at 269-8179* to make alternate arrangements.

A "2012 Standards of Conduct Handbook" will be distributed at the class.

RETURNING LEGISLATIVE EMPLOYEES WHO WISH TO REFRESH THEIR KNOWLEDGE OF LEGISLATIVE ETHICS DO'S & DON'TS ARE ALSO WELCOME!

Online training will be available in February.



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QUOTE OF THE MONTH

"Ethics must come first. Without it there is little or no respect for elected officials. Without respect, there is no credibility. Without credibility, leadership is impossible. And leadership is necessary to address the tough issues in the years ahead."

Paul R. Leonard
Lt. Gov. of Ohio
1987-1991

Is your office considering hiring an intern for the 2012 Legislative Session?

Legislative internship programs, (other than those sponsored by the University of Alaska*), must be approved by the Ethics office, pursuant to AS 24.60.080(h) and the committee's Rules of Procedure, Section 2(f), Internship Program Approval.

Below is a list of LEGISLATIVE INTERNSHIPS that HAVE BEEN APPROVED:



- ❖ First Alaskans Institute
- ❖ JobXperience Internship
- ❖ McCombs School of Business
- ❖ Mercer University
- ❖ DePaul University
- ❖ Tlingit/Haida Tribal Vocational Rehabilitation (TVR) Program
- ❖ IDEA (Individuals with Disabilities Education Act) Alaska Close Up Program
- ❖ MASST (Mature Alaskans Seeking Skills Training) Intern Program
- ❖ Bob Jones University
- ❖ REACH, Inc.

The process is quick and easy! For additional information visit the Ethics Website at <http://ethics.legis.state.ak.us>

*A legislative internship program through the University of Alaska is established by the Legislative Council under AS 24.20.060(8).

Ethics Committee Meeting

Friday, January 20, 2012

9:00 a.m.

Butrovich Room, 2nd Floor

State Capitol, Juneau

Committee will discuss
Advisory Opinion request
defining tickets to charity events



Heads Up Regarding Incumbent Candidate Campaign Website - 2012 Legislative Session

Important Information!

ALL VERBIAGE AND VISUALS REFERENCING “SOLICITING” CAMPAIGN CONTRIBUTIONS MUST BE REMOVED FROM CAMPAIGN WEBSITES DURING A LEGISLATIVE SESSION.

- You may state, “Campaign contributions cannot be accepted during a legislative session”.



- However, you may not include a statement similar to, “Check back after session for information on how to donate”.



AS 24.60.031(b)

A legislator may not request or accept a contribution, or a promise, or pledge to make a contribution, for the legislator’s own campaign for state or municipal office, while the legislature is in regular or special session.

Additional Session Fundraising Restrictions

Legislator

A legislator may not solicit or accept a contribution or a promise or pledge to make a contribution:

- ♦ for another candidate in an election for municipal, state or federal office;
- ♦ to influence a state ballot proposition or question
- ♦ for a political party

Legislative Employee

Only restricted to state or municipal office.

Campaign Materials and Legislative Contact Information

A “**Letter of Intent**” filed with the Alaska Public Offices Commission and/or “**Declaration of Candidacy**” filed with the State Division of elections may NOT contain any legislative contact information.

If this is the case, please notify APOC at 276-4176 or the State Division of Elections at 465-3049 to make changes to these forms.

Please check your **campaign website** and all **campaign literature** to make sure legislative contact information is not listed on either.

USE OF CELL PHONE, SMART PHONE, ETC.

ETHICAL CONSIDERATIONS

FROM AN ETHICS POINT OF VIEW

If legislative funds or a legislator's Office Allowance Account funds are used to purchase a cell phone, smart phone, etc., you may only use it for personal and legislative purposes. The devices cannot be used for any activities related to campaigning, political fundraising or for involvement in, or support of, or opposition to, partisan political activity AS 24.60.030(a)(2) and AS 24.60.030(a)(5).

Using a personal cell phone, smart phone, etc. allows you to use it for legislative related purposes, personal purposes and campaign-

related purposes. There are no ethical prohibitions.



OTHER FACTORS TO CONSIDER

Public Records Requests:

Questions related to possible public records requests for legislative records on these devices should be directed to LAA Legal at 465-2450.

If you wish to review the Legislature's Record Policy adopted by Legislative Council on June 25, 2007, click "[HERE](#)"

REIMBURSEMENT FOR LEGISLATIVE USE OF PERSONAL DEVICE:

If there is justification for the device to be used for legislative purposes, you may be eligible to receive a fixed monthly allowance allocated for legislative work. Information is located on the Legislature's Intranet page under "Accounting." The request form is titled "Alaska Legislature Allowance for Employee-owned Electronic Communication Device."

Reference Advisory Opinion 07-07

"A legislator may not use or authorize the use of state resources for the purpose of political fundraising or campaigning, and a legislator may not require a legislative employee to perform services on government time that assists in political party or candidate activities, campaigning or fundraising.....Legislative employees may respond to incidental campaign activities under AS 24.60.030(h). The committee interprets AS 24.60.030(h) to mean that, in spite of the prohibitions in (a)(5), responding to incidental campaign activities, such as unsolicited campaign calls received at a campaigning legislator's legislative office, is permitted.

Calls generated from a legislative phone number on campaign material do NOT fall in the unsolicited category nor are they beyond the legislator's control. By including the legislative phone number, the legislator is authorizing and requiring the use of state resources (office equipment and staff) for campaign activities in violation of the Act. The fact the number of campaign-related-calls may be nominal or limited, is not relevant."