



## **Appointment Process FAQ**

### **Why should I serve on a board?**

Serving on a board or commission is not only critical to the function of state government, but it is also impactful to the user groups affected by each board. It is a great way to: experience how governing works; network with others; build your resume; and give back to your state by volunteering. These positions are truly a public service and save the state thousands of dollars every year. We appreciate everyone who even considers serving in some capacity.

### **What types of boards are there?**

There are numerous types of boards; however, they primarily fall into eight different categories with many crossing multiple categories.

1. Licensing boards
2. Regulatory boards
3. Adjudicatory boards
4. Quasi-independent state agencies
5. Advisory boards
6. Fiduciary boards
7. Federal boards
8. Interstate compacts

The titles "board", "council", and "commission" are used interchangeably and are titled as such through legislation. Titles alone may not always give an indication of the board function.

### **What is the commitment level of serving on a board?**

The time commitment is board specific, but generally depends on the type of board. For example, while licensing boards typically have quarterly meetings, advisory boards may only meet once or twice a year, and some adjudicatory schedules are dictated by their docket.

### **How do I apply for a board?**

You can apply online, by email, mail, fax, and in person. Please visit [www.boards.alaska.gov/apply](http://www.boards.alaska.gov/apply). If you need assistance, please call our office at 907-269-0006.

### **When should I apply for a board?**

You can apply for any board at any time. The seat expiration date is listed on each board roster. Typically, the screening of applicants begins one to three months in advance of a term beginning. Our boards are made up of volunteers, we never know when an opening will occur, so please feel free to apply even if you do not see a current or upcoming opening.

### **What is Legislative confirmation?**

Certain boards require a majority of Legislators to vote to confirm appointees. Our Legislative Confirmation FAQ can be found [here](#) or at [www.boards.alaska.gov/resources](http://www.boards.alaska.gov/resources).

### **What is a financial disclosure (AS 39.50)?**

A financial disclosure is a general report about your household income. It is a disclosure of the approximate income of your household (including yourself, your spouse, and your dependent children)

and from where your income is derived. The disclosure is filed with the Alaska Public Offices Commission (APOC) and is also known as an APOC filing. You can find directions to file your disclosure [here](#). If you have specific questions, please reach out to APOC directly at 907-276-4176.

The purpose of the disclosure is to encourage accountability in government, discourage public officials from acting on personal or business interests, and to develop public confidence in officials. Only certain public officials are required to disclose information about their personal finances.

Financial disclosures are due according to the following schedule: the first disclosure is due within 30 days from the date that the Oath of Office is signed or financial compensation is received; every March 15 covering the previous calendar year; and 90 days from the last date of service. It is important to comply, as failure to file on time will result in a penalty accruing immediately at \$10 per day (AS 39.50.135).

### **How do I find out if a board is subject to legislative confirmation or financial disclosure?**

Each board has a fact sheet on our website that will tell you. You can find the fact sheets at [www.boards.alaska.gov/boards](http://www.boards.alaska.gov/boards).

### **What is the Open Meetings Act?**

Every board meeting is open to the public and records are preserved in perpetuity. Our Open Meetings Act FAQ can be found [here](#) or at [www.boards.alaska.gov/resources](http://www.boards.alaska.gov/resources).

### **Is my application subject to Public Records requests?**

Yes. It is important to understand that the application you submit can be requested by a member of the public according to the Alaska Public Records Act (AS 40.25.110-120), however, our office redacts all sensitive personal contact information. If you are appointed to a board that requires Legislative confirmation, your redacted application and resume will be sent to the Legislature and added to the public record.

### **How many boards can I apply for?**

You can apply for as many as you wish; however, the online application is only capable of accepting eight options. If you wish to apply for more, please email us at [boards@alaska.gov](mailto:boards@alaska.gov) or submit a paper/digital application.

### **Will there be an interview?**

Applicants may be asked for an in-person or telephonic interview.

### **When and how will I know if I am appointed?**

After the Governor makes appointments to vacant seats, you will hear from staff at Boards and Commissions either via phone or email to inform you.

### **How can I check on the status of my application?**

Please call our office at 907-269-0006 to inquire about the status of your application.

### **How do I submit letters of recommendation for my appointment?**

Letters of recommendation are not required for appointment. If there are people who would like to express support, they may submit letters by mail or email to [boards@alaska.gov](mailto:boards@alaska.gov).

### **How long is my application active for?**

One calendar year from the date of submission. A current application is required to be considered for an open seat.

**Do I have to be 'perfect' to serve on a board?**

No, you do not. You should be willing to speak to any civil, criminal, or professional licensing issues you might have with Boards and Commissions staff and prepared to discuss with the Legislature on the public record if your appointment requires confirmation.

**Social media and my appointment.**

While a presence on social media is protected by your First Amendment right, we strongly encourage you to consider using all available privacy settings. All members appointed to serve are considered public officials by the Constitution and therefore should be mindful of their social media as a reflection on the State and the industry they are serving.

**Can I be a state employee and serve on a board?**

Yes, most of the boards allow active state employees to serve. There are a few boards that Alaska Statutes prohibit employees from being appointed to. This information can be found under the prohibitions section of each board fact sheet. Please note active Legislative employees are not permitted to serve on boards unless a specific seat is designated for the Legislative branch.

**Do I have to live in Alaska?**

Yes, you do. Snow birding is acceptable, but your residency must be in Alaska. There are a few exceptions to the residency requirement, which is outlined in statute for specific boards.

**Do I have to be a registered voter?**

You must be a registered voter prior to the last general election to serve. Statute does provide for some expectations.

**Can I serve on a board that a family member is serving on?**

While there is no legal prohibition, our office aims to meet the highest ethical standards and any such appointment would be considered in the light.

**If I must miss work to attend a meeting, will I be reimbursed wages?**

Most boards are not compensated. If travel is required, you will receive per diem and travel expenses.

**Can I attend all meetings telephonically?**

Yes, you can. This is something you should discuss with your fellow board members.

**When I am on a board, am I eligible for State of Alaska insurance coverage?**

No. As these positions are voluntary, there is no compensation or benefits provided.