

THE SUPREME COURT OF THE STATE OF ALASKA
ORDER NO. 613

Relating to Magistrate
Salaries.

IT IS ORDERED:

Supreme Court Order No. 570 is rescinded and the following is adopted as the magistrate salary schedule:

1. There are established six salary levels for magistrate posts. The base annual salary for each level is as follows:

Magistrate I	\$10,669
Magistrate II	\$15,052
Magistrate III	\$21,452
Magistrate IV	\$32,856
Magistrate V	\$41,824
Magistrate VI	\$48,800

Geographic cost of living adjustments shall be provided in accordance with applicable statutes.

2. Each magistrate location has been assigned to a salary level based on the number of hours which the court system expects the magistrate at that location to work in order to accomplish the estimated court workload at that location. The minimum number of hours of work required of the magistrates in each salary level are as follows:

<u>Salary Level</u>	<u>Hours Per Week (annual average)</u>
Magistrate I	15
Magistrate II	20
Magistrate III	27.5
Magistrate IV	37.5
Magistrate V	37.5
Magistrate VI	37.5

This is an annual average of the weekly work hours. Seasonal variations in workload at certain locations will require the magistrates at those locations to work longer hours during some parts of the year and shorter hours during other parts of the year.

The salaries listed in section 1. above are for the number of hours per week listed in section 2. plus 24-hour on-call availability for emergencies. These salaries also include compensation for full-time attendance at all required training courses.

3. Magistrate positions are allocated to the salary levels as follows:

<u>Magistrate VI</u>		
Kenai	Kodiak	Palmer
<u>Magistrate V</u>		
Bethel	Kotzebue	Seward
Glennallen	Nome	Sitka

Magistrate IV

Barrow	Galena/McGrath	Tok
Cordova	Haines	Unalakleet
Craig	Naknek	Unalaska
Delta Junction	Nenana/Healy	Wrangell
Dillingham	Petersburg	

Magistrate III

Aniak	Hoonah	Savoonga
Cold Bay	Selawik	Yakutat
Ft. Yukon		

Magistrate II

Emmonak	Take	Seldovia
Gambell	St. Paul Island	Skagway

Magistrate I

Angoon	Noorvik	Shungnak
Hooper Bay	Pt. Hope	Tanana
Klana	Quinhagak	Tununak
Mekoryuk	Sand Point	Whittier
Mt. Village	St. Mary	

4. Step increases.

A. Frequency and amount.

All magistrates are eligible for step increases of 3.5% annually for the first five years of their service. The procedure for granting step increases shall be patterned after that which applies to classified employees except that part-time magistrates will not be required to work 1,950 hours before being eligible to receive an annual raise. There will be a total of five steps of annual increases followed by longevity steps after the seventh, ninth, fourteenth and eighteenth years of continuous employment at one salary level.

If a magistrate's salary level is raised, the magistrate's salary step within the higher level will be determined by the same method used for classified employees (see Personnel Rule 6.03).

B. Criteria for receiving step increases.

1. Tenure - one year.
2. Written approval by presiding judge stating that the magistrate is performing adequately.
3. Passing scores on all correspondence courses required for that level in that region of the state (required by either the presiding judge or the administrative director).
4. For Magistrates I through V: written verification by the presiding judge that the following are being adequately maintained:
 - a. statistical reports for the administrative office (technical operations)
 - b. indexes

- c. library books (that is, that the Statutes, Administrative Code and Rules are kept up to date)
- d. case files and the case numbering system
- e. tape recordings of formal hearings and the binder for duplicate copies of all log notes
- f. accounting records (receipts, revenue deposits, trust deposits, trust checks and proper recording of all accounting data on the case dockets).

C. Implementation.

All magistrates who are in office on January 1, 1981 will start at Step A of their designated salary level. The anniversary date for all such magistrates will be January 16. The anniversary date of all magistrates hired or promoted after January 1, 1981 will be the 16th of the month following their date of hire or promotion.

5. Review of Classification.

All magistrate positions shall be reviewed annually by the director of personnel to assure correct classification. These reviews shall be based on statistical evaluation of duties accomplished by each magistrate. The magistrate salary at every location must be re-evaluated by the director of personnel whenever a vacancy occurs. Vacancies may not be advertised until the salary for that position has been re-evaluated and any recommended changes for reclassification of the position have been approved by the chief justice.

6. Change in Classification.

The director of personnel shall recommend to the chief justice salary increases based upon reclassification of magistrate positions after first conferring with the area court administrator and the presiding judge of the judicial district in which the magistrate is located. The director of personnel shall recommend to the chief justice that a magistrate position be refilled at a lower level upon the position becoming vacant, after first conferring with the area court administrator and presiding judge for that judicial district.

7. Compensation for part-time magistrates asked to do extra work.

If a part-time magistrate (Levels I, II and III) is asked to serve in another court location to replace another magistrate or a district court judge for a period of time, the part-time magistrate must receive compensation for the additional hours worked.

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Supreme Court Order No. 613
Effective: 7-16-84

DATED: November 29, 1984

EFFECTIVE DATE: nunc pro tunc to July 16, 1984

Joseph Robinson
Chief Justice

Edmond W. Burke
Justice

Warren W. McAllister
Justice

Alan T. Compton
Justice

Daniel A. Moore Jr
Justice