

THE SUPREME COURT OF THE STATE OF ALASKA
ORDER NO. 451

Relating to Magistrate
Salaries.

IT IS ORDERED:

Supreme Court Order No. 397 is rescinded and the following is adopted as the magistrate salary schedule: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	\$ 9,539
Magistrate II	\$ 13,458
Magistrate III	\$ 19,092
Magistrate IV	\$ 29,109
Magistrate V	\$ 37,256
Magistrate VI	\$ 43,724

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:

Magistrate VI

Kenai

Magistrate V

Glennallen Kotzebue Seward

Magistrate IV

Barrow Haines Tok
Cordova Nenana Unalaska
Dillingham Petersburg Wrangell

Magistrate III

Cold Bay Galena Hoonah
Ft. Yukon Healy Naknek

Magistrate II

Aniak Seldovia Yakutat
Craig Selawik
Delta Jct. Skagway

Magistrate I

Angoon	Kiana	Pt. Hope	Tununak
Emmonak	McGrath	Sand Point	Unalakleet
Gambell	Mekoryuk	Savoonga	Whittier
Hooper Bay	Mt. Village	St. Marys	
Rake	Noorvik	St. Paul Is.	

At the time the present incumbent resigns from one of the above positions, the salary for the position will be reevaluated. A magistrate may also at any time request a review of the salary level for his or her position. See section 5.

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 6.02.03).

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. Written verification by the presiding judge that the following are being adequately maintained:
 - a. dockets
 - 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 after January 1, 1981 will be the 16th of the month following their date of hire.

5. Review of classification.

A magistrate may at any time request a review of the salary level for his position. A written request for review should be sent to the presiding judge with a copy to the director of personnel. After the presiding judge comments on the request, the personnel director will examine the request and send a written recommendation to the administrative director.

6. Reevaluation when vacancy occurs.

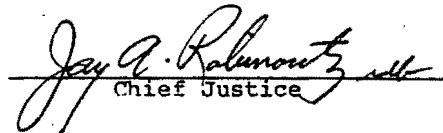
The magistrate salary at every location must be reevaluated whenever a vacancy occurs. Vacancies may not be advertised until the salary for that position is approved by the Administrative Director.

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

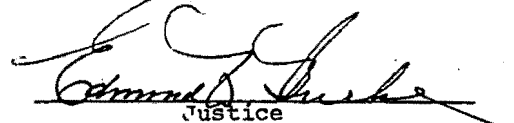
If a part-time magistrate (Levels I, II and III) is asked to serve in another court location to replace another magistrate or a district court judge for a period of time, the part-time magistrate must receive compensation for the additional hours worked.

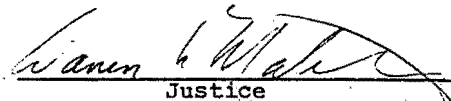
DATED: December 31, 1980

EFFECTIVE DATE: January 1, 1981


Chief Justice


Justice


Justice


Justice

Justice

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