

ALASKA STATE LEGISLATURE  
SELECT COMMITTEE ON LEGISLATIVE ETHICS  
MAY 30, 2025  
9:00 AM

**FULL COMMITTEE MEETING MINUTES**

[9:04:22 AM](#)

**1. CALL THE MEETING TO ORDER**

Chair Joyce Anderson called to order a meeting of the Select Committee on Legislative Ethics on May 30, 2025, at 9:04 AM. She directed Administrator Kevin Reeve to conduct roll call.

**a. Roll Call**

Senator Gary Stevens  
Senator Robert Yundt  
Representative Alyse Galvin  
Representative Kevin McCabe  
Chair Anderson  
Conner Thomas  
Skip Cook  
Deb Fancher  
Carl White

There was a quorum to conduct business.

Others

Administrator Kevin Reeve  
Jacqui Yeagle

[9:04:55 AM](#)

**b. Introduction of New Public Members**

Administrator Kevin Reeve introduced the two new members, Public Member Carl White, a retired educator from Anchorage, and Alternate Public Member and Palmer resident Linda Cox.

**2. APPROVAL OF AGENDA**

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Chair Anderson entertained a motion to approve the agenda. Deb Fancher so moved. There were no objections. The agenda was approved.

[9:07:51 AM](#)

### **3. APPROVAL OF MINUTES**

Chair Anderson invited Administrator Kevin Reeve to initiate a discussion with committee members about the production of meeting minutes.

Administrator Kevin Reeve advised a more streamlined format rather than the in-depth format currently used, capturing only substantive and significant discussion, corrections, and decisions.

Chair Anderson added that the recording is the official records of the meeting. The format as proposed would capture all motions and the outcomes, eliminate listing all member names when a motion passes unanimously, and discontinue noting simple grammatical change in meeting materials such as the staff report.

Representative Alyse Galvin noted there is value in detailed minutes and she had concerns about loss of context in a streamlined format.

Chair Anderson and Administrator Kevin Reeve assured Representative Alyse Galvin that context would be preserved.

Conner Thomas said he supports the format change, but he is sensitive to Representative Alyse Galvin's concern.

Skip Cook asked for confirmation that it is possible to listen to the full meeting if desired. Chair Anderson responded meetings are recorded and available on BASIS.

[9:17:59 AM](#)

#### a. Full Committee meeting, April 4, 2024

Chair Anderson entertained a motion to approve the minutes. Skip Cook so moved. There were no objections. The minutes were approved.

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b. House Subcommittee April 4, 2024

Chair Anderson entertained a motion to approve the minutes. Deb Fancher so moved. There were no objections. The minutes were approved.

c. Full Committee, June 10, 2024

Chair Anderson entertained a motion to approve the minutes. Deb Fancher so moved. Minor amendments were offered. There were no objections. The minutes were approved with amendments.

d. House Subcommittee, June 10, 2024

Chair Anderson entertained a motion to approve the minutes. Conner Thomas so moved. There were no objections. The minutes were approved.

e. Full Committee, August 15, 2024

Chair Anderson entertained a motion to approve the minutes. Skip Cook so moved. There were no objections. The minutes were approved.

f. Full Committee, January 31, 2025

Chair Anderson entertained a motion to approve the minutes. Deb Fancher so moved. There were no objections. The minutes were approved.

g. House Subcommittee, January 31, 2025

Chair Anderson entertained a motion to approve the minutes. Conner Thomas so moved. There were no objections. The minutes were approved.

h. Senate Subcommittee, January 31, 2025

Chair Anderson entertained a motion to approve the minutes. Skip Cook so moved. There were no objections. The minutes were approved.

[9:24:47 AM](#)

Administrator Kevin Reeve noted the office had used a transcription service to develop a first draft of the minutes in an attempt to save time in preparing the final minutes.

#### **4. PUBLIC COMMENT**

Chair Anderson opened public comment. There was no public comment.

[9:27:13 AM](#)

#### **5. CHAIR/STAFF REPORT**

##### **a. Staff Informal Advice Review**

Administrator Kevin Reeve solicited questions and/or revisions to the report.

Deb Fancher asked why there are limitations on legislative offices sending graduation cards outside of their legislative district. Kevin Reeve explained that past advisory opinions caution legislators to limit communications other than fact-specific communications with recipients outside of their districts.

Chair Anderson initiated a discussion about whether a contract with University of Alaska Fairbanks is a state contract. The committee made clear they consider a contract with UAF a state contract, and therefore, requires disclosure.

Chair Anderson initiated a discussion about a reference to the fundraising restriction in AS 24.60.031. She noted the restriction is on campaign fundraising, not general fundraising. She asked Kevin Reeve to remove the citation from the advice.

Representative Kevin McCabe addressed his concerns about legislator conflicts of interest, and the appearance of conflicts. He noted that legislators are prohibited from working as a registered lobbyist for a year after leaving office and he wondered whether legislators who were lobbyists before election can continue in that role and if lobbyists can run for the legislature.

Chair Anderson suggested Representative Kevin McCabe request an advisory opinion (AO) for clarity.

Representative Kevin McCabe reported a legislator working for and being paid by a consulting firm that is directly tied to current legislation. The legislator's office reported to

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Representative Kevin McCabe that the Ethics Office had given the ok.

Representative Kevin McCabe explained that legislators must declare conflicts of interest before voting and can ask to be excused, but if any member objects, they must vote. He and his constituents are unhappy with this, he acknowledged statute change was needed, and wondered if an advisory opinion would also help.

Chair Anderson agreed that a revision to statute was necessary and added that a revision to the uniform rules was also likely needed. Representative Kevin McCabe asked if a committee letter recommending rule changes would help.

Representative Kevin McCabe questioned legislators voting on a state defined benefit plan when many are in it, suggesting they should disclose this before voting. Chair Anderson noted past opinions found that questions such as those including state defined benefits affect a large class of people, not only legislators.

Skip Cook opined that if a legislator is part of a consulting firm, the firm shouldn't lobby the legislature, or the legislator should leave the firm.

Chair Anderson reiterated that an advisory opinion is the best way to address these questions.

Committee members requested more context for some staff report questions and answers. Administrator Kevin Reeve noted some inquiries seem intentionally vague, and the committee agreed the office should not answer vague questions. Chair Anderson suggested mentioning this in the next newsletter.

Representative Alyse Galvin commented that some questions seem to be asked after the fact. She emphasized the value of improving awareness of and comfort with using the Ethics Office as a resource prior to acting. There was general agreement to Representative Alyse Galvin's position.

Chair Anderson shared her positive experiences visiting offices in Juneau and LIOs, emphasizing the importance of developing one-on-one relationships. Future outreach efforts are currently being discussed.

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Representative Alyse Galvin reported LAA staff have been visiting offices in Juneau, in order to build relationships and give legislators and staff the opportunity to ask questions. The representative praised Kevin Reeve's ethics training as a valuable resource in helping bridge the gap between legislative offices and the Ethics Committee.

Representative Kevin McCabe suggested including a reminder in the newsletter to not rely solely on old advisory opinions for guidance, and to encourage contacting the Office for more specific advice.

Skip Cook proposed creating a short 15-minute presentation to inform legislators and the public about the committee.

The committee discussed the appropriateness of identifying information in the staff report of informal advice. They generally agreed on a preference for description and context over identifying information. The committee also advised avoiding the use of acronyms.

Committee members offered other minor edits to the staff report.

[Brief recess]

[10:35:41 AM](#)

b. Ethics Act Legislation Status Update

Chair Anderson reported ethics legislation changes had not been introduced this year. The committee convened a subcommittee to review the draft legislation.

[10:41:21 AM](#)

c. Travel

i. Ethics Committee Travel Policy

Administrator Kevin Reeve noted the committee does not have its own written travel policy and he recommended convening a travel subcommittee to discuss this issue and other related matters.

ii. Per Diem (Meals and incidentals) for Public Members

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Administrator Kevin Reeve reported he had recently been informed by LAA that per AS 24.60.130(f), public member travel within the state should be reimbursed under the executive branch standard of \$60 a day [AS 39.20.180].

Amendment to the standard used to determine reimbursement requires a statute change. Senator Gary Stevens expressed support for a statute change to resolve the issue.

[10:47:10 AM](#)

d. Disclosure Review

Chair Anderson introduced discussion of disclosure statistics. She noted fewer close economic association disclosures filed over the years.

Administrator Kevin Reeve pointed out a 12% increase in the number of board of director disclosures already received in 2025 than were filed in all of 2024. He believes the increase is due to an increase of emphasis on board memberships in training. He also noted there is not much travel during legislative session and that is reflected in the number of gifts of travel disclosures filed in the first four months of 2025. Chair Anderson remarked that 2024 and 2022 were election years and both years show fewer gifts of travel disclosures than in 2023, a non-election year, and she ultimately anticipated a higher number of travelers in 2025.

[10:52:39 AM](#)

e. Draft Revised Board of Directors Disclosure Form

Administrator Kevin Reeve introduced the proposed changes to the board disclosure form, remarking the purpose was for administrative purposes only to streamline the disclosure review process. Fields added to the form are:

- Is this the first time you filed a disclosure for this association?
- Most recent date on which you began legislative service.

Representative Alyse Galvin advised a column addressing whether it is the first time filing for a given board position. The disclosure form provides for multiple board disclosures at one time. The committee agreed to adopt Representative Alyse Galvin's advice.

10:54:36 AM

f. Training Report (challenges/differences for 2027)

Administrator Kevin Reeve noted that unfortunately he did not finalize training until April, much later than required by statute. Despite significant initial resistance to in-person training sessions, all legislators and 449 staff ultimately attended, a marked increase over previous years. In his opinion, in-person training was more engaging and effective than video, and ultimately improved Ethics Act compliance. New staff will complete training via video for the rest of the year, but he emphasized the value of continued in-person engagement.

Representative Alyse Galvin proposed an optional short "brush-up" and AMA (Ask me anything) session when Ethics staff are in Juneau.

Administrator Kevin Reeve encouraged committee feedback about the training and he presented a draft overview and timeline for ethics training in 2027. He urged legislators to encourage colleagues to embrace and attend in-person training.

11:03:20 AM

g. Acceptability of using State Funds for Graduation  
Certificates (Online Schools-Out of Legislative  
District)

Administrator Kevin Reeve suggested submitting an advisory opinion request to clarify whether legislators may send various communications—such as graduation certificates, congratulatory letters, or voter registration applications—to graduates residing outside their districts. While graduation certificates may be permitted under office allowance account rules, both informal advice and existing advisory opinions caution against using state resources to communicate with individuals outside a legislator's district.

Representative Alyse Galvin stressed that legislators view sending graduation cards and similar communications as an important personal way to connect with constituents and that constituents likewise appreciate them.

The committee directed Kevin Reeve to draft an advisory opinion request and send it to the committee for review.



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h. Archiving Policy dated February 13, 2025

Chair Anderson reported that Legislative Council updated their archiving policy on February 13, 2025.

Administrator Kevin Reeve assured the committee that he had no concern that the procedures currently in use by the committee were out of compliance with the policy.

Chair Anderson pointed out the recommendation that, "Each standing and special committee of the legislature should establish an electronic portal or electronic mailing address for receiving public comments and testimony." She said the Ethics Committee is a permanent interim committee and therefore, the recommendation does not apply. The committee has an email address at which the public can receive communications and it seems to be working well.

Representative Alyse Galvin asked if committee information was accessible in the easiest way possible for the public to make contact. She wondered if a portal is a better way.

Administrator Kevin Reeve said the office posts contact information prolifically. Most contact is by phone and often followed up by email.

[11:18:03 AM](#)

i. 2026 COGEL Conference Update

Chair Anderson opened discussion of the 2025 COGEL (Council on Governmental Ethics Laws) conference December 7-10, in Atlanta. Public members, legislative members, and committee legal counsel have attended the conference in past years. She asked if anyone wanted to share their thoughts about the conference for the benefit of the new members on the committee.

Conner Thomas reported there are a lot of people engaged in the field of ethics and that it is interesting to see the differences in approach to it. The Alaska committee is quite unique among the states in the types of oversight involved. The information is well-presented and the informal learning is equally valuable.

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Skip Cook concurred with Conner Thomas's statements and added that the COGEL conference attracts an international audience.

Administrator Kevin Reeve segued into a conversation about the travel budget, advising the committee that in order to stay within the budget they may want to determine whether it would cover legislative members or limit the funds to public members and/or determine a cap on the number of participants traveling.

Deb Fancher stated that she learned at the conference how unique the Alaska Ethics Committee is among Ethics offices, and at each conference her knowledge of the wide breadth of ethics issues that offices deal with outside Alaska. She thinks the expense is worth it.

Deb Fancher noted that at her first conference she grasped the uniqueness of the Alaska Ethics Committee among ethics offices, and with each succeeding conference, her understanding of the wide range of issues faced by other offices has grown.

Senator Gary Stevens said legislators should first consider using their office allowance accounts to attend the conference.

Chair Anderson thanked Senator Gary Stevens. She pointed out that early bird pricing ends on August 1, and she encouraged committee members to decide prior to that date whether they want to attend to take full advantage of the lower early registration costs.

[11:25:54 AM](#)

### j. Status of Reinbold Alaska Supreme Court Case

Chair Anderson said the committee could address the case because the court case is a public matter. She recounted that Former Senator Lora Reinbold had appealed a lower court decision to the Alaska Supreme Court in her case against the Ethics Committee. According to the Ethics Committee Outside Counsel Brent Cole, there is no movement to report and it could take as long as 24 months for a decision.

## **5. CHAIR/STAFF REPORT**

[11:26:22 AM](#)

### k. Outside Attorney Contract

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Chair Anderson reported that Attorney Brent Cole's contract ends with the fiscal year, and that a new contract is needed. Mr. Cole has provided outside legal expertise to the committee since 2001, however, he may discontinue his association with the committee at the end of FY 26, so the committee needs to think about succession planning.

The current year contract was provided/reviewed. Skip Cook moved to contract with Brent Cole for outside legal services in FY 26 at \$225 per hour, up to \$20,000, which is consistent with the current contract. There were no objections. Skip Cook and Conner Thomas both advocated soliciting from Brent Cole recommendations for a new outside counsel.

[11:31:14 AM](#)

6. Chair Anderson entertained a Motion to go into **EXECUTIVE SESSION** to discuss matters which by law must remain confidential under AS 24.60.160, Uniform Rule 22(b) regarding executive sessions, and Rules of Procedure Section 5: Executive Sessions and discussion of matters, the immediate knowledge of which would adversely affect the finances of a governmental unit, and discussion of subjects that tend to prejudice the reputation and character of a person.

Deb Fancher so moved. There were no objections. The committee moved into executive session.

### **7. EXECUTIVE SESSION**

[1:02:44 PM](#)

Chair Anderson entertained a motion to return to public session. Deb Fancher so moved.

### **8. BUDGET**

#### a. FY 2024-2025 Budget Review

Administrator Kevin Reeve advised the committee to expect an overall significant surplus. He reported a surplus in the staff services budget, a tight travel budget, a surplus in outside services, and an overage in the office supply budget.

#### b. FY 2025-2026 Budget Update

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Administrator Kevin Reeve reported the FY 26 budget in packets is projected rather than finalized. Final budgets are to come in June or July. He anticipates an increase of \$34,000 in the staff services budget.

**9. OTHER BUSINESS**

Chair Anderson reported the committee decided to remove Administrator Kevin Reeve's probationary period.

There was no other business.

**10. ADJOURN**

Chair Anderson entertained a motion to adjourn. Skip Cook so moved. Chair Anderson adjourned the meeting at 1:06 PM.

[1:06:34 PM](#)

**ADJOURN**