NOTICE OF PROPOSED CHANGES ON ALASKA PUBLIC RECORDS ACT REGULATIONS IN THE REGULATIONS OF THE DEPARTMENT OF ADMINISTRATION

BRIEF DESCRIPTION

The Department of Administration proposes to amend the regulations that implement the Alaska Public Records Act for public agencies in the executive branch for uniform application, efficiency, and to modernize practices.

Summary of proposed changes: The Department of Administration proposes to adopt regulation changes in 2 AAC 96 of the Alaska Administrative Code, dealing with the operation and implementation of the Alaska Public Records Act, AS 40.25.100 – AS 40.25.295, including the following:

(1) Each section of 2 AAC 96 is proposed to be amended, repealed, or readopted, and new sections are proposed to be added. The proposed changes will modernize and streamline the regulations and enhance uniform application by executive branch agencies.

Written comments: You may comment on the proposed regulation changes, including the potential costs to private persons of complying with the proposed changes, by submitting written comments to Kate Sheehan at P.O. Box 110200, Juneau, AK 99811-0231. Additionally, the Department of Administration will accept comments by electronic mail at kate.sheehan@alaska.gov. Comments may also be submitted through the Alaska Online Public Notice System, by accessing this notice on the system and using the comment link.

Written comment deadline: The written comments must be received not later than 5:00 p.m. on December 11, 2026.

Questions: You may submit written questions relevant to the proposed action to Kate Sheehan at kate.sheehan@alaska.gov or by mail at P.O. Box 110200, Juneau, AK 99811-0231. The questions must be received at least 10 days before the end of the public comment period. The Department of Administration will aggregate its response to substantially similar questions and make the questions and responses available on the Alaska Online Public Notice System.

Public nature of comments and questions: Public comments and questions, once submitted, are public records and subject to disclosure under the Alaska Public Records Act. See AS 40.25.100 - 40.25.295. Do NOT include in your comments or questions any information that you do not want made public.

Accommodations: If you are a person with a disability who needs a reasonable accommodation in order to participate in this process, please contact Kate Sheehan at kate.sheehan@alaska.gov or by phone at 907-465-2200 not later than December 4, 2026 to ensure that any necessary accommodations can be provided.

Obtaining copies of proposed regulations: A copy of the proposed regulation changes is available on the Alaska Online Public Notice System and by contacting Kate Sheehan at

kate.sheehan@alaska.gov or by phone at 907-465-2200.

Final version of regulations: After the public comment period ends, the Department of Administration will either adopt the proposed regulation changes or other provisions dealing with the same subject, without further notice, or decide to take no action. The language of the final regulation may be different from that of the proposed regulation. You should comment during the time allowed if your interests could be affected.

Statutory authority: AS 40.25.110; AS 40.25.115; AS 40.25.120; AS 40.25.123

Statutes being implemented, interpreted, or made specific: AS 40.25.100 – AS 40.25.295

Fiscal information: The proposed regulation changes are not expected to require an increased appropriation.

How to receive further notices: The Department of Administration keeps a list of individuals and organizations interested in its regulations. Those on the list will automatically be sent a copy of all of the Department of Administration notices of proposed regulation changes. To be added to or removed from the list, send a request to the Department of Administration by emailing kate.sheehan@alaska.gov and giving your name, and either your e-mail address or mailing address, as you prefer for receiving notices.

Individuals can also sign up to receive automated notifications of all State of Alaska notices, including public notice for regulation changes, by subscribing to the Alaska Online Public Notices System: https://aws.state.ak.us/OnlinePublicNotices/Default.aspx.

Date: November 11, 2026

Kate Sheehan

Kate Sheehan, Policy Advisor, Department of Administration