

AALL LISP Public Libraries Toolkit: Alaska

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State Public Services Law Librarian
Alaska State Court Law Library

Updated, March, 2018

This toolkit is intended to provide a reference guide to Alaska legal materials for public librarians. They are encouraged to contact the Alaska State Court Law Library for further assistance.

1. Legal Research and Self-Help

Alaska State Court Law Library

The Alaska State Court Law Library is open to the public and can take legal research questions in person, over the phone, or through e-mail (library@akcourts.us). Researchers can call the Anchorage Reference Desk at 907-264-0585, or toll free: 888-282-2082 (in Alaska, but outside the Municipality of Anchorage).

The Anchorage, Fairbanks, and Juneau branches have collections that include legal treatises and practice materials. All branches have computers designated for public use as well as public access to Westlaw, an online full-text legal research system, and HeinOnline, which contains full sets of many image-based primary and secondary legal materials. Both Westlaw and HeinOnline are subscriptions and only available in the library. The libraries do not provide access to LexisNexis.

The librarians cannot provide legal advice or perform legal research.

Self Help

The Alaska Court System offers online information about self-representation for several types of cases: <http://courts.alaska.gov/shc/representing-yourself.htm>

Links to Research Guides

Alaska

General information – Alaska Legal Resources
<http://courts.alaska.gov/library/aklegal.htm>

How to do Alaska Legislative History Online
<https://public.courts.alaska.gov/web/library/docs/akleghistory.pdf>

Guide to Constitutional Convention Research

<http://www.akleg.gov/pdf/billfiles/ConstitutionalConvention/Guide%20to%20Research%20-%20Constitutional%20Convention.pdf>

How to Research the Law

This helpful guide is published and posted online by the Southern California Association of Law Libraries. While the chapters devoted to California Law are not relevant to Alaska other chapters may be helpful for understanding the process and steps for legal research.

Locating the Law: A Handbook for Non-Law Librarians

http://scallnet.org/wp-content/uploads/2016/03/complete_5th_edition.pdf

Library of Congress Guides to Law

Alaska State Legal Information:

<http://www.loc.gov/law/help/guide/states/us-ak.php>

U. S. Federal Legal Information:

<http://www.loc.gov/law/help/guide/federal.php>

2. Legal Aid

Alaska Law Help: <http://alaskalawhelp.org/find-legal-help>

Free Legal Aid in Anchorage: <http://statelaws.findlaw.com/alaska-law/free-legal-aid-in-anchorage.html>

3. Local Law Libraries

There are sixteen branch libraries in the Alaska State Court Law Library system. The law libraries in Anchorage, Fairbanks, and Juneau branches are staffed. All other branches are unstaffed. The following lists the location and contact information for the four staffed branches. For a list of all the branches, their locations, and contact information see:

http://courts.alaska.gov/court_dir/index.htm#l

Anchorage Law Library

303 K Street

Anchorage, AK 99501

907-264-0585 (Reference)

907-264-0733 (FAX)

library@akcourts.us

Fairbanks Law Library

101 Lacey Street

Fairbanks, AK 99701

907-452-9241

Monday - Friday 8:00 am - 4:30 pm

Sunday

Noon - 5:00 pm

Monday - Thursday

8:00 am - 6:00 pm

Friday

8:00 am - 12:00 pm

Juneau Law Library
Dimond Courthouse
4th and Main
P.O. Box 114100

Juneau, AK 99811-4100
907-463-4761

Monday - Friday 8:00 am - 4:30 pm

4. Alaska Constitution

Alaska Constitution

The *Constitution of the State of Alaska* is published in Volume 1 of the *Alaska Statutes 1962*.

Online version: <http://ltgov.alaska.gov/services/alaskas-constitution/>

Alaska Constitutional Convention Minutes

Online version: http://www.law.alaska.gov/doclibrary/cc_minutes.html

5. Alaska State Code and Session Laws

A bill becomes a law when it is passed by both houses of the legislature and is signed by the governor (and sometimes even without the governor's signature). It is then assigned a chapter number on the basis of accession for that calendar year of the legislative session. At the conclusion of the calendar year all of the session laws (chapters) of that year are bound in order. In Alaska they are bound up as the *Laws of Alaska*. When all of the session laws (all years) are organized by subject and currency it is called a codification, or code. The code is more useful in finding the law (it has an index), whereas the session laws are used more in the pursuit of legislative history.

Code

The official Alaska code, *Alaska Statutes 1962*, is annotated and published by LexisNexis. An unofficial alternative is *West's Alaska Statutes Annotated*, published by West

Online version (non-annotated): <http://www.legis.state.ak.us/basis/folio.asp> (current and historical from 1993)

Session Laws

The *Laws of Alaska* are published by the Legislative Affairs Agency, Juneau, Alaska

Online from 1981: <http://www.legis.state.ak.us/basis/folio.asp>

Online from 1913: HeinOnline (subscription)

6. Alaska Bills

Bills

Online at <http://www.legis.state.ak.us/basis/folio.asp> (current bills and historical from 1983). Also online at: <http://www.akleg.gov/basis/Home/BillsandLaws> (current bills and historical from 1993). The latter is more user-friendly.

Bill Histories

House and Senate Bill Histories, from 1976, are published by the Legislative Affairs Agency.

Online at: <http://www.akleg.gov/basis/Home/BillsandLaws> (current bills and historical from 1993).

7. Alaska Legislative Journals

Each chamber of the legislature keeps a journal of its own proceedings for every legislative day in a session. They do not provide a verbatim record of debate but, rather, they outline the proceedings and track motions and other legislative actions. Put another way, the journals are a kind of legislative diary for an annual session.

The following types of information may be included:

- number, author, and caption of each bill and resolution introduced and the committee to which it is referred
- complete text of committee and floor amendments
- results of each vote taken
- a record of how each member voted, if a record vote has been taken
- a list of bills sent to the governor
- the governor's veto messages
- standing and special committee appointments

Text of House and Senate Daily Journals

The House and Senate Daily Journals are produced by, respectively, the Chief Clerk of the House of Representatives, and the Office of the Secretary of the Senate, Juneau, Alaska.

Online at: <http://www.legis.state.ak.us/basis/folio.asp> (current and historical from 1983). Also online at: <http://www.akleg.gov/basis/Home/BillsandLaws> (current and historical from 1993). The latter is more user-friendly.

8. Alaska Legislative History

Sometimes, to understand a statute one must ascertain the intent of the legislature in passing the particular legislation. Legislative history focuses on finding the background documents from the legislative process that indicate that intent.

Since the committee is where much of the work of crafting legislation takes place committee materials are very useful in trying to establish the intent of the legislature. There are three distinct types of legislative committee materials in Alaska; Committee Minutes, Committee Files, and Audio Recordings of committee meetings.

Committee Minutes

Committee Minutes summarize committee action and range from brief outlines to near-verbatim transcriptions. Some Committee Minutes from 1965 – 1982 are available on microfiche. Prior to 1965 they are unavailable.

Online version from 1982: <http://www.legis.state.ak.us/basis/folio.asp> (current and historical from 1982). Also online at: <http://www.akleg.gov/basis/Home/BillsandLaws> (current and historical from 1993). The latter is more user-friendly.

Committee Files

Committee files contain materials created or collected by legislative committees during deliberations for each bill and may include bill drafts, correspondence, sectional analyses, research material, and testimony offered.

Committee Files for 1965 – 2008 are available on microfiche only. Some since 2008 can be found online at: <http://www.akleg.gov/basis/Home/BillsandLaws>.

Audio

Some audio recordings of committee meetings are available online at: <http://www.akleg.gov/basis/Home/BillsandLaws>, or can be requested from the Legislative Reference Library and from the Alaska State Court Law Library.

9. Alaska Executive Orders

Alaska Executive Orders can be found in Volume 11 of the *Alaska Statutes 1962*.

Online version:

<http://www.legis.state.ak.us/basis/folioproxy.asp?url=http://wwwjnu01.legis.state.ak.us/cgi-bin/folioisa.dll/exor>

10. Alaska Administrative Code and Register

Administrative Code

The *Alaska Administrative Code* is published by LexisNexis.

Online version:

<http://www.legis.state.ak.us/basis/folioproxy.asp?url=http://wwwjnu01.legis.state.ak.us/cgi-bin/folioisa.dll/aac>

Alaska Administrative Code Register

The Alaska Administrative Code Register is published by LexisNexis, and is updated quarterly. There is no publicly available online version.

11. Alaska Administrative Agencies and Departments

Administrative Agency and Departmental websites can be important sources – and sometime the only source – for agency and departmental administrative decisions.

My Government: <http://alaska.gov/akdir1.html>

12. Alaska Municipal and Borough Codes

Contact appropriate clerk's office; print and online availability varies and changes frequently.

<https://www.commerce.alaska.gov/web/dcra/communityaidaccountability/municipalcodelibrary.aspx>

13. Alaska Rules of Court

Court Rules

The official *Alaska Rules of Court* are published by Tower Publishing and are annotated. Unofficial rules are published by West.

Online version (non-annotated): <http://courts.alaska.gov/rules/index.htm#rules>

Supreme Court Orders

Supreme Court Orders from SCO 1155 can be found online at:
<http://courts.alaska.gov/sco/index.htm>

14. Alaska Jury Instructions

Alaska Civil Pattern Jury Instructions online at:
<http://courts.alaska.gov/rules/juryins.htm>

Alaska Criminal Pattern Jury Instructions online at:
<http://courts.alaska.gov/rules/crimins.htm>

15. Alaska Form Books

The complete set of court forms is available at all court library locations statewide. There is only one form book produced by the Alaska Courts, Probate Forms (2008), also available at court locations. Some court locations also have the Alaska Legal Secretaries Association Handbook, which contains many forms.

Some forms are available from the court system online:
<http://courts.alaska.gov/forms/index.htm>

16. Alaska Legal Encyclopedias

There is no legal encyclopedia for Alaska law.

17. State Cases

Opinions

Reported opinions are published in West's Pacific Reporter and the Alaska Reporter (with Pacific Reporter citations only).

Slip opinions for the Alaska Supreme Court and Court of Appeals can be found online at:
<http://courts.alaska.gov/appellate/index.htm#slips>

Alaska Appellate Courts Case Management System

Use to look up information about an Appellate case
<http://www.appellate.courts.state.ak.us/>

The Alaska Case Law Service

Provides access to opinions of the Alaska Supreme Court and Alaska Court of Appeals. Included on the site are all opinions dated from 1960 and published in West's Pacific Reporter and West's Alaska Reporter through the most recent Advance Sheets, as well as selected unpublished opinions. Opinions can be searched in a number of ways, including keyword, case name, and judge. <http://government.westlaw.com/akcases>

18. State Digest

West's Alaska Digest 2d, published by West, covers all state and federal Alaska cases since 1869.

There is no publicly available online version.

19. Regional AALL Chapter

WestPac: <http://chapters.aallnet.org/westpac/>

20. Federal Courts in Alaska

United States District Court, District of Alaska: <http://www.akd.uscourts.gov/>

United States Bankruptcy Court, District of Alaska: <http://www.akb.uscourts.gov/>

21. Federal Depository Libraries in Alaska

University of Alaska Southeast

Ketchikan Campus Library
2600 7th Avenue
Ketchikan, AK 99901
Depository Coordinator Phone
Number: (907) 228-4517
<http://www.ketch.alaska.edu/library/books/government-docs.html>

Consortium Library

University of Alaska Anchorage /
Alaska Pacific University
3211 Providence Drive
Anchorage, AK 99508-8176
Depository Coordinator Phone
Number: (907) 786-1974
http://libguides.consortiumlibrary.org/government_information

William A. Egan Library

University of Alaska Southeast
11120 Glacier Highway
Juneau, AK 99801-8676
Depository Coordinator Phone
Number: (907) 465-6467
<http://www.uas.alaska.edu/library/index.html>

Alaska State Library

Alaska Department of Education:
Alaska State Office Building, 8th Floor
Juneau, AK 99811-0571
Depository Coordinator Phone
Number: (907) 465-1300
<http://library.alaska.gov/>

Alaska State Court Law Library

Alaska Court System
303 K Street
Anchorage, AK 99501-2099

Documents Phone Number: (907) 264-0587
<http://www.courts.alaska.gov/library.htm>

ARLIS Library

Alaska Resources Library &
Information Services
3211 Providence Dr.
Anchorage, AK 99508-
Documents Phone Number: (907) 786-7650:
<http://www.arlis.org>

Elmer E. Rasmuson Library

University of Alaska, Fairbanks
310 Tanana Drive
Alaska LISP 27 June 2007
Fairbanks, AK 99775-6817
Depository Coordinator Phone
Number: (907) 474-6730:
<http://library.uaf.edu/govdocs>

22. Bar Associations

Alaska Bar Association

Physical Address:
840 K Street, Suite 100
Anchorage, Alaska 99501

Mailing Address:
PO Box 100279
Anchorage, AK 99510-0279

Phone: 907-272-7469
Fax: 907-272-2932
<http://www.alaskabar.org/>

Anchorage Bar Association

P.O. Box 240362
Anchorage AK 99524-0362

Phone: 907-277-1249
Fax: 866-415-7094
<http://www.anchoragebarassociation.org/>

Juneau Bar Association

P.O. Box 21502
Juneau, AK 99802-1502
http://juneubarassociation.org/contact_us

Links to other local Alaska bar associations

https://www.alaskabar.org/servlet/content/local_bar_associatio.html

23. Alaska Judicial Council

“The Alaska Judicial Council is an independent citizens' commission created by the Alaska Constitution. The Council screens applicants for judicial vacancies and nominates the most qualified applicants for appointment by the governor, evaluates the performance of judges and recommends whether voters should retain judges for another term, and conducts research to improve the administration of justice in Alaska.” <http://www.ajc.state.ak.us/about/about.html>

510 L Street, Suite 450

Anchorage, AK 99501

Phone: 907-279-2526

Fax: 907-276-5046

<http://www.ajc.state.ak.us/>