



State of Alaska

Department of Commerce, Community & Economic Development Division of Corporations, Business, and Professional Licensing

Big Game Commercial Services Board

3700 Airport Way, Fairbanks, AK (DNR Building; Large
Conference Room)

This document is a draft board packet prepared for the public. Please note that items may be added at the meeting and will be available in print form at that time. Please contact staff if you have any questions.

Public comment periods are:

1. 3/17/2020 at 9:40 am – regulations proposals (pages 73-76 of board packet)
2. 3/17/2020 at 3:00 pm – regulations proposals (pages 73-76 of board packet)
3. 3/18/2020 at 3:00 pm – Open comment
4. 3/19/2020 at 3:00 pm – Open comment

Call in information:

Phone number:
1-669-900-6833

Meeting ID's:
March 17 = 393-916-705
March 18 = 506-560-105
March 19 = 446-173-117



State of Alaska

**Department of Commerce, Community & Economic Development Division
of Corporations, Business, and Professional Licensing Big Game Commercial
Services Board**

3700 Airport Way, Fairbanks, AK (DNR Building)

Zoom Meeting Call-In #1-669-900-6833 Meeting ID: March 17 = 393-916-705

TENTATIVE MEETING AGENDA (DRAFT)

Day 1 – March 17, 2020

1. 9:00 am Roll Call Chair Tiffany
2. 9:05 am Review/Approval of Agenda Chair Tiffany
3. 9:10 am Ethics Review Chair Tiffany
4. 9:15 am Review/Approval Meeting Minutes Chair Tiffany
 - A. December 2019
 - B. February 2020 Teleconference
5. 9:25 am Review of December 2020 Task List Chair Tiffany
6. 9: 40 am PUBLIC COMMENT Chair Tiffany
 - A. Current Regulations Proposals
7. 10:15 am Division Update M. Wales/M. Dumas
 - A. Fiscal Report - 2nd Quarter Fiscal Year 2020
 - B. Non-renewal year Fee analysis
8. 10:45 am Review of Field Guide R. Hoffard

Review of material in field guide for accuracy before it is made available to the public.
9. 11:15 am Regulations Review Chair Tiffany
10. 12:00 pm Lunch Break
11. 1:30 pm Regulation Review Continued Chair Tiffany
12. 3:00 pm PUBLIC COMMENT Chair Tiffany
 - A. Current Regulations Proposals
13. 3:30 pm Position Statements L. Van Daele/P. Buist
 - A. Felons & Firearms
14. Investigative Report - Public L. Strout
 - A. Investigative Report
15. 4:00 pm *Public asked to leave the meeting until 9:00 am March 18, 2020 - the Board will remain for executive session*

16. 4:00 pm Investigations - Executive Session - Not public

A. Executive Session

- i. Case# 2019-000752 (Presenter - Lee Strout)
- ii. Case #2018-001434
- iii. Case #2017-000993
- iv. Case #2019-000625



State of Alaska

**Department of Commerce, Community & Economic Development Division
of Corporations, Business, and Professional Licensing Big Game Commercial
Services Board**

3700 Airport Way, Fairbanks, AK (DNR Building)

Zoom Meeting Call-In #1-669-900-6833 Meeting ID: March 18 = 506-560-105

TENTATIVE MEETING AGENDA (DRAFT)

Day 2 – March 18, 2020

17. 9:00 am Roll Call Chair Tiffany

18. 9:05 am Approval of Day 2 Agenda Chair Tiffany

19. 9:10 am Annual Report Chair Tiffany

The board will need to work on the annual report that will be due no later than July 1, 2020. This will need to include any anticipated travel requests.

20. 10:30 Regulation Review continued (as needed) Chair Tiffany

21. 11:45 am Lunch Break

22. 1:15 pm Subcommittee Meetings Chair Tiffany

A. Exam Re-write J. Bunch

B. Transporter M. Heun & C. Joyce

C. Assistant Guide Qualifications - A. Trombley

D. Survivor-ship H. Tiffany

E. Statute & Regulations - Vacant

23. 3:00 pm PUBLIC COMMENT Chair Tiffany

Public comment on any matters the public wishes to bring before the board

24. 3:45 pm Old Business Chair Tiffany

A. Board Approved Training Courses

B. Draft letter to Fish & Game regarding Harvest tickets

C. Tabled regulations proposal - 2019

D. Wildlife Judging-streaming

25. 4:30 Recess until 9:00 am March 19, 2020



State of Alaska

**Department of Commerce, Community & Economic Development Division
of Corporations, Business, and Professional Licensing Big Game Commercial
Services Board**

3700 Airport Way, Fairbanks, AK (DNR Building)

Zoom Meeting Call-In #1-669-900-6833 Meeting ID: March 19 = 446-173-117

TENTATIVE MEETING AGENDA (DRAFT)

Day 3 – March 19, 2020

- | | |
|---|---------------|
| 26. 9:00 am Roll Call | Chair Tiffany |
| 27. 9:05 Approval of Day 3 Agenda | Chair Tiffany |
| 28. 9:10 am Subcommittee Reports | Chair Tiffany |
| A. Exam Re-write | |
| B. Transporter | |
| C. Assistant Guide Qualification | |
| D. Survivor-ship | |
| E. Statute & Regulations | |
| 29. 11:00 am Board Administrative Business | Chair Tiffany |
| A. Schedule Future Meetings (2021) | |
| B. Correspondence | |
| 30. 11:30 am Lunch Break | |
| 31. 1:00 pm Public Comment | Chair Tiffany |
| <i>Public comment on any matters the public wishes to bring before the board</i> | |
| 32. 1:30 pm State & Federal Agency Updates | Chair Tiffany |
| A. USFWS - Arctic National Wildlife Refuge - Steve Berendzen and Heather Bartlett | |
| B. Dept. of Fish & Game - Commissioner Doug Vincent-Lang | |
| C. Dept. of Natural Resources, South-Central Land Office - Cliff Larsen | |
| D. Bureau of Land Management - Tom Bickaaskau | |
| E. Mental Health Trust - Judi Doucet | |
| F. North Slope Borough Planning & Community Services Dept. - Allyson Atos | |
| G. US Forest Service - Jennifer MacDonald | |
| H. Board of Game - Larry Van Daele | |
| I. Alaska Wildlife Troopers - Lt. Aaron Frenzel | |

33. 4:00 pm Task List Review/Creation

Chair Tiffany

34. 4:30 pm Adjourn

| Board Member | Seat | Location | Term Started | Term Ends |
|------------------|--|-----------|--------------|-----------|
| Pete Buist | Public member | Fairbanks | | |
| Jason Bunch | Licensed Registered Guide- Outfitter | Kodiak | 3/2/18 | 3/1/23 |
| Michelle Heun | Licensed Transporter | Palmer | 1/29/18 | 3/1/21 |
| Nicholas Jackson | Private Landholders/Restricted | Gakona | 3/1/16 | 3/1/20 |
| Ca\$h Joyce | Licensed Transporter | Wasilla | 1/29/18 | 3/1/23 |
| Henry Tiffany IV | Licensed Registered Guide- Outfitter Chair | Ester | 3/22/13 | 3/1/21 |
| Adam Trombley | Public Member | Anchorage | 2/2/17 | 3/1/22 |
| Larry Van Daele | Designated Game Board Member/Restricted | Kodiak | 11/20/17 | 3/1/20 |
| VACANT | Private Landholders/Restricted | | | |

State of Alaska
DEPARTMENT OF LAW

ETHICS ACT PROCEDURES FOR BOARDS & COMMISSIONS

All board and commission members and staff should be familiar with the Executive Branch Ethics Act procedures outlined below.

Who Is My Designated Ethics Supervisor (DES)?

Every board or commission subject to the Ethics Act¹ has several ethics supervisors designated by statute.

- The chair serves as DES for board or commission members.
- The chair serves as DES for the executive director.
- The executive director serves as DES for the staff.
- The governor is the DES for a chair.²

What Do I Have To Disclose?

The Ethics Act requires members of boards and commissions to disclose:

- Any matter that is a potential conflict of interest with actions that the member may take when serving on the board or commission.
- Any circumstance that may result in a violation of the Ethics Act.
- Any personal or financial interest (or that of an immediate family member) in a state grant, contract, lease or loan that is awarded or administered by the member's board or commission.
- The receipt of certain gifts.

The executive director of the board or commission and its staff, as state employees, must also disclose:

- Compensated outside employment or services.
- Volunteer service, if any compensation, including travel and meals, is paid or there is a potential conflict with state duties.

- For more information regarding the types of matters that may result in violations of the Ethics Act, board or commission members should refer to the guide, *"Ethics Information for Members of Boards and Commissions."* The executive director and staff should refer to the guide, *Ethics Information for Public Employees.* Both guides and disclosure forms may be found on the [Department of Law's ethics website](#).

How Do I Avoid Violations of the Ethics Act?

- Make timely disclosures!
- Follow required procedures!
- Provide all information necessary to a correct evaluation of the matter!³
- When in doubt, disclose and seek advice!
- Follow the advice of your DES!

What Are The Disclosure Procedures for Board and Commission Members?

The procedural requirements for disclosures by members are set out in AS 39.52.220 and 9 AAC 52.120. One goal of these provisions is to help members avoid violations of the Ethics Act. The procedures provide the opportunity for members to seek review of matters in advance of taking action to ensure that actions taken will be consistent with the Act.

Procedure for declaring actual or potential conflicts.

Members must declare potential conflicts and other matters that may violate the Ethics Act **on the public record and in writing to the chair**.

Disclosure on the public record. Members must identify actual and potential conflicts orally at the board or commission's public meeting **in advance** of participating in deliberations or taking any official action on the matter.

- A member must always declare a conflict and may choose to refrain from voting, deliberations or other participation regarding a matter.⁴
- If a member is uncertain whether participation would result in a violation of the Act, the member should disclose the circumstances and seek a determination from the chair.

Disclosure in writing at a public meeting. In addition to an oral disclosure at a board or commission meeting, members' disclosures must be made in writing.

- If the meeting is recorded, a tape or transcript of the meeting is preserved **and** there is a method for identifying the declaration in the record, an oral disclosure may serve as the written disclosure.
- Alternatively, the member must note the disclosure on the Notice of Potential Violation disclosure form and the chair must record the determination.

Confidential disclosure in advance of public meeting. Potential conflicts may be partially addressed in advance of a board or commission's public meeting based on the published meeting agenda or other board or commission activity.

- A member identifying a conflict or potential conflict submits a Notice of Potential Violation to the chair, as DES, in advance of the public meeting.
- This written disclosure is considered confidential.
- The chair may seek advice from the Attorney General.
- The chair makes a written determination, also confidential, whether the disclosed matter represents a conflict that will result in a violation of the Ethics Act if the member participates in official action addressing the matter.⁵
- If so, the chair directs the member to refrain from participating in the matter that is the subject of the disclosure.
- An oral report of the notice of potential violation and the determination that the member must refrain from participating is put on the record at a public meeting.⁶

Determinations at the public meeting. When a potential conflict is declared by a member for the public record, the following procedure must be followed:

- The chair states his or her determination regarding whether the member may participate.
- Any member may then object to the chair's determination.
- If an objection is made, the members present, excluding the member who made the disclosure, vote on the matter.
- *Exception:* A chair's determination that is made consistent with advice provided by the Attorney General may not be overruled.
- If the chair, or the members by majority vote, determines that a violation will exist if the disclosing member continues to participate, the member must refrain from voting, deliberating or participating in the matter.⁷

If the chair identifies a potential conflict, the same procedures are followed. If possible, the chair should forward a confidential written notice of potential violation to the Office of the Governor for a determination in advance of the board or commission meeting. If the declaration is first

made at the public meeting during which the matter will be addressed, the members present, except for the chair, vote on the matter. If a majority determines that a violation of the Ethics Act will occur if the chair continues to participate, the chair shall refrain from voting, deliberating or participating in the matter. A written disclosure or copy of the public record regarding the oral disclosure should be forwarded to the Office of the Governor for review by the chair's DES.

Procedures for Other Member Disclosures

A member's interest in a state grant, contract, lease or loan and receipt of gifts are disclosed by filling out the appropriate disclosure form and submitting the form to the chair for approval. The disclosure forms are found on the [Department of Law's ethics website](#).

What Are The Disclosure Procedures for Executive Directors and Staff?

Ethics disclosures of the executive director or staff are made in writing to the appropriate DES (chair for the executive director and the executive director for staff).

- Disclosure forms are found on the ethics website, noted above.

Notices of Potential Violations. Following receipt of a written notice of potential violation, the DES investigates, if necessary, and makes a written determination whether a violation of the Ethics Act could exist or will occur. A DES may seek advice from the Attorney General. If feasible, the DES shall reassign duties to cure a potential violation or direct divestiture or removal by the employee of the personal or financial interests giving rise to the potential violation.

- These disclosures are not required to be made part of the public record.
- A copy of a determination is provided to the employee.
- Both the notice and determination are confidential.

Other Disclosures. The DES also reviews other ethics disclosures and either approves them or determines what action must be taken to avoid a violation of the Act. In addition to the disclosures of certain gifts and interests in the listed state matters, state employees must disclose all outside employment or services for compensation.

- The DES must provide a copy of an approved disclosure or other determination the employee.

How Are Third Party Reports of Potential Violations or Complaints Handled?

Any person may report a potential violation of the Ethics Act by a board or commission member or its staff to the appropriate DES or file a complaint alleging actual violations with the Attorney General.

- Notices of potential violations and complaints must be submitted in **writing** and **under oath**.
- Notices of potential violations are investigated by the appropriate DES who makes a written determination whether a violation may exist.⁸
- Complaints are addressed by the Attorney General under separate procedures outlined in the Ethics Act.
- **These matters are confidential**, unless the subject waives confidentiality or the matter results in a public accusation.

What Are The Procedures for Quarterly Reports?

Designated ethics supervisors must submit copies of notices of potential violations received and the corresponding determinations to the Attorney General for review by the state ethics attorney as part of the quarterly report required by the Ethics Act.

- Reports are due in April, July, October and January for the preceding quarter.
- A sample report may be found on the Department of Law's ethics website.
- An executive director may file a quarterly report on behalf of the chair and combine it with his or her own report.
- If a board or commission does not meet during a quarter and there is no other reportable activity, the DES advises the Department of Law Ethics Attorney by e-mail at ethicsreporting@alaska.gov and no other report is required.

If the state ethics attorney disagrees with a reported determination, the attorney will advise the DES of that finding. If the ethics attorney finds that there was a violation, the member who committed the violation is not liable if he or she fully disclosed all relevant facts reasonably necessary to the ethics supervisor's or commission's determination and acted consistent with the determination.

How Does A DES or Board or Commission Get Ethics Advice?

A DES or board or commission may make a **written request** to the Attorney General for an opinion regarding the application of the Ethics Act. In practice, the Attorney General, through the state ethics attorney, also provides **advice by phone or e-mail** to designated ethics supervisors, especially when time constraints prevent the preparation of timely written opinions.

- A request for advice and the advisory opinion are confidential.
- The ethics attorney endeavors to provide prompt assistance, although that may not always be possible.
- The DES must make his or her determination addressing the potential violation based on the opinion provided.

It is the obligation of each board or commission member, as well as the staff, to ensure that the public's business is conducted in a manner that is consistent with the standards set out in the Ethics Act. We hope this summary assists you in ensuring that your obligations are met.

¹ The Act covers a board, commission, authority, or board of directors of a public or quasi-public corporation, established by statute in the executive branch of state government.

² The governor has delegated the DES responsibility to Guy Bell, Administrative Director of the Office of the Governor.

³ You may supplement the disclosure form with other written explanation as necessary. Your signature on a disclosure certifies that, to the best of your knowledge, the statements made are true, correct and complete. False statements are punishable.

⁴ In most, but not all, situations, refraining from participation ensures that a violation of the Ethics Act does not occur. Abstention does not cure a conflict with respect to a significant direct personal or financial interest in a state grant, contract, lease or loan because the Ethics Act prohibition applies whether or not the public officer actually takes official action.

⁵ The chair must give a copy of the written determination to the disclosing member. There is a determination form available on the Department of Law's ethics web page. The ethics supervisor may also write a separate memorandum.

⁶ In this manner, a member's detailed personal and financial information may be protected from public disclosure.

⁷ When a matter of particular sensitivity is raised and the ramifications of continuing without an advisory opinion from the Attorney General may affect the validity of the board or commission's action, the members should consider tabling the matter so that an opinion may be obtained.

⁸ The DES provides a copy of the notice to the employee who is the subject of the notice and may seek input from the employee, his or her supervisor and others. The DES may seek advice from the Attorney General. A copy of the DES' written determination is provided to the subject employee and the complaining party. The DES submits a copy of both the notice and the determination to the Attorney General for review as part of the DES' quarterly report. If feasible,

the DES shall reassign duties to cure a potential violation or direct divestiture or removal by the employee of the personal or financial interests giving rise to the potential violation.

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The Attorney General and Department of Law staff may not provide legal advice to private citizens or organizations. Please contact an attorney if you need legal advice. The [Alaska Lawyer Referral Service](#) or your local bar association may be able to assist you in locating a lawyer.

Alaska Department of Law

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Ethics Disclosure Form

| |
|--|
| <p style="text-align: center;">CONFIDENTIAL REQUEST FOR ETHICS DETERMINATION</p> |
|--|

TO: _____, Designated Ethics Supervisor

(Identify Your Department, Agency, Public Corporation, Board, Commission)

I request advice regarding the application of the Executive Branch Ethics Act (AS 39.52.010 - .960) to my situation. The situation involves the following:

I have provided additional information in the attached document(s).

I believe the following provisions of the Ethics Act may apply to my situation:

- AS 39.52.120, Misuse of Official Position
- AS 39.52.130, Improper Gifts
- AS 39.52.140, Improper Use or Disclosure of Information
- AS 39.52.150, Improper Influence in State Grants, Contracts, Leases or Loans
- AS 39.52.160, Improper Representation
- AS 39.52.170, Outside Employment Restricted
- AS 39.52.180, Restrictions on Employment after Leaving State Service
- AS 39.52.190, Aiding a Violation Prohibited

I understand that I should refrain from taking any official action relating to this matter until I receive your advice. If the circumstances I described above may result in a violation of AS 39.52.110 - .190, I intend that this request serve as my disclosure of the matter in accordance with AS 39.52.210 or AS 39.52.220.

I certify to the best of my knowledge that my statement is true, correct, and complete. In addition to any other penalty or punishment that may apply, the submission of a false statement is punishable under AS 11.56.200 - AS 11.56.240.

(Signature)

(Date)

(Printed Name)

(Division, Board, Commission)

(Position Title)

(Location)

Designated Ethics Supervisor: Provide a copy of your written determination to the employee advising whether action is necessary under AS 39.52.210 or AS 39.52.220, and send a copy of the determination and disclosure to the attorney general with your quarterly report.

Ethics Disclosure Form

Receipt of Gift

TO: _____, Designated Ethics Supervisor, _____
(Agency, Public Corporation, Board,
Commission or Council)

This disclosure reports receipt of a gift with value in excess of \$150.00 by me or my immediate family member, as required by AS 39.52.130(b) or (f).

1. Is the gift connected to my position as a state officer, employee or member of a state board or commission?

Yes No

2. Can I take or withhold official action that may affect the person or entity that gave me the gift?

Yes No

(If you answer "No" to both questions, you do not need to report this gift. If the answer to either question is "Yes," or if you are not sure, you must complete this form and provide it to your designated ethics supervisor.)

The gift is _____

Identify gift giver by full name, title, and organization or relationship, if any:

Describe event or occasion when gift was received or other circumstance explaining the reason for the gift:

My estimate of its value is \$ _____ The date of receipt was _____

The gift was received by a member of my family. Who? _____

If you checked "Yes" to question 2 above, explain the official action you may take that affects the giver (attach additional page, if necessary):

I certify to the best of my knowledge that my statement is true, correct, and complete. In addition to any other penalty or punishment that may apply, the submission of a false statement is punishable under AS 11.56.200 - AS 11.56.240.

(Signature)

(Date)

(Printed Name)

(Division)

(Position Title)

(Location)

Ethics Supervisor Determination: Approve Disapproved

Designated Ethics Supervisor*

(Date)

**Designated Ethics Supervisor: Provide a copy of the approval or disapproval to the employee. If action is necessary under AS 39.52.210 or AS 39.52.220, attach a determination stating the reasons and send a copy of the determination and disclosure to the attorney general with your quarterly report.*

Department of Commerce Community, and Economic Development
Corporations, Business and Professional Licensing

Summary of All Professional Licensing
Schedule of Revenues and Expenditures

| Big Game Commercial Services Board, Guide-Outfitters | FY 14 | FY 15 | Biennium | FY 16 | FY 17 | Biennium | FY 18 | FY 19 | Biennium | FY 20 1st & 2nd QTR |
|--|-------------------|-------------------|---------------------|---------------------|-------------------|---------------------|---------------------|-------------------|---------------------|------------------------|
| | Revenue | | | | | | | | | |
| Revenue from License Fees | \$ 791,489 | \$ 197,231 | \$ 988,720 | \$ 1,057,847 | \$ 485,669 | \$ 1,543,516 | \$ 1,122,760 | \$ 405,090 | \$ 1,527,850 | \$ 640,945 |
| Allowable Third Party Reimbursements | - | 378 | 378 | - | 225 | 225 | - | - | - | \$ - |
| TOTAL REVENUE | \$ 791,489 | \$ 197,609 | \$ 989,098 | \$ 1,057,847 | \$ 485,894 | \$ 1,543,741 | \$ 1,122,760 | \$ 405,090 | \$ 1,527,850 | \$ 640,945 |
| Expenditures | | | | | | | | | | |
| Non Investigation Expenditures | | | | | | | | | | |
| 1000 - Personal Services | 100,529 | 87,235 | 187,764 | 118,573 | 78,939 | 197,512 | 103,082 | 85,533 | 188,615 | 43,942 |
| 2000 - Travel | 22,239 | 17,474 | 39,713 | 17,545 | 14,814 | 32,359 | 10,047 | 10,107 | 20,154 | 3,286 |
| 3000 - Services | 30,243 | 15,516 | 45,759 | 49,702 | 24,199 | 73,901 | 35,454 | 28,371 | 63,825 | 31,848 |
| 4000 - Commodities | 653 | 846 | 1,499 | 1,518 | 212 | 1,730 | 3,092 | 2,560 | 5,652 | - |
| 5000 - Capital Outlay | - | - | - | - | - | - | - | - | - | - |
| Total Non-Investigation Expenditures | 153,664 | 121,071 | 274,735 | 187,338 | 118,164 | 305,502 | 151,675 | 126,571 | 278,246 | 79,076 |
| Investigation Expenditures | | | | | | | | | | |
| 1000-Personal Services | 155,468 | 166,974 | 322,442 | 124,462 | 127,020 | 251,482 | 118,456 | 146,016 | 264,472 | 70,090 |
| 2000 - Travel | - | - | - | - | - | - | - | - | - | - |
| 3023 - Expert Witness | - | - | - | - | - | - | - | - | - | - |
| 3088 - Inter-Agency Legal | 129,525 | 60,589 | 190,114 | 85,834 | 23,942 | 109,776 | 101,433 | 167,574 | 269,007 | 11,301 |
| 3094 - Inter-Agency Hearing/Mediation | 28,658 | 18,728 | 47,386 | 21,387 | 5,318 | 26,705 | 7,138 | 69,542 | 76,680 | 2,430 |
| 3000 - Services other | - | - | - | - | - | - | - | 1,524 | 1,524 | 391 |
| 4000 - Commodities | - | - | - | - | - | - | - | 270 | 270 | 49 |
| Total Investigation Expenditures | 313,651 | 246,291 | 559,942 | 231,683 | 156,280 | 387,963 | 227,027 | 384,926 | 611,953 | 84,261 |
| Total Direct Expenditures | 467,315 | 367,362 | 834,677 | 419,021 | 274,444 | 693,465 | 378,702 | 511,497 | 890,199 | 163,337 |
| Indirect Expenditures | | | | | | | | | | |
| Internal Administrative Costs | 52,722 | 37,130 | 89,852 | 59,545 | 51,116 | 110,661 | 69,514 | 65,321 | 134,835 | 32,661 |
| Departmental Costs | 40,290 | 44,247 | 84,537 | 43,045 | 46,041 | 89,086 | 48,099 | 47,629 | 95,728 | 23,815 |
| Statewide Costs | 29,375 | 29,441 | 58,816 | 15,685 | 23,522 | 39,207 | 24,759 | 24,123 | 48,882 | 12,062 |
| Total Indirect Expenditures | 122,387 | 110,818 | 233,205 | 118,275 | 120,679 | 238,954 | 142,372 | 137,073 | 279,445 | 68,538 |
| TOTAL EXPENDITURES | \$ 589,702 | \$ 478,180 | \$ 1,067,882 | \$ 537,296 | \$ 395,123 | \$ 932,419 | \$ 521,074 | \$ 648,570 | \$ 1,169,644 | \$ 231,875 |
| Cumulative Surplus (Deficit) | | | | | | | | | | |
| Beginning Cumulative Surplus (Deficit) | \$ (1,041,267) | \$ (839,480) | | \$ (1,120,051) | \$ (599,500) | | \$ (508,729) | \$ 92,957 | | \$ (150,523) |
| Annual Increase/(Decrease) | 201,787 | (280,571) | | 520,551 | 90,771 | | 601,686 | (243,480) | | 409,070 |
| Ending Cumulative Surplus (Deficit) | \$ (839,480) | \$ (1,120,051) | | \$ (599,500) | \$ (508,729) | | \$ 92,957 | \$ (150,523) | | \$ 258,547 |
| | | | | | | | | | | * |
| Statistical Information | | | | | | | | | | |
| Number of Licensees | 1,888 | 1,570 | | 1,770 | 1,574 | | 1,730 | 1,467 | | - |

Additional information:

- Fee analysis required if the cumulative is less than zero; fee analysis recommended when the cumulative is less than current year expenditures; no fee increases needed if cumulative is over the current year expenses *
- Most recent fee change: Fee increase FY16
- Annual license fee analysis will include consideration of other factors such as board and licensee input, potential investigation load, court cases, multiple license and fee types under one program, and program changes per AS 08.01.065.

| | |
|---------------|-------|
| Appropriation | (All) |
| AL Sub Unit | (All) |
| PL Task Code | GUI1 |

| Sum of Expenditures Object Name (Ex) | Object Type Name (Ex) | | | | Grand Total |
|--|--------------------------|-----------------|------------------|--------------------|-------------------|
| | 1000 - Personal Services | 2000 - Travel | 3000 - Services | 4000 - Commodities | |
| 1011 - Regular Compensation | 59,527.69 | | | | 59,527.69 |
| 1023 - Leave Taken | 11,575.97 | | | | 11,575.97 |
| 1028 - Alaska Supplemental Benefit | 4,361.55 | | | | 4,361.55 |
| 1029 - Public Employee's Retirement System Defined Benefits | 8,700.34 | | | | 8,700.34 |
| 1030 - Public Employee's Retirement System Defined Contribution | 1,652.67 | | | | 1,652.67 |
| 1034 - Public Employee's Retirement System Defined Cont Health Reim | 1,205.82 | | | | 1,205.82 |
| 1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical | 414.34 | | | | 414.34 |
| 1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab | 3,651.75 | | | | 3,651.75 |
| 1039 - Unemployment Insurance | 221.77 | | | | 221.77 |
| 1040 - Group Health Insurance | 17,760.19 | | | | 17,760.19 |
| 1041 - Basic Life and Travel | 25.47 | | | | 25.47 |
| 1042 - Worker's Compensation Insurance | 636.13 | | | | 636.13 |
| 1047 - Leave Cash In Employer Charge | 1,600.88 | | | | 1,600.88 |
| 1048 - Terminal Leave Employer Charge | 911.56 | | | | 911.56 |
| 1053 - Medicare Tax | 1,013.89 | | | | 1,013.89 |
| 1069 - SU Business Leave Bank Contributions | 23.42 | | | | 23.42 |
| 1077 - ASEA Legal Trust | 74.90 | | | | 74.90 |
| 1079 - ASEA Injury Leave Usage | 11.14 | | | | 11.14 |
| 1080 - SU Legal Trst | 46.67 | | | | 46.67 |
| 1970 - Personal Services Transfer | 615.11 | | | | 615.11 |
| 2000 - In-State Employee Airfare | | | 452.98 | | 452.98 |
| 2002 - In-State Employee Lodging | | | 476.00 | | 476.00 |
| 2003 - In-State Employee Meals and Incidentals | | | 273.00 | | 273.00 |
| 2005 - In-State Non-Employee Airfare | | | 419.33 | | 419.33 |
| 2006 - In-State Non-Employee Surface Transportation | | | 8.00 | | 8.00 |
| 2007 - In-State Non-Employee Lodging | | | 1,032.00 | | 1,032.00 |
| 2008 - In-State Non-Employee Meals and Incidentals | | | 540.00 | | 540.00 |
| 2009 - In-State Non-Employee Taxable Per Diem | | | 80.00 | | 80.00 |
| 2036 - Cash Advance Fee | | | 4.46 | | 4.46 |
| 3001 - Test Monitor/Proctor | | | | 118.75 | 118.75 |
| 3045 - Postage | | | | 345.70 | 345.70 |
| 3046 - Advertising | | | | 75.16 | 75.16 |
| 3057 - Structure, Infrastructure and Land - Rentals/Leases | | | | 53.01 | 53.01 |
| 3085 - Inter-Agency Mail | | | | 858.31 | 858.31 |
| 3088 - Inter-Agency Legal | | | | 11,943.84 | 11,943.84 |
| 3094 - Inter-Agency Hearing/Mediation | | | | 2,430.40 | 2,430.40 |
| 4002 - Business Supplies | | | | 49.44 | 49.44 |
| 3018 - Judgement/Settlement Interest | | | | 1,706.00 | 1,706.00 |
| 3028 - Settlement Legal Fees | | | | 28,438.90 | 28,438.90 |
| Grand Total | 114,031.26 | 3,285.77 | 45,970.07 | 49.44 | 163,336.54 |

Big Game Commercial Services

Analysis last updated: 3/1/2020
 Renewal Deadline: 12/31/2021
 Presented to board: 03/17-19/2020

| Fee Type | Current fee schedule | | | | Proposed by board | | | | Proposed by division | | | | Adjustments | | | In System 01.01.2018 to 12.31.2019 |
|---|----------------------|-----------------|-------------------|----------------|---------------------------------|------------------------------------|----------|----------------|---------------------------------|------------------------------------|----------|--|-----------------|------------------------|---|------------------------------------|
| | Current Fee | Projected Units | Projected Revenue | Fee Adjustment | Fee with Recommended Adjustment | Projected Revenue after Adjustment | % Change | Fee Adjustment | Fee with Recommended Adjustment | Projected Revenue after Adjustment | % Change | Fee Adjustment for Estimated Prorated Renewals | Projected Units | Projected Revenue Loss | | |
| Application Fee | 200 | 161 | \$ 32,200 | - | \$ 200 | \$ 32,200 | 0% | - | \$ 200 | \$ 32,200 | 0% | | | | Application Fee | 161 |
| Guide-Outfitter Exam or Retake | 125 | 41 | 5,125 | - | 125 | 5,125 | 0% | - | 125 | 5,125 | 0% | | | | Guide-Outfitter Exam or Retake | 41 |
| Game Management Exam | 400 | 100 | 40,000 | - | 400 | 40,000 | 0% | - | 400 | 40,000 | 0% | | | | Game Management Exam | 100 |
| Annual HR/TAR Reporting Fee | 300 | 748 | 224,400 | - | 300 | 224,400 | 0% | - | 300 | 224,400 | 0% | | | | Annual HR/TAR Reporting Fee | 748 |
| Guide Use Area Registration | 100 | 781 | 78,100 | - | 100 | 78,100 | 0% | - | 100 | 78,100 | 0% | | | | Guide Use Area Registration | 781 |
| Mun HR/Trans Activity Report | 500 | 0 | - | - | 500 | - | 0% | - | 500 | - | 0% | | | | Mun HR/Trans Activity Report | 0 |
| New Master Guide-Outfitter (Resident) | 850 | 9 | 7,650 | - | 850 | 7,650 | 0% | - | 850 | 7,650 | 0% | (425.00) | 0 | - | New Master Guide-Outfitter (Resident) | 9 |
| New Master Guide-Outfitter (Non-Resident) | 1,700 | 1 | 1,700 | - | 1,700 | 1,700 | 0% | - | 1,700 | 1,700 | 0% | (850.00) | 2 | (1,700.00) | New Master Guide-Outfitter (Non-Resident) | 1 |
| Renew Master Guide-Outfitter (Resident) | 850 | 101 | 85,850 | - | 850 | 85,850 | 0% | - | 850 | 85,850 | 0% | | | | Renew Master Guide-Outfitter (Resident) | 92 |
| Renew Master Guide-Outfitter (Non-Resident) | 1,700 | 12 | 20,400 | - | 1,700 | 20,400 | 0% | - | 1,700 | 20,400 | 0% | | | | Renew Master Guide-Outfitter (Non-Resident) | 11 |
| New Registered Guide-Outfitter (Resident) | 850 | 13 | 11,050 | - | 850 | 11,050 | 0% | - | 850 | 11,050 | 0% | (425.00) | 12 | (5,100.00) | New Registered Guide-Outfitter (Resident) | 13 |
| New Registered Guide-Outfitter (Non-Resident) | 1,700 | 8 | 13,600 | - | 1,700 | 13,600 | 0% | - | 1,700 | 13,600 | 0% | (850.00) | 7 | (5,950.00) | New Registered Guide-Outfitter (Non-Resident) | 8 |
| Renew Registered Guide-Outfitter (Resident) | 850 | 281 | 238,850 | - | 850 | 238,850 | 0% | - | 850 | 238,850 | 0% | | | | Renew Registered Guide-Outfitter (Resident) | 268 |
| Renew Registered Guide-Outfitter (Non-Resident) | 1,700 | 48 | 81,600 | - | 1,700 | 81,600 | 0% | - | 1,700 | 81,600 | 0% | | | | Renew Registered Guide-Outfitter (Non-Resident) | 40 |
| New Class-A Asst Guide (Resident) | 410 | 4 | 1,640 | - | 410 | 1,640 | 0% | - | 410 | 1,640 | 0% | (205.00) | 0 | - | New Class-A Asst Guide (Resident) | 4 |
| New Class-A Asst Guide (Non-Resident) | 820 | 1 | 820 | - | 820 | 820 | 0% | - | 820 | 820 | 0% | (410.00) | 3 | (1,230.00) | New Class-A Asst Guide (Non-Resident) | 1 |
| Renew Class-A Asst Guide (Resident) | 410 | 84 | 34,440 | - | 410 | 34,440 | 0% | - | 410 | 34,440 | 0% | | | | Renew Class-A Asst Guide (Resident) | 80 |
| Renew Class-A Asst Guide (Non-Resident) | 820 | 10 | 8,200 | - | 820 | 8,200 | 0% | - | 820 | 8,200 | 0% | | | | Renew Class-A Asst Guide (Non-Resident) | 9 |
| New Assistant Guide (Resident) | 410 | 68 | 27,880 | - | 410 | 27,880 | 0% | - | 410 | 27,880 | 0% | (205.00) | 43 | (8,815.00) | New Assistant Guide (Resident) | 68 |
| New Assistant Guide (Non-Resident) | 820 | 39 | 31,980 | - | 820 | 31,980 | 0% | - | 820 | 31,980 | 0% | (410.00) | 23 | (9,430.00) | New Assistant Guide (Non-Resident) | 39 |
| Renew Assistant Guide (Resident) | 410 | 474 | 194,340 | - | 410 | 194,340 | 0% | - | 410 | 194,340 | 0% | | | | Renew Assistant Guide (Resident) | 406 |
| Renew Assistant Guide (Non-Resident) | 820 | 293 | 240,260 | - | 820 | 240,260 | 0% | - | 820 | 240,260 | 0% | | | | Renew Assistant Guide (Non-Resident) | 254 |
| New Transporter (Resident) | 850 | 17 | 14,450 | - | 850 | 14,450 | 0% | - | 850 | 14,450 | 0% | (425.00) | 0 | - | New Transporter (Resident) | 17 |
| New Transporter (Non-Resident) | 1,700 | 1 | 1,700 | - | 1,700 | 1,700 | 0% | - | 1,700 | 1,700 | 0% | (850.00) | 8 | (6,800.00) | New Transporter (Non-Resident) | 1 |
| Renew Transporter (Resident) | 850 | 124 | 105,400 | - | 850 | 105,400 | 0% | - | 850 | 105,400 | 0% | | | | Renew Transporter (Resident) | 107 |
| Renew Transporter (Non-Resident) | 1,700 | 4 | 6,800 | - | 1,700 | 6,800 | 0% | - | 1,700 | 6,800 | 0% | | | | Renew Transporter (Non-Resident) | 3 |
| Retired Master/Reg Guides | 300 | 2 | 600 | - | 300 | 600 | 0% | - | 300 | 600 | 0% | | | | Retired Master/Reg Guides | 2 |
| Retired Class-A Asst Guides | 175 | 1 | 175 | - | 175 | 175 | 0% | - | 175 | 175 | 0% | | | | Retired Class-A Asst Guides | 1 |
| Centralized Fees | 30,557 | 1 | 30,557 | - | 30,557 | 30,557 | 0% | - | 30,557 | 30,557 | 0% | | | | | |
| | | | \$ 1,539,767 | | | \$ 1,539,767 | | | | \$ 1,539,767 | | | | | | |

Beginning Cumulative Surplus must be from FY2018

Initial: PY new applications
 New: PY new applications
 Renewal: PY renewed + PY new + 70% Lapsed
 Temporary: PY temporary
 Courtesy: PY courtesy
 Centralized: PY revenue x .01

| Revenues and Expenditures | CALCULATIONS BASED ON CURRENT FEES | | | | | CALCULATIONS BASED ON BOARD'S PROPOSAL | | | | CALCULATIONS BASED ON DIVISION'S PROPOSAL | | | |
|--|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|--|-----------------------|-----------------------|-----------------------|---|-----------------------|-----------------------|-----------------------|
| | FY2016/2017 Actuals | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 |
| Revenue | 1,543,741 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 |
| Expenses | (932,419) | (1,169,644) | | | | (1,169,644) | | | | (1,169,644) | | | |
| Adjustments | | | | | | | | | | | | | |
| Expenses adjusted for 3% biennial increase | | | (1,204,733) | (1,240,875) | (1,278,102) | | (1,204,733) | (1,240,875) | (1,278,102) | | (1,204,733) | (1,240,875) | (1,278,102) |
| Fee adjustment for pro-rated renewal | | | (39,025) | (39,025) | (39,025) | | (39,025) | (39,025) | (39,025) | | (39,025) | (39,025) | (39,025) |
| Projected Net | | 358,206 | 296,009 | 259,867 | 222,640 | 358,206 | 296,009 | 259,867 | 222,640 | 358,206 | 296,009 | 259,867 | 222,640 |
| *Beginning Cumulative Surplus (Deficit) | | (508,729) | (150,523) | 145,486 | 405,352 | (508,729) | (150,523) | 145,486 | 405,352 | (508,729) | (150,523) | 145,486 | 405,352 |
| Ending Cumulative Surplus (Deficit) | | (150,523) | 145,486 | 405,352 | 627,993 | (150,523) | 145,486 | 405,352 | 627,993 | (150,523) | 145,486 | 405,352 | 627,993 |

31st Legislature (2019-2020)

Alaska Admin Code

12 AAC 02.230

12 AAC 02.230, Big Game Commercial Services Board

- (a) The following fees are established for registered and master guide-outfitters:
- (1) nonrefundable application fee for initial license, \$200;
 - (2) initial registered guide-outfitter qualification examination or retake examination fee, \$125;
 - (3) game management unit examination fee for taking initial examination, retaking examination, or adding game management units, \$400 per game management unit;
 - (4) registered or master guide-outfitter license fee, for all or part of the biennial license period, \$850;
 - (5) biennial registered or master guide-outfitter license renewal fee, \$850;
 - (6) examination preparation packet for registered guide-outfitter, \$100;
 - (7) retired status license fee, \$300.
 - (8) hunt record annual filing fee, \$300;
 - (9) guide use area registration fee, \$100.
- (b) The following fees are established for Class-A assistant and assistant guides:
- (1) nonrefundable application fee for initial license, \$200;
 - (2) Class-A assistant and assistant guide license fee for all or part of the initial biennial license period, \$410;
 - (3) Class-A assistant and assistant guide biennial license renewal fee, \$410.
 - (4) retired status license fee, \$175.
- (c) The following fees are established for transporter licenses:
- (1) nonrefundable application fee, \$200;
 - (2) transporter license fee, for all or part of the biennial license period, \$850;
 - (3) biennial transporter license renewal fee, \$850;
 - (4) transporter activity report annual filing fee, \$300.
- (d) Under AS 08.54.770(e), the license fees for nonresidents are double the license fees established in (a) - (c) of this section.
- (e) The following fee is established for each municipality request for hunt record and transporter activity report information under AS 08.54.760(b)(2), \$500.

Big Game Commercial Services

Analysis last updated: 03/01/2020
 Renewal Deadline: 12/31/2021
 Presented to board: 03/17-19/2020

| Fee Type | Current fee schedule | | | | Proposed by board | | | | Proposed by division | | | | Adjustments | | | In System 01.01.2018 to 12.31.2019 |
|---|----------------------|-----------------|-------------------|----------------|---------------------------------|------------------------------------|----------|----------------|---------------------------------|------------------------------------|----------|--|-----------------|------------------------|---|------------------------------------|
| | Current Fee | Projected Units | Projected Revenue | Fee Adjustment | Fee with Recommended Adjustment | Projected Revenue after Adjustment | % Change | Fee Adjustment | Fee with Recommended Adjustment | Projected Revenue after Adjustment | % Change | Fee Adjustment for Estimated Prorated Renewals | Projected Units | Projected Revenue Loss | | |
| Application Fee | 200 | 161 | \$ 32,200 | - | \$ 200 | \$ 32,200 | 0% | - | \$ 200 | \$ 32,200 | 0% | | | | Application Fee | 161 |
| Guide-Outfitter Exam or Retake | 125 | 41 | 5,125 | - | 125 | 5,125 | 0% | - | 125 | 5,125 | 0% | | | | Guide-Outfitter Exam or Retake | 41 |
| Game Management Exam | 400 | 100 | 40,000 | - | 400 | 40,000 | 0% | - | 400 | 40,000 | 0% | | | | Game Management Exam | 100 |
| Annual HR/TAR Reporting Fee | 300 | 748 | 224,400 | - | 300 | 224,400 | 0% | - | 300 | 224,400 | 0% | | | | Annual HR/TAR Reporting Fee | 748 |
| Guide Use Area Registration | 100 | 781 | 78,100 | - | 100 | 78,100 | 0% | - | 100 | 78,100 | 0% | | | | Guide Use Area Registration | 781 |
| Mun HR/Trans Activity Report | 500 | 0 | - | - | 500 | - | 0% | - | 500 | - | 0% | | | | Mun HR/Trans Activity Report | 0 |
| New Master Guide-Outfitter (Resident) | 850 | 9 | 7,650 | - | 850 | 7,650 | 0% | - | 850 | 7,650 | 0% | (425.00) | 0 | - | New Master Guide-Outfitter (Resident) | 9 |
| New Master Guide-Outfitter (Non-Resident) | 1,700 | 1 | 1,700 | - | 1,700 | 1,700 | 0% | - | 1,700 | 1,700 | 0% | (850.00) | 2 | (1,700.00) | New Master Guide-Outfitter (Non-Resident) | 1 |
| Renew Master Guide-Outfitter (Resident) | 850 | 101 | 85,850 | - | 850 | 85,850 | 0% | - | 850 | 85,850 | 0% | | | | Renew Master Guide-Outfitter (Resident) | 92 |
| Renew Master Guide-Outfitter (Non-Resident) | 1,700 | 12 | 20,400 | - | 1,700 | 20,400 | 0% | - | 1,700 | 20,400 | 0% | | | | Renew Master Guide-Outfitter (Non-Resident) | 11 |
| New Registered Guide-Outfitter (Resident) | 850 | 13 | 11,050 | - | 850 | 11,050 | 0% | - | 850 | 11,050 | 0% | (425.00) | 12 | (5,100.00) | New Registered Guide-Outfitter (Resident) | 13 |
| New Registered Guide-Outfitter (Non-Resident) | 1,700 | 8 | 13,600 | - | 1,700 | 13,600 | 0% | - | 1,700 | 13,600 | 0% | (850.00) | 7 | (5,950.00) | New Registered Guide-Outfitter (Non-Resident) | 8 |
| Renew Registered Guide-Outfitter (Resident) | 850 | 281 | 238,850 | - | 850 | 238,850 | 0% | - | 850 | 238,850 | 0% | | | | Renew Registered Guide-Outfitter (Resident) | 268 |
| Renew Registered Guide-Outfitter (Non-Resident) | 1,700 | 48 | 81,600 | - | 1,700 | 81,600 | 0% | - | 1,700 | 81,600 | 0% | | | | Renew Registered Guide-Outfitter (Non-Resident) | 40 |
| New Class-A Asst Guide (Resident) | 410 | 4 | 1,640 | - | 410 | 1,640 | 0% | - | 410 | 1,640 | 0% | (205.00) | 0 | - | New Class-A Asst Guide (Resident) | 4 |
| New Class-A Asst Guide (Non-Resident) | 820 | 1 | 820 | - | 820 | 820 | 0% | - | 820 | 820 | 0% | (410.00) | 3 | (1,230.00) | New Class-A Asst Guide (Non-Resident) | 1 |
| Renew Class-A Asst Guide (Resident) | 410 | 84 | 34,440 | - | 410 | 34,440 | 0% | - | 410 | 34,440 | 0% | | | | Renew Class-A Asst Guide (Resident) | 80 |
| Renew Class-A Asst Guide (Non-Resident) | 820 | 10 | 8,200 | - | 820 | 8,200 | 0% | - | 820 | 8,200 | 0% | | | | Renew Class-A Asst Guide (Non-Resident) | 9 |
| New Assistant Guide (Resident) | 410 | 68 | 27,880 | - | 410 | 27,880 | 0% | - | 410 | 27,880 | 0% | (205.00) | 43 | (8,815.00) | New Assistant Guide (Resident) | 68 |
| New Assistant Guide (Non-Resident) | 820 | 39 | 31,980 | - | 820 | 31,980 | 0% | - | 820 | 31,980 | 0% | (410.00) | 23 | (9,430.00) | New Assistant Guide (Non-Resident) | 39 |
| Renew Assistant Guide (Resident) | 410 | 474 | 194,340 | - | 410 | 194,340 | 0% | - | 410 | 194,340 | 0% | | | | Renew Assistant Guide (Resident) | 406 |
| Renew Assistant Guide (Non-Resident) | 820 | 293 | 240,260 | - | 820 | 240,260 | 0% | - | 820 | 240,260 | 0% | | | | Renew Assistant Guide (Non-Resident) | 254 |
| New Transporter (Resident) | 850 | 17 | 14,450 | - | 850 | 14,450 | 0% | - | 850 | 14,450 | 0% | (425.00) | 0 | - | New Transporter (Resident) | 17 |
| New Transporter (Non-Resident) | 1,700 | 1 | 1,700 | - | 1,700 | 1,700 | 0% | - | 1,700 | 1,700 | 0% | (850.00) | 8 | (6,800.00) | New Transporter (Non-Resident) | 1 |
| Renew Transporter (Resident) | 850 | 124 | 105,400 | - | 850 | 105,400 | 0% | - | 850 | 105,400 | 0% | | | | Renew Transporter (Resident) | 107 |
| Renew Transporter (Non-Resident) | 1,700 | 4 | 6,800 | - | 1,700 | 6,800 | 0% | - | 1,700 | 6,800 | 0% | | | | Renew Transporter (Non-Resident) | 3 |
| Retired Master/Reg Guides | 300 | 2 | 600 | - | 300 | 600 | 0% | - | 300 | 600 | 0% | | | | Retired Master/Reg Guides | 2 |
| Retired Class-A Asst Guides | 175 | 1 | 175 | - | 175 | 175 | 0% | - | 175 | 175 | 0% | | | | Retired Class-A Asst Guides | 1 |
| Centralized Fees | 30,557 | 1 | 30,557 | - | 30,557 | 30,557 | | | 30,557 | 30,557 | | | | | | |
| | | | \$ 1,539,767 | | | \$ 1,539,767 | | | | \$ 1,539,767 | | | | | | |

Initial: PY new applications
 New: PY new applications
 Renewal: PY renewed + PY new + 70% Lapsed
 Temporary: PY temporary
 Courtesy: PY courtesy
 Centralized: PY revenue x .01

Beginning Cumulative Surplus must be from FY2018

| Revenues and Expenditures | CALCULATIONS BASED ON CURRENT FEES | | | | | CALCULATIONS BASED ON BOARD'S PROPOSAL | | | | CALCULATIONS BASED ON DIVISION'S PROPOSAL | | | |
|--|------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|--|-----------------------|-----------------------|-----------------------|---|-----------------------|-----------------------|-----------------------|
| | FY2016/2017 Actuals | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 | FY2018/FY2019 Actuals | Projected FY2020/2021 | Projected FY2022/2023 | Projected FY2024/2025 |
| Revenue | 1,543,741 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 | 1,527,850 | 1,539,767 | 1,539,767 | 1,539,767 |
| Expenses | (932,419) | (1,169,644) | | | | (1,169,644) | | | | (1,169,644) | | | |
| Adjustments | | | | | | | | | | | | | |
| Expenses adjusted for 3% biennial increase | | | (1,204,733) | (1,240,875) | (1,278,102) | | (1,204,733) | (1,240,875) | (1,278,102) | | (1,204,733) | (1,240,875) | (1,278,102) |
| Fee adjustment for pro-rated renewal | | | (39,025) | (39,025) | (39,025) | | (39,025) | (39,025) | (39,025) | | (39,025) | (39,025) | (39,025) |
| Projected Net | | 358,206 | 296,009 | 259,867 | 222,640 | 358,206 | 296,009 | 259,867 | 222,640 | 358,206 | 296,009 | 259,867 | 222,640 |
| *Beginning Cumulative Surplus (Deficit) | | (508,729) | (150,523) | 145,486 | 405,352 | (508,729) | (150,523) | 145,486 | 405,352 | (508,729) | (150,523) | 145,486 | 405,352 |
| Ending Cumulative Surplus (Deficit) | | (150,523) | 145,486 | 405,352 | 627,993 | (150,523) | 145,486 | 405,352 | 627,993 | (150,523) | 145,486 | 405,352 | 627,993 |

(639,051) one year worth of expenditure

31st Legislature (2019-2020)

Alaska Admin Code

12 AAC 02.230

12 AAC 02.230. Big Game Commercial Services Board

- (a) The following fees are established for registered and master guide-outfitters:
- (1) nonrefundable application fee for initial license, \$200;
 - (2) initial registered guide-outfitter qualification examination or retake examination fee, \$125;
 - (3) game management unit examination fee for taking initial examination, retaking examination, or adding game management units, \$400 per game management unit;
 - (4) registered or master guide-outfitter license fee, for all or part of the biennial license period, \$850;
 - (5) biennial registered or master guide-outfitter license renewal fee, \$850;
 - (6) examination preparation packet for registered guide-outfitter, \$100;
 - (7) retired status license fee, \$300;
 - (8) hunt record annual filing fee, \$300;
 - (9) guide use area registration fee, \$100.
- (b) The following fees are established for Class-A assistant and assistant guides:
- (1) nonrefundable application fee for initial license, \$200;
 - (2) Class-A assistant and assistant guide license fee for all or part of the initial biennial license period, \$410;
 - (3) Class-A assistant and assistant guide biennial license renewal fee, \$410.
 - (4) retired status license fee, \$175.
- (c) The following fees are established for transporter licenses:
- (1) nonrefundable application fee, \$200;
 - (2) transporter license fee, for all or part of the biennial license period, \$850;
 - (3) biennial transporter license renewal fee, \$850;
 - (4) transporter activity report annual filing fee, \$300.
- (d) Under AS 08.54.770(e), the license fees for nonresidents are double the license fees established in (a) - (c) of this section.
- (e) The following fee is established for each municipality request for hunt record and transporter activity report information under AS 08.54.760(b)(2), \$500.

SEARCH Display



State of Alaska Big Game Commercial Services Board Field Guide

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Disclaimer

This publication is an interpretative summary of sections of the Alaska Big Game Guides and Related Occupations Statutes (AS.08.54) and the Big Game Commercial Services Board Regulations (12 AAC 75). It contains rules which affect Registered Guides, Registered Guide-Outfitters, Class-A Assistant Guides, Assistant Guides, and Transporters which have been simplified for your convenience. It is not a legal document and is not quoted verbatim from state law. For further details, contact the Big Game Commercial Services Board of the Alaska Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing on their website: www.commerce.alaska.gov or call (907) 465-2550 or write PO Box 110806, Juneau, AK 99811-0806.

Parts of this publication are obtained from and can be found in the Alaska Department of Fish and Game current (2019 -- 2020) Hunting Regulations. The ADF&G 2019 -- 2020 Hunting Regulations publication is an interpretive summary of the Alaska Hunting Regulations and contains rules which affect most hunters which have been simplified for your convenience. It is not a legal document and it is not quoted verbatim. Visit <http://www.wildlife.alaska.gov> for the most up-to-date regulation information. All classes of Alaska licensed guides should review all annual major changes to the Big Game Commercial Services Board Regulations and to the Alaska Hunting Regulations and restrictions. Both of these sets of regulations are changed annually through public process.

Big Game Commercial Services Board

| Name | Appointed | Expires |
|--|-----------|----------|
| Vacant Private Landholders Restricted | | 03/01/22 |
| Bunch, Jason (Kodiak) Licensed Registered Guides-Outfitters | 03/02/18 | 03/01/23 |
| Heun, Michelle (Palmer) Licensed Transporters | 01/29/18 | 03/01/21 |
| Jackson, Nicholas (Gakona) Private Landholders Restricted | 03/01/16 | 03/01/20 |
| Joyce, Cash (Wasilla) Licensed Transporters | 01/29/18 | 03/01/23 |
| Buist, Pete (Fairbanks) Public | 05/21/19 | 03/01/21 |
| Tiffany IV, Henry (Ester) Licensed Registered Guides-Outfitters | 03/22/13 | 03/01/21 |
| Trombley, Adam (Anchorage) Public | 02/02/17 | 03/01/22 |
| Van Daele, Lawrence (Kodiak) Designated Game Board Member Restricted | 11/20/17 | 03/01/20 |

Big Game Commercial Services Board Staff

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Jean Bennett 907-465-2543
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Big Game Commercial Investigative Staff

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Probation Monitor

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Senior Investigator

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Chief Investigator

| | | | |
|----------------|--------------|----------------|----------------|
| GMU 1 | | GMU 2 | |
| Haines | 907-766-2552 | Craig | 907-755-2291 |
| Juneau | 907-465-4000 | Klawock | 907-755-2918 |
| Ketchikan | 907-225-5118 | | |
| GMU 3 | | GMU 4 | |
| Petersburg | 907-772-3983 | Hoonah | 907-945-3620 |
| Wrangell | 907-874-3215 | Sitka | 907-747-4453 |
| GMU 5 | | GMU 6 | |
| Yakutat | 907-784-3220 | Cordova | 907-424-3184 |
| | | Valdez | 907-835-4307 |
| GMU 7 | | GMU 8 | |
| Cooper Landing | 907-595-1233 | Kodiak | 907-486-4121 |
| Seward | 907-224-3346 | | |
| GMU 9 | | GMU 10 | |
| Cold Bay | 907-532-2440 | Dutch Harbor | 907-581-1432 |
| Iliamna | 907-571-1871 | | |
| King Salmon | | | |
| GMU 11 | | GMU 12 | |
| Glenallen | 907-822-3263 | Northway | 907-778-2245 |
| | | Tok | |
| GMU 13 | | GMU 14 | |
| Cantwell | 907-768-2202 | Anchorage | 907-269-5511 |
| Glenallen | 907-822-3263 | Big Lake | 907-892-6522 |
| | | Girdwood | 907-783-0972 |
| | | Palmer | 907-745-2245 |
| | | Talkeetna | 907-733-2256 |
| GMU 15 | | GMU 16 | |
| Homer | 907-235-8239 | Anchorage | 907-269-5511 |
| Kenai | 907-283-8590 | | |
| Ninilchik | 907-567-3660 | | |
| Soldotna | 907-262-4453 | | |
| GMU 17 | | GMU 18 | |
| Dillingham | 907-842-5641 | Bethel | 907-543-2294 |
| | | Emmonak | 1-886-949-1303 |
| | | St. Mary's | 1-800-240-2019 |
| GMU 19 | | GMU 20 | |
| Aniak | 907-675-4398 | Delta Junction | 907-895-4800 |
| McGrath | 907-524-3052 | Fairbanks | 907-451-5100 |
| | | Healy | 907-683-2232 |
| | | Nenana | 907-832-5554 |
| GMU 21 | | GMU 22 | |
| Galena | 907-656-1233 | Nome | 907-443-2835 |
| | | Unalakleet | 907-624-3073 |
| GMU 23 | | GMU 24 | |
| Kotzebue | 907-442-3222 | Coldfoot | 907-678-5211 |
| MU 25 | | GMU 26 | |
| Fairbanks | 907-451-5100 | Barrow | 907-852-3783 |

ADF&G Division of Wildlife Conservation Contacts:

| | | | |
|----------------|----------------|-------------|----------------|
| Anchorage | (907) 267-2257 | Ketchikan | (907) 225-2475 |
| Barrow | (907) 852-3464 | King Salmon | (907) 246-3340 |
| Bethel | (907) 543-2979 | Kodiak | (907) 486-1880 |
| Cordova | (907) 424-3215 | Kotzebue | (907) 442-3420 |
| Delta Junction | (907) 895-4484 | McGrath | (907) 524-3323 |
| Dillingham | (907) 843-2334 | Nome | (907) 443-2271 |
| Douglas | (907) 465-4265 | Palmer | (907) 746-6300 |
| Fairbanks | (907) 459-7206 | Petersburg | (907) 772-3801 |
| Galena | (907) 656-1345 | Sitka | (907) 747-5449 |
| Glennallen | (907) 822-3461 | Soldotna | (907) 262-9368 |
| Homer | (907) 235-8191 | Tok | (907) 883-2971 |

Alaska Wildlife Troopers Contacts:

| | | | |
|-----------------|----------------|-------------|----------------|
| Anchor Point | (907) 235-8239 | Hoonah | (907) 945-3620 |
| Anchorage | (907) 269-5735 | Iliamna | (907) 571-1534 |
| Aniak | (907) 675-4352 | Juneau | (907) 465-4005 |
| Bethel | (907) 543-5918 | Ketchikan | (907) 225-5111 |
| Mat-Su West | (907) 373-8318 | King Salmon | (907)246-3307 |
| Cantwell | (907) 768-4050 | Kodiak | (907) 486-4762 |
| Coldfoot | (907) 678-5211 | McGrath | (907)524-3222 |
| Cordova | (907) 424-3184 | Nome | (907) 443-2429 |
| Craig (Klawock) | (907) 755-2291 | Palmer | (907) 745-4247 |
| Delta Junction | (907) 895-4681 | Petersburg | (907) 772-3983 |
| Dillingham | (907) 842-5351 | Seward | (907) 224-3935 |
| Dutch Harbor | (907) 581-1432 | Sitka | (907) 747-3254 |
| Fairbanks | (907) 451-5350 | Soldotna | (907) 262-4573 |
| Galena | (907) 656-1634 | Talkeetna | (907) 733-2256 |
| Girdwood | (907) 783-0970 | Tok | (907) 883-4471 |
| Glennallen | (907) 822-3263 | Valdez | (907) 835-4307 |
| Haines | (907) 766-2533 | Wrangell | (907) 874-3215 |
| | | Yakutat | (907) 784-3206 |

Alaska State Trooper Detachments:

A) Detachment (Southeast Alaska)
Ketchikan Dispatch Center (907) 225-6118

B) Detachment (Southcentral Alaska)
MATCOM Dispatch Wasilla (907) 352-5401

C) Detachment (Western Alaska)
Fairbanks Dispatch Center (907) 451-5100

D) Detachment (Interior Alaska)
Fairbanks Dispatch Center (907) 451-5100

E) Detachment (Kenai Peninsula)
Soldotna Dispatch Center (907) 262-4453

SOME COMMON VIOLATIONS:

- Leaving the kill site for any reason without first validating the harvest ticket or permit.
- Failing to salvage all meat of big game animals (except wolves and wolverines) and wildfowl for human consumption. Some restrictions apply to bear taken at certain times of the year in specific areas. If you don't want all of the meat, contact someone in the nearest community and offer them the meat. You may legally transfer the meat to another person. (See ADF&G Hunting Regulations for information on Salvage, Transfer of Possession, and Definition of Edible Meat.)
- Failing to leave evidence of sex naturally attached to the meat when the hunt is restricted to one sex. Antlers are not proof of sex, except for deer when the antlers are naturally attached to the entire carcass with or without the viscera. Horns are proof of sex for Dall sheep; both horns must be salvaged. In most units, the evidence of sex must remain attached to bears. (See ADF&G Hunting Regulations for information on Evidence of Sex.)
- Transporting antlers or horns to the departure point from the field (landing strip, trail head, road, river, etc.) before bringing out the meat. Antlers or horns may be transported simultaneously with the last load of meat.
- Leaving any part of a harvested animal on a public road or right-of-way is littering and is illegal. Leave guts, hides, etc. in the field, out of sight of roads and trails.
- Driving a motorized land vehicle across or through a stream in which salmon, steelhead, sea run cutthroat, Dolly Varden, Arctic Char, sheefish, or whitefish

spawn, rear, or migrate. Protected streams are listed in the Anadromous Waters Catalog and Atlas which may be viewed at DNR Habitat Management offices.

UNLAWFUL ACTS

In addition to a disciplinary sanction, a person who commits an offense of any of the following unlawful acts is guilty of a misdemeanor and is punishable by a fine of not more than \$10,000 or by imprisonment up to one year, or both. Additionally, the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense set out in (a)(1), (3) – (5), (7), (17), (18), or (19) of this section for a specified period of not more than three years. (*)

It is unlawful for a person who is licensed to knowingly fail to promptly report, unless a reasonable means of communication is not reasonably available, to the Department of Public Safety, and in no event later than 20 days, a violation of a state or federal wildlife or game, guiding or transportation services statute or regulation that the person reasonably believes was committed by a client or an employee of the person. * 1

It is unlawful for a person who is licensed to intentionally obstruct or hinder or attempt to obstruct or hinder lawful hunting engaged in by a person who is not a client of the person. * 2 [subject to court ordered license suspension of 1-5 years]

It is unlawful for a class-A assistant guide or an assistant guide to knowingly guide a big game hunt except while employed and supervised by a registered guide-outfitter.
* 3

It is unlawful for a person who holds any class of guide license or transporter license to knowingly enter or remain on private, state, or federal land without prior authorization during the course of providing big game hunting services or transportation services. * 4

It is unlawful for a registered guide-outfitter to knowingly engage in providing big game hunting services outside of a game management unit for which the registered guide-outfitter is certified; or a use area for which the registered guide-outfitter is registered unless the registration requirement for the area has been suspended by the Alaska Department of Fish and Game. * 5

It is unlawful for a person to knowingly guide without having a current registered guide-outfitter, class-A assistant guide, or assistant guide license and a valid Alaska hunting license in actual possession. * 6 [not subject to court ordered license revocation]

Properly Licensed Registered/Master Guide-Outfitters May:

- Contract to conduct guided big game hunts for clients within the Guide Use Area(s) in the Game Management Unit(s) for which they are registered and certified.
- Accompany clients in the field for the finding and taking of big game.
- Set up camps for clients in Guide Use Areas for which they are registered.
- Provide all necessary equipment and gear for clients.
- Perform the essential duties associated with guiding and outfitting.
- Hire and supervise Class-A Assistant Guides and/or

Assistant Guides for contracted hunt.

- Write evaluations for those classes of assistant guides they have hired.
- Register for Guide Use Areas and obtain land use permission.
- Advertise for and set rates for guided big game hunts.
- Apply for Guide Use Areas in Game Management Units for which they are certified.
- Provide transportation services, personally or through an assistant, to big game hunters who are clients of the registered guide-outfitter.
- Be employed by another registered guide-outfitter to perform the functions of a registered guide-outfitter or class-A assistant guide in the game management unit for which the person is certified or the functions of an assistant guide in any game management unit.

Properly Licensed Class-A Assistant Guides may:

- Not contract to guide or outfit a big game hunt.
- Be employed by and under the supervision of a registered guide-outfitter who has contracted with the client for whom the class-A assistant guide is conducting the hunt;
- Take charge of a camp and provide guide services from the camp without the contracting registered guide-outfitter being in the field and participating in the contracted hunt if the contracting registered guide-outfitter is supervising the guiding activities.
- Perform functions of a class-A assistant guide only in the game management unit for which the license is issued.

- Be employed by a registered guide-outfitter to perform the functions of an assistant guide in any game management unit.

Properly Licensed Assistant Guides may:

- Not contract to guide or outfit a big game hunt.
- Be employed by a registered guide-outfitter and under the supervision of a registered guide-outfitter or class-A assistant guide while the assistant guide is in the field on guided hunts.
- Not take charge of a camp or provide guide services unless the contracting registered guide-outfitter is in the field and participating in the contracted hunt or a registered guide outfitter or class-A assistant guide employed by the contracting guide is physically present and supervising the hunt.

Properly Licensed Transporters may:

- Provide transportation services and accommodations to big game hunters in the field at a permanent lodge, house, or cabin owned by the transporter or on a boat with permanent living quarters located on salt water.
- Not provide big game hunting services without holding the appropriate license.

Are Your Ready for Work?

Guides:

- Is your license valid? If not, you need to renew your license. Go to the Big Game Commercial Services Board website to view your license.
- Do you have a hard copy of your license? If not, you can order one from the division.
- If you are required to have proof of responsibility, is it current? If not, contact your insurance agent right away and send a copy into the division.
- Is your business license current? If not, please reach out to the business license department (907) 465-2550
- Have you registered for your guide use areas? If not, please send a completed GUA Registration application into the division right away.
- Do you need hunt records? If yes, please email, fax or mail in your request. Remember that you are only permitted to have 50 at one time. The most current hunt record is dated 12/2017. Void and return all old hunt records to the division.

Transporters:

- Is your license valid? If not, you need to renew your license. Go to the Big Game Commercial Services Board website to view your license.
- Do you have a hard copy of your license? If not, you can order one from the division.
- If you are required to have proof of responsibility, is it current? If not, contact your insurance agent right away and send a copy into the division.
- Is your business license current? If not, please reach out to the business license department (907) 465-2550
- Is your LLC or corporation status current? If not, please reach out to the corporation's department (907) 465-2550

- Have you changed vehicles or rental cabins? If yes, please update this information with the division via email, fax or mail.
- Have you submitted all FAA & USCG licenses for new and upgraded employees? If not, please send them into the division via email, fax or mail.
- Have you turned in all of your TAR's from the previous year? They are all due by February 1st. If not, please send them in right away with a letter explaining why they are late.
- Do you have enough TAR's? If not, please reach out to staff via email, fax or mail with your request.

Unique Verification Codes

In order to be issued a unique verification code (UVC) for a drawing hunt permit; a written request must be received by the division no later than December 10th.

To be eligible for a UVC, the Registered or Master Guide **MUST** have a valid GUA registration for the year of the application **AND** the years the permit is valid.

Annual Filing Fee

The \$300 annual filing fee for hunt and/or transporter records must be submitted by March 31 each year.

Going Out of Business?

- Contact your license examiner in writing, FAX, or e-mail.
- Return all hunt records (HRs)/transporter activity reports (TARs).
- Inform your assistant guides that their licenses will still be valid but that they must find another guide to work for.
- Contact your insurance provider or bond holder.
- Maintain copies of all contracts for at least four years.
- Post an out of business notice on your website and cancel any advertisements so as not to look like you are trying to guide without a license.

12 AAC 75.340. PROFESSIONAL ETHICS STANDARDS FOR GUIDES.

(a) **Unethical activities.** A master guide-outfitter, registered guide-outfitter, assistant guide, or class-A assistant guide may not participate in an unethical activity that may result in

a disciplinary sanction under AS 08.54.710. In this subsection, "unethical activity"

- (1) means failing to or being unfit to meet a professional standard of conduct that satisfactorily and safely implements, under field conditions, the knowledge, skills, qualifications, and judgment required for the license held; and
- (2) includes
 - (A) failing to comply with the standards set out in (b) – (f) of this section;
 - (B) failing to fulfill a condition or requirement established as a disciplinary sanction under

- (C) failing to fulfill the supervision, hunt participation, and other requirements of this chapter; and
- (D) failing to report to the board, within 30 days after the date of conviction, a conviction in this state, another state, or the United States for a
 - (i) violation of a state or federal statute or regulation related to hunting;
 - (ii) violation of a state or federal statute or regulation relating to guiding, outfitting, transportation, or other hunting services;
- or
- (iii) felony;
- (E) failing to comply with an order from the board.

(b) **Compliance with law.** All classes of guides shall

- (1) comply with applicable state and federal statutes and regulations; and
- (2) obtain prior authorization as appropriate before entering or remaining on private, state, or federal land during the course of providing big game hunting services.

(c) **Client and employee care standards.** All classes of guides shall

- (1) take every reasonable measure to assure the safety and comfort of the client, including ensuring that during the hunt
 - (A) adequate supplies are present to provide first aid for injuries that are reasonably expected in the field;
 - (B) sufficient supplies are present to provide for emergencies, including food, clothing, and a source of heat; and
 - (C) food and shelter are present that are normally considered satisfactory under field conditions;

- (2) avoid intentionally, recklessly, or carelessly exposing an employee or client to undue hazards;
- (3) advise clients and employees involved in a hunt of the applicable state and federal statutes and regulations relating to hunting, land use, wildlife, big game hunting services, and conservation;
- (4) ensure that the proper hunting licenses, hunt record, game tags, and harvest reports for the big game species being hunted are in the client's possession before the hunt begins;
- (5) ensure that the appropriate tags are attached to any game taken by a client and all game is sealed or marked as required by 5 AAC 92;
- (6) advise a client before a hunt of the game population in the hunting area; and
- (7) provide remuneration in a complete and timely manner of debts or refunds owed to clients or contracting guides, or wages owed to an employee.

(d) **Field craft standards.** All classes of guides shall

- (1) conduct themselves in a professional sportsman like manner, and treat wildlife, wild lands, and all users with courtesy and respect;
- (2) use every lawful means at the licensee's disposal to bag a wounded animal while it is in danger of escaping, or, in a serious emergency, while human life or well-being is endangered;
- (3) barring unforeseen conditions, properly prepare antlers, horns, hides, and capes to be delivered to the taxidermist or to the client at the conclusion of a hunt in a satisfactory and unspoiled condition, unless the

guide is providing only outfitting and transportation

services for the client;

- (4) endeavor to salvage all meat of animals taken by clients, in accordance with state statutes and regulations;
- (5) except for brown bear, grizzly bear, wolves, and wolverine, transport the meat of a big game animal taken by the client in accordance with 5 AAC 92;
- (6) respect gear, equipment, food, shelter, and camps established by other users;
- (7) avoid staging unused or unattended camps and gear

to

discourage other users from utilizing a location;

- (8) allow appropriate buffer areas between hunters and camps in order to avoid disrupting hunts and

hunting

experiences;

(9) refrain from using any mechanical powered equipment

to knowingly herd, drive, chase, or harass big game animals;

- (10) to avoid altering the hunting experience of other hunters, refrain from making multiple, consecutive approaches in any mechanical powered equipment,

near

any big game animal or group of big game animals during any open hunting season for that species,

unless

- (A) hunting brown, grizzly, or black bears from January 1 through June 30 in an area with an allowable harvest under 5 AAC 85 and 5 AAC

92,

of one or more brown or grizzly bears per regulatory year; in this subparagraph,

"regulatory

year" has the meaning given in 5 AAC 92.990;

or

- (B) specifically authorized under another statute

or

regulation;

- game
- (11) avoid utilizing global positioning system (GPS) or other electronic devices to locate and stalk a big animal for the purpose of harvest; and
- requests
- (12) respond personally or through an assistant to for assistance communicated during the hunt; a contracting or employing guide must respond within a reasonable time based on the urgency of the request, weather conditions, and other safety factors.

(e) Standards for cooperation with law enforcement officers

and for conservation awareness. All classes of guides shall

- (1) cooperate with state or federal law enforcement officers;
- or
- (2) provide any information to assist law enforcement state and federal wildlife officials; and
- when
- (3) practice sound wildlife conservation and create an awareness of conservation needs and practices dealing with the public.

(f) Standards of professionalism. A guide

- success
- (1) of any class may not make guarantees as to the of a hunt or the number of animals to be taken on a hunt;
- of
- (2) shall provide supervision as required from a guide that class, and make a good faith effort to make the verbal or, if applicable, the written client communication as required in 12 AAC 75.240;
- under
- (3) if permitted to advertise or sell big game hunts AS 08.54, may not advertise or sell big game hunts to be conducted solely on tidelands; a guide of any class

may not provide big game hunting services on
tidelands
except
mark
game
the
or below mean high water mark in fresh water,
on those tidelands and below mean high water
lands that are immediately adjacent to uplands on
which the guide has authorization to provide big
hunting services; in this paragraph, "tidelands" has
the
meaning given in AS 38.05.965; and
(4) if permitted to advertise under AS 08.54, may not
misrepresent services by false or misleading
advertising.

12 AAC 75.440. PROFESSIONAL ETHICS STANDARDS FOR PROVIDERS OF TRANSPORTATION SERVICES. (a) **Unethical activities.**

A transporter, master guide-outfitter, or registered guide-outfitter may not participate in an unethical activity that may result in a disciplinary sanction under AS 08.54.710. In this subsection, "unethical activity"

(1) means failing to or being unfit to meet a professional standard of conduct that satisfactorily and safely implements, under field conditions, the knowledge, skills, qualifications, and judgment required for a transporter; and

(2) includes

(A) failing to comply with the standards set out in (b) – (d) of this section; and

(B) failing to comply with a condition or requirement established as a disciplinary sanction in AS 08.54.710;

(C) failing to comply with an order from the board.

(b) **Compliance with law.** A transporter or registered guide-outfitter providing transportation services shall

(1) comply with applicable state and federal statutes and regulations; and

(2) obtain prior authorization as appropriate before entering or remaining on private, state, or federal lands during the course of providing transportation services.

(c) **Client care and transportation standards.** A transporter or registered guide-outfitter providing transportation services shall

(1) take every reasonable measure to ensure the safety and comfort of the client, including ensuring that while the licensee is providing transportation services

(A) adequate supplies are present to provide first aid for injuries that are reasonably expected while providing transportation services; and

(B) sufficient supplies are present to provide for emergencies, including food, clothing, and a source of heat;

(2) before leaving a client in the field, advise the client of the date, time, and location at which the transporter or registered guide-outfitter will pick up the client and the course of action the client should follow if the transporter or registered guide-outfitter is unable to pick up the client as planned;

(3) transport the client into and out of the field at the planned date, time, and location, unless prevented by weather, mechanical problems, or other safety concerns; (4) check on or communicate with a client in the field as agreed to before transporting that client;

(5) clearly define rates and services to prospective clients before booking and acceptance of deposits, and shall avoid misleading prospective clients through false or fictitious advertising;

(6) be willing and capable of making financial restitution to a client for any breach of contract owing to no fault of the client;

(7) avoid staging unused or unattended camps and gear to discourage other users from utilizing a location;

(8) endeavor to transport all meat of animals taken by clients, in accordance with state statutes and regulations;

(9) avoid using an aircraft in any manner to spot big game for the purpose of taking a specific animal;

(10) avoid utilizing, in any manner, global positioning system (GPS) or other electronic devices to assist in the taking of a big game animal;

(11) avoid herding, driving, or chasing animals with the use of mechanically powered equipment;

(12) avoid overbooking clients such that the transporter or registered guide-outfitter is unable to take otherwise reasonable measures to ensure the safety and comfort of clients already in the field;

(13) allow appropriate buffer areas between hunters and camps transported by the same service to avoid disrupting hunts and hunt experiences; and

(14) avoid making guarantees as to the success of a hunt or the number of animals to be taken on a hunt.

(d) **Standards for cooperation with law enforcement officers and for conservation awareness.** A transporter or registered guide-outfitter providing transportation services shall

(1) cooperate with state or federal law enforcement officers;

(2) provide any information to assist law enforcement or state and federal wildlife officials; and

(3) practice sound wildlife conservation and create an awareness of conservation needs and practices when dealing with the public.

Published by the State of Alaska
Department of Commerce, Community and
Economic Development
Division of Corporations, Business and Professional
Licensing
BIG GAME COMMERCIAL SERVICES BOARD
P.O. Box 110806
Juneau, AK 99811-0806



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

**Department of Commerce,
Community,
and Economic Development**

BIG GAME COMMERCIAL SERVICES BOARD

P.O. Box 110806
Juneau, AK 99811-0806
Main: 907.465.2543
Toll free fax: 907.465.2974

- 1. SUBJECT:** When a guide-outfitter license may be granted to an applicant with a felony conviction.
- 2. APPLICABILITY:** This policy applies to applications for all classes of guide-outfitter license.
- 3. STATUTES AND REGULATIONS AFFECTED:** AS 08.54.605, AS 08.54.610, AS 08.54.620, AS 08.54.630, AS 08.54.660, AS 08.54.710, AS 08.54.720, 12 AAC 75.100, 12 AAC 75.105, 12 AAC 75.120, 12 AAC 75.130, 12 AAC 75.340
- 4. INTENT:** To provide clarification and direction to an applicant for any class of guide-outfitter license that licensees are required to be in compliance with state and federal laws affecting the provision of services for which the license is granted.

12 AAC 75.340(b) **Professional ethics standards for guides.** (b) Compliance with law. All classes of guides shall
 - (1) comply with applicable state and federal statutes and regulations. . .
12 AAC 75.340(c) **Client and employee care standards.** All classes of guide shall
 - (1) take every reasonable measure to assure the safety and comfort of the client...
12 AAC 75.340(d) **Field care standards.** All classes of guide shall...
 - (2) use every lawful means at the licensee's disposal to bag a wounded animal while it is in danger of escaping, or, on serious emergency, while human life or well-being is endangered...
- 5. POSITION:** The Board has determined that under 12 AAC 75.340(c)(1)(2) and 12 AAC 75.340(d)(2) a guide-outfitter in the field with a client must be in possession of a firearm to adequately protect the safety of the client and to be prepared to efficiently dispatch a wounded animal. A guide-outfitter must be legally authorized to possess and carry a firearm while in the field with a client.

The Board licenses and regulates the activities of providers of commercial services to big game hunters in Alaska. Licensees, their clients, and the firearms and ammunition used in the service

of clients come to Alaska from all over the world. The Board recognizes that federal law 18 United States Code § 922 was enacted pursuant to the federal commerce power, and under 18 U.S.C. § 922(g) a person who has been convicted of a felony may not possess a firearm or ammunition. Under Alaska statutes, a person may not legally possess a firearm if convicted of: 1) a felony against a person, or 2) a felony, other than an offense against a person, unless 10 years have elapsed from the date of unconditional discharge from probation and parole.

Therefore, it is the Board's position that any class of guide-outfitter license which requires the possession of a firearm may not be granted to an applicant who has been convicted of a felony, unless the applicant provides legal documentation that the right to possess a firearm has been restored under both state and federal law.

6. RECOMMENDATIONS: An applicant for any class of guide-outfitter license who has been convicted of a felony in any jurisdiction must provide proof that he or she is legally allowed under both state and federal law to possess and carry a firearm.

GUIX Draft December 11, 2019 – Application for guide-outfitter license with felony history



THE STATE
of **ALASKA**

Department of Commerce, Community,
and Economic Development

DIVISION OF CORPORATIONS, BUSINESS AND
PROFESSIONAL LICENSING

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Anchorage, AK 99501-3567
Main: 907.269.8160
Fax: 907.269.8156

MEMORANDUM

DATE: March 04, 2020
TO: Big Game Commercial Services Board
THRU: Greg Francois, Chief Investigator *GAF*
FROM: Lee Strout, Investigator *LS*
RE: Investigative Report for the March 17, 2020 Meeting

The following information was compiled as an investigative report to the Board for the period of November 21, 2019 thru March 04, 2020; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegal in Juneau, regarding continuing education audits and license action resulting from those matters are not covered in this report.

OPEN - 49

| <u>Case Number</u> | <u>Violation Type</u> | <u>Case Status</u> | <u>Status Date</u> |
|------------------------|---------------------------------|--------------------|--------------------|
| ASSISTANT GUIDE | | | |
| 2020-000251 | Criminal action - conviction | Intake | 03/03/20 |
| 2019-000288 | License application problem | Complaint | 03/18/19 |
| 2019-000752 | License application problem | Complaint | 09/04/19 |
| 2019-001416 | License application problem | Complaint | 12/18/19 |
| 2020-000133 | Probation violation | Complaint | 02/19/20 |
| 2020-000150 | License application problem | Complaint | 02/13/20 |
| 2020-000178 | License application problem | Complaint | 02/19/20 |
| 2017-000993 | License application problem | Monitor | |
| 2018-001095 | Unlicensed practice or activity | Monitor | |
| 2018-001136 | Unlicensed practice or activity | Monitor | |
| 2019-000484 | Criminal action - conviction | Monitor | |

| | | | |
|-------------|---------------------------------|---------------|----------|
| 2019-000606 | Unlicensed practice or activity | Investigation | 12/16/19 |
| 2019-000625 | License application problem | Investigation | 11/25/19 |
| 2019-000703 | Unlicensed practice or activity | Investigation | 12/16/19 |
| 2019-001231 | Criminal action - conviction | Investigation | 12/31/19 |
| 2019-001379 | License application problem | Investigation | 01/21/20 |

CLASS A ASSISTANT GUIDE

| | | | |
|-------------|-----------------------------|---------------|----------|
| 2019-000473 | License application problem | Investigation | 10/08/19 |
|-------------|-----------------------------|---------------|----------|

GUIDE-OUTFITTER

| | | | |
|-------------|-----------------------------------|-----------|----------|
| 2020-000149 | License application problem | Intake | 02/06/20 |
| 2020-000253 | Violation of licensing regulation | Intake | 03/03/20 |
| 2019-000531 | Violation of licensing regulation | Complaint | 06/10/19 |
| 2019-001011 | Violation of licensing regulation | Complaint | 09/30/19 |
| 2019-001052 | Violation of licensing regulation | Complaint | 10/14/19 |
| 2019-001054 | Violation of licensing regulation | Complaint | 10/14/19 |
| 2019-001123 | Violation of licensing regulation | Complaint | 10/29/19 |
| 2020-000051 | Criminal action - conviction | Complaint | 02/19/20 |
| 2020-000163 | License application problem | Complaint | 02/19/20 |
| 2018-000009 | Criminal action - conviction | Monitor | |
| 2018-001119 | Unlicensed practice or activity | Monitor | |
| 2018-001144 | Criminal action - no conviction | Monitor | |

MASTER GUIDE-OUTFITTER

| | | | |
|-------------|-----------------------------------|---------------|----------|
| 2019-000946 | Violation of licensing regulation | Complaint | 09/04/19 |
| 2019-000992 | Criminal action - conviction | Complaint | 09/18/19 |
| 2020-000045 | License application problem | Complaint | 01/14/20 |
| 2020-000135 | Breach of fiduciary duty | Complaint | 03/04/20 |
| 2020-000191 | Breach of fiduciary duty | Complaint | 02/18/20 |
| 2020-000222 | Criminal action - no conviction | Complaint | 02/25/20 |
| 2017-001208 | Criminal action - conviction | Monitor | |
| 2016-000245 | Violation of licensing regulation | Investigation | 06/11/19 |
| 2016-000346 | Violation of licensing regulation | Investigation | 07/17/19 |
| 2016-000632 | Violation of licensing regulation | Investigation | 11/29/17 |
| 2017-000405 | Violation of licensing regulation | Investigation | 07/17/19 |
| 2017-000419 | Violation of licensing regulation | Investigation | 05/22/18 |
| 2017-000817 | Criminal action - no conviction | Investigation | 07/18/19 |

| | | | |
|-------------|-----------------------------------|---------------|----------|
| 2017-001085 | Violation of licensing regulation | Investigation | 10/12/17 |
| 2019-000624 | Action in another state | Investigation | 07/03/19 |
| 2019-001227 | Violation of licensing regulation | Investigation | 11/25/19 |

TRANSPORTER

| | | | |
|-------------|-----------------------------------|---------------|----------|
| 2020-000120 | Violation of licensing regulation | Intake | 01/30/20 |
| 2019-000483 | Criminal action - no conviction | Complaint | 06/12/19 |
| 2019-000589 | License application problem | Complaint | 12/16/19 |
| 2019-001249 | Criminal action - conviction | Investigation | 02/12/20 |

Closed - 31

| <u>Case #</u> | <u>Violation Type</u> | <u>Case Status</u> | <u>Closed</u> | <u>Closure</u> |
|------------------------|-----------------------------------|----------------------|---------------|----------------------|
| ASSISTANT GUIDE | | | | |
| 2019-001315 | Violation of licensing regulation | Closed-Intake | 12/24/19 | Incomplete Complaint |
| 2019-001398 | License application problem | Closed-Intake | 12/12/19 | Review Complete |
| 2020-000039 | License application problem | Closed-Intake | 01/15/20 | Review Complete |
| 2020-000058 | License application problem | Closed-Intake | 01/31/20 | Incomplete Complaint |
| 2020-000148 | License application problem | Closed-Intake | 02/06/20 | Review Complete |
| 2020-000177 | License application problem | Closed-Intake | 02/13/20 | Review Complete |
| 2020-000199 | License application problem | Closed-Intake | 02/21/20 | Review Complete |
| 2020-000250 | License application problem | Closed-Intake | 03/03/20 | Review Complete |
| 2019-000792 | License application problem | Closed-Complaint | 11/27/19 | Review Complete |
| 2015-001271 | Criminal action - conviction | Closed-Investigation | 12/19/19 | License Action |
| 2019-000786 | Criminal action - conviction | Closed-Investigation | 12/19/19 | License Action |
| 2019-000791 | Criminal action - conviction | Closed-Investigation | 12/19/19 | License Action |

CLASS A ASSISTANT GUIDE

| | | | | |
|-------------|-----------------------------|---------------|----------|-----------------|
| 2020-000057 | License application problem | Closed-Intake | 01/24/20 | Review Complete |
|-------------|-----------------------------|---------------|----------|-----------------|

GUIDE-OUTFITTER

| | | | | |
|-------------|-----------------------------------|---------------|----------|----------------------|
| 2019-001306 | Violation of licensing regulation | Closed-Intake | 12/24/19 | Incomplete Complaint |
| 2019-001380 | License application problem | Closed-Intake | 12/12/19 | Review Complete |
| 2019-001418 | License application problem | Closed-Intake | 12/17/19 | Review Complete |
| 2019-001421 | License application problem | Closed-Intake | 12/17/19 | Review Complete |
| 2019-001456 | License application problem | Closed-Intake | 12/26/19 | Review Complete |

| | | | | |
|-------------|-----------------------------------|----------------------|----------|--------------------------|
| 2020-000027 | Violation of licensing regulation | Closed-Intake | 02/11/20 | Incomplete Complaint |
| 2020-000174 | License application problem | Closed-Intake | 02/13/20 | Review Complete |
| 2020-000176 | License application problem | Closed-Intake | 02/13/20 | Review Complete |
| 2018-001227 | Violation of licensing regulation | Closed-Complaint | 02/13/20 | No Action - No Violation |
| 2019-000626 | Criminal action - no conviction | Closed-Investigation | 12/19/19 | License Action |

MASTER GUIDE-OUTFITTER

| | | | | |
|-------------|-----------------------------------|----------------------|----------|--------------------------|
| 2019-001417 | License application problem | Closed-Intake | 12/17/19 | Review Complete |
| 2019-001420 | License application problem | Closed-Intake | 12/17/19 | Review Complete |
| 2019-001422 | License application problem | Closed-Intake | 12/17/19 | Review Complete |
| 2019-001464 | License application problem | Closed-Intake | 12/27/19 | Review Complete |
| 2020-000147 | License application problem | Closed-Intake | 02/06/20 | Review Complete |
| 2019-000372 | Violation of licensing regulation | Closed-Complaint | 11/26/19 | No Action - No Violation |
| 2019-001419 | License application problem | Closed-Investigation | 12/20/19 | Advisement Letter |

TRANSPORTER

| | | | | |
|-------------|---------------------------------|------------------|----------|----------------|
| 2019-000914 | Criminal action - no conviction | Closed-Complaint | 12/19/19 | License Action |
|-------------|---------------------------------|------------------|----------|----------------|

END OF REPORT



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY



Department of Commerce, Community,
and Economic Development

DIVISION OF CORPORATIONS, BUSINESS AND
PROFESSIONAL LICENSING

Anchorage Office

550 West 7th Avenue, Suite 1500
Anchorage, Alaska 99501-3567
Main: 907.269.8160
Fax: 907.269.8195

PROBATION REPORT

DATE: February 24, 2020
TO: Alaska Big Game Commercial Services Board
THROUGH: Amber Whaley, Senior Investigator 
FROM: Ryan Gill, Probation Monitor 
SUBJECT: Probation Report for the March 17, 2020 Meeting

The following is a complete list of individuals on probation for this Board. All individuals are in compliance with their agreements except as noted below. There are currently **twenty-five (25)** licenses on probation as of the date of this document. Since the last probation report, **six (6)** licenses were released from probation. All personnel are in compliance except as noted below.

| <u>Name</u> | <u>Case Number</u> | <u>Start of Probation</u> | <u>End of Probation</u> |
|---------------------|--------------------|---------------------------|-------------------------|
| *Donelson, Patrick | 2014-002433 | 12/10/2014 | 04/03/2020 |
| Elliot, Glenn | 2015-000435 | 03/04/2015 | 06/30/2020 |
| Hill, Craig | 2015-002204 | 02/09/2015 | 08/26/2020 |
| *Miller, Joseph | 2016-000357 | 03/08/2016 | SUSPENDED |
| *Renfro, Michael | 2016-000359 | 07/31/2017 | 07/31/2020 |
| Widmier, Bae | 2017-000809 | 07/17/2017 | 12/31/2021 |
| Wysocki, Glenn | 2017-001206 | 11/16/2017 | 10/07/2020 |
| Vander Esch, Darwin | 2017-001236 | 12/07/2017 | 12/07/2020 |
| *Colpo, Michael | 2018-000904 | 07/26/2018 | HOLD |

| <u>Name</u> | <u>Case Number</u> | <u>Start of Probation</u> | <u>End of Probation</u> |
|--------------------|--------------------|---------------------------|-------------------------|
| Burwell, Jeffrey | 2018-001429 | 10/25/2018 | 10/25/2020 |
| Parkerson, Stanley | 2018-000973 | 07/26/2018 | 12/03/2021 |
| Owen, Michael | 2018-001058 | 07/26/2018 | 07/26/2020 |
| Burwell, Jeffery | 2018-001429 | 10/25/218 | 10/25/2020 |
| *Shrum, Zachary | 2018-001432 | 10/25/2018 | HOLD |
| *Sibert, Jeffrey | 2018-001434 | 10/25/2018 | HOLD |
| Bieri, Michel | 2019-000158 | 01/24/2019 | 01/24/2021 |
| Hornberger, Alan | 2019-000172 | 01/24/2019 | 01/24/2022 |
| Malone, Paul | 2019-000173 | 07/24/2019 | SUSPENDED |
| O'Brien, Tyler | 2019-000174 | 01/24/2019 | 03/07/2020 |
| Weyiouanna, Tyler | 2019-000178 | 01/24/2019 | 12/04/2020 |
| Vrem, Tracy B. | 2019-000457 | 04/04/2019 | 04/26/2020 |
| *Jobe, George, | 2019-000461 | 04/04/2019 | HOLD |
| West, Jim | 2019-000465 | 04/04/2019 | 04/04/2020 |
| Renfro, Michael | 2019-000468 | 08/01/2020 | 07/31/2021 |

RELEASE FROM PROBATION:

| <u>Name</u> | <u>Case Number</u> | <u>Start of Probation</u> | <u>Release Date</u> | <u>Status</u> |
|------------------|--------------------|---------------------------|---------------------|---------------|
| Green, Charles | 2013-001702 | 07/23/2013 | 01/06/2020 | Expired |
| Zimmerman Joseph | 2015-001406 | 07/28/2015 | 01/06/2020 | Expired |
| Blackwell, Roy | 2016-001409 | 12/05/2016 | 12/05/2019 | Completed |
| Barnett, Jacob | 2018-001428 | 10/25/2018 | 12/03/2019 | Surrendered |
| Fisher, Tom | 2019-000159 | 01/24/2019 | 01/24/2020 | Completed |
| Vrem, Tracy J. | 2019-000175 | 01/24/2019 | 01/24/2020 | Completed |

NOTES:

- * Donelson, Patrick: Currently in compliance; however, a possible new violation and/or probation violation is pending review.
- * Miller, Joseph: He has made a \$1,000 payment towards \$5,000 fine (See Board Decision December 4, 2019).
- * Renfro, Michael: Currently in compliance. Has two probation cases that will run consecutively. Submitted a letter to the Board for consideration.
- * Colpo, Michael: Consent Agreement was violated; new case was generated and currently on-going.
- * Shrum, Zachary: License lapsed 01/01/2020 (violation of CA), Overdue fine (\$1,000)- See Board decision from December 4, 2020.
- * Sibert, Jeffrey: License lapsed 01/01/2020, lives out of state, and failed to pay fine. Signed surrender letter for Board consideration.
- * Jobe, George: Lapsed license as of 01/01/2020. Lives out of state. Last contact, he advised he planned to renew.

EXECUTIVE SESSION MOTION

Sec. 44.62.310. Government meetings public.

(c) The following subject may be considered in an executive session:

- (1) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity;
- (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
- (3) matters which by law, municipal charter, or ordinance are required to be confidential;
- (4) matters involving consideration of government records that by law are not subject to public disclosure.

MOTION WORDING:

“In accordance with the provisions of Alaska Statute 44.62.310 (c), I move to go into executive session for the purpose of discussing (select the appropriate statutory citation for the situation):

- (1) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public entity; *OR***
- (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; *OR***
- (3) matters which by law, municipal charter, or ordinance are required to be confidential; *OR***
- (4) matters involving consideration of government records that by law are not subject to public disclosure.**

**Board staff is requested to remain during the session *OR*
Board only to remain during session.”**

Staff will then state **“The board is off the record at _____(time).”**

From: [Wade Renfro](#)
To: [Gill, Ryan \(CED\)](#)
Subject: Request
Date: Wednesday, February 19, 2020 9:42:14 AM

Mr. Gill,

My big game guide license is currently under probation for Case No. 2015-001662 and Case No. 2016-001162. All required conditions including state fines, two seasons of lost revenue and the additional \$100,000 to the school districts have been satisfied within the specified timelines. The one year additional probation was added for over harvest due the fall/spring season being out of sequence with one of my annual return hunters. This was a very large oversight on my part that could have easily been prevented. I can assure you this was not intentional and I received no additional revenue as a result of the mistake. This violation was discovered by hunt reports I submitted years after the violation actually occurred.

During my career in aviation and guiding I've always maintained a good working relationship with fish and game before and after the violation. We assist local law enforcement regularly and will continue to assist whenever possible. I've helped with multiple remote location air extractions (some in very adverse conditions), ranging from downed aircraft to insulin shock, always in my own aircraft. Fortunately all have survived.

I always try to help other guides stay in compliance. Additionally, I take great pride in being the best steward to the land I can be through solid game management from my own observations and working with the local biologist.

I would like to respectfully request a reduction in my remaining probation if the board sees fit. Either way I consider it a great privilege to be an Alaskan Big Game Guide and appreciate your time in reviewing my request.

Sincerely,

Michael Wade Renfro
GUIM218
Renfro's Alaskan Adventures, Inc.
907-545-4135 Cell

Annual Report

Fiscal Year 2020

BIG GAME COMMERCIAL SERVICES BOARD



**Department of Commerce, Community
and Economic Development**

**Division of Corporations, Business
and Professional Licensing**

This annual performance report is presented in accordance with Alaska statute AS 08.01.070(10).

Its purpose is to report the accomplishments, activities, and the past and present needs of the licensing program.

**BIG GAME COMMERCIAL SERVICES BOARD
FY 2020 Annual Report**

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**BIG GAME COMMERCIAL SERVICES BOARD
FY 2020 Annual Report**

Identification of the Board

| Board Member | Duty Station | Date Appointed | Term Expires |
|---|---------------------|-----------------------|---------------------|
| Henry Tiffany IV Board Chair | Ester | Mar 22, 2013 | Mar 01, 2021 |
| Jason Bunch Licensed Registered Guide-Outfitter | Kodiak | Mar 01, 2019 | Mar 01, 2023 |
| Tom Harris Private Landowner/Restricted | Anchorage | Sept. 11, 2018 | Mar 01, 2022 |
| Michelle Heun Licensed Transporter | Palmer | Jan 29, 2018 | Mar 01, 2021 |
| Nicholas Jackson Private Landowner/Restricted | Gakona | Mar 01, 2016 | Mar 01, 2020 |
| Cash Joyce Licensed Transporter | Wasilla | Jan 29, 2018 | Mar 01, 2023 |
| Adam Trombley Public Member | Anchorage | Feb 02, 2017 | Mar 01, 2022 |
| Lawrence Van Daele Designated Game Board Member/Restricted | Kodiak | Nov 20, 2017 | Mar 01, 2020 |

**BIG GAME COMMERCIAL SERVICES BOARD
FY 2020 Annual Report**

Identification of the Board (continued)

| Board Member | Duty Station | Date Appointed | Term Expires |
|---|---------------------|-----------------------|---------------------|
| Vacant Public Member | -- | -- | Mar 01, 2021 |
| Thomas Sullivan Public Member | Anchorage | Mar 01, 2017 | Resigned |
| Robert Beans Public Member | City Location | Mar 01, 2017 | Resigned |

**BIG GAME COMMERCIAL SERVICES BOARD
FY 2020 Annual Report**

Identification of Staff

Dawn K Hannasch – Records and Licensing Supervisor

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Rebecca Powers – Licensing Examiner

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2550

Lee Strout - Investigator

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
550 West 7th Avenue, Suite 1500
Anchorage, Alaska 99501-3567
(907) 269-8160

Jun Maquis – Regulation Specialist II

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-2537

Sher Zinn – Regulation Specialist II

Department of Commerce, Community & Economic Development
Division of Corporations, Business and Professional Licensing
Post Office Box 110806
Juneau, Alaska 99811-0806
(907) 465-1049

BIG GAME COMMERCIAL SERVICES BOARD

FY 2019 Annual Report

Narrative Statement

The Big Game Commercial Services Board (BGCSB) has three scheduled public meetings per year. Traditionally these have been held in December in Anchorage and March in Fairbanks, as well as a July teleconference. In a cost savings measure, with input from the public, the board decided to hold both the December and March meetings in Anchorage in 2019, though the December 2019 earthquake required the board to postpone its December meeting until January and subsequently reschedule its March meeting to April.

Thus far in FY19, the period between July 1, 2018 and the present, we have held, in addition to our July teleconference, January and upcoming April public meetings in Anchorage, some executive judicial board meetings. The purpose of these executive judicial meetings, which by their very nature cannot be public, is to primarily address disciplinary actions the board is considering against licensees. This is done in an effort to limit the amount of time the board must go into private executive session during our three public meetings each year so as to allow for more robust public participation during the open public meetings. This practice was instituted approximately three years ago and seems to be an effective tool which helps to allow the three public meetings to be much more efficient with the public's valuable time.

The public meetings in Anchorage are generally reasonably well attended by guides and public with thirty to fifty attendees. The March and December meetings are typically attended by State of Alaska Wildlife Troopers, the Department of Natural Resource, the Department of Fish and Game, and the Department of Commerce, Community and Economic Development. Federal agencies included the Bureau of Land Management, U.S. Fish and Wildlife Service, USDA Forest Service, U.S National Park Service, and the Federal Aviation Administration. All of these agencies generally are invited to participate in our meetings though of late, due to budgetary constraints, some have elected to not be present. These interactions are a useful tool for all concerned because of often overlapping regulatory issues.

We welcomed a new private landholder board member to the BGCSB and look forward to their active contributions to the board and one public board member resigned without explanation. Our board also has a seat reserved for a Board of Game member, which is filled by Mr. Larry VanDaele, and it is an extremely useful cross membership since our boards often influence each other's regulations; therefore, close ties and communication are vital to a seamless regulatory fit between the boards and departments.

BGCSB has many areas of responsibility. We must help protect the natural resources of the state, establish and enforce professional standards and minimize conflicts between public and commercial big game hunters. Public protection concerns for Alaska residents seem to continue to be primarily over-crowding in some areas of the state by guides. Localized overuse may be caused by Transporters, Guides and in some cases hunting pressure by resident hunters. Game harvest levels are sustainable in most areas of the state. There are some local areas of concern primarily on state owned land. Guides and guided hunters are closely regulated on federal lands to maintain the management mandates for specific conservation system units.

Transporters that use federal lands are also required to obtain special use permits and abide by area-specific regulations but are not restricted to the number of hunters they may bring to a given area, whereas guides on federal lands are restricted to a specific number of hunters in an area. Resident hunters, however, have open access to most federal lands in the state, subject to area-specific federal subsistence hunting/trapping regulations. This issue of "overcrowding" on state land may be very adequately addressed if the State of Alaska Department of Natural Resources (DNR) Guide Concession Program (GCP) is implemented and should that come to pass then the BGCSB would likely play a key role in that program, just as it did when a similar program was instituted on the Federal lands within Alaska.

CONTINUED ON FOLLOWING PAGE

There was a Legislative Audit, as a part of the boards legislative sunset review, and the board was found to be effective, serving its purpose and in the public's best interest and audit recommended that the board be reauthorized for another six-year period. A great deal of time, energy and effort has been spent by board members and the Division in this sunset review and both members and Division staff have, and continue, to be active in this process, including testifying at legislative hearings.

Below are some of the highlights of the boards and Divisions hard work this past year:

The applaudable success of returning our budget to the black after a large, inherited debt and the public, licensees, the Division and the board should all be very proud of the work involved in this budgetary effort.

Since July 1, 2018, the Board has taken action on 36 Licensees closing 42 cases. Currently the Divisions Investigator has 60 open cases and 47 open probations, that reflect as 107 open cases. It is anticipated that at the next Board meeting in April, the Board will consider actions against 11 licensees, that if all adopted, will close 21 cases. As such, there will be only 39 open cases.

The board, through a long-term standing subcommittee, completed and began administering a new written exam for the Registered Guide License test, a long overdue task that was a huge endeavor for the board members and public members involved with the subcommittee.

Work has begun on reviewing the Game Management Unit (GMU) written exams, with a particular focus on the maps associated with those exams and it is the hope that review and any necessary work to update those exams and/or maps will be completed this year.

An extensive review of all of the boards regulations, and most of the corresponding statutes, was concluded and there were some very good recommendations, which the board will take under advisement for potential implementation in the future.

Discussion and work has been focused on raising the standards and requirements for Master Guide Licenses and this may take place at both the statutory and regulatory level as may the ability for the board to revoke a licensee's Master Guide license and, in essence, demote them back to a Registered Guide license.

The board issued three separate policy, or position, statements. The first regarding "Harvest vs Take", the second regarding what is considered a "Permanent Structure" and thirdly "Child Birth Exemptions".

The board wrote letters of support for HB 90 and HB 101 and letters of opposition to HB 211, HB 263 and HB 267.

The big game guiding industry creates about \$80 million in economic activity within the state annually. While no similar hard data or figures are available for transporters, a good estimate would be in the \$40-50 million range. About 1,600 jobs with \$13 million in wages and \$12 million spent in rural areas for goods and services can be attributed specifically to the guiding industry in Alaska. In addition to guide fees, visiting clients indirectly spend approximately \$29.5 million within Alaska.

The BGCSB has an ongoing regulatory program. We currently have four standing and active board sanctioned Sub-Committees which are comprised of current board members and members of the public. These are the Survivorship for Emergency Transfers, the Registered Guide Exam, the Transporter, the Revised Fee and Budget, and the Ethics Sub-Committees. These Sub-Committees meet both during our general public meetings and also outside of those times and, if appropriate, report back to the board during each public meeting.

Alaska is at the forefront as worldwide commercial wildlife service provider industry. We have no national standards to reference in our licensing standards or regulation development process so in some cases we look to other countries in some aspects of developing regulations and/or we are the pioneers in this licensing standards and regulatory process. Professional standards can be somewhat similar but national policies, politics, geography, and conservation issues are widely dissimilar and as is so often the case, Alaska is unique in many of these respects and we now often find ourselves as the leader in these industries with many other states looking to us as an example of how to administer and regulate the big game commercial industries and interests of a state.

**BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report**

Budget Recommendations for FY 2020

The Budget Recommendations section anticipates the board’s fiscal priorities for the upcoming year. Please complete all parts of this section with details about anticipated meetings, conferences, memberships, supplies, equipment, to other board requests. Meeting expenses that are being funded through third-party reimbursement or direct booking must be identified separately from expenses paid through license fees (receipt-supported services or RSS). Be sure to explain any items listed as “other” so they may be tracked appropriately.

| Board Meeting Date | Location | # Board | # Staff |
|--|----------------|---------|-----------------|
| July 2019 (TBD) | Teleconference | | |
| <input type="checkbox"/> Airfare: | | | \$0.00 |
| <input type="checkbox"/> Hotel: | | | \$0.00 |
| <input type="checkbox"/> Ground: | | | \$0.00 |
| <input checked="" type="checkbox"/> Other: | | | \$300.00 |
| Total Estimated Cost: | | | \$300.00 |

| Board Meeting Date | Location | # Board | # Staff |
|--|-----------|---------|-------------------|
| December 3-4, 2019 | Anchorage | 9 | 2 |
| <input checked="" type="checkbox"/> Airfare: | | | \$1,500.00 |
| <input checked="" type="checkbox"/> Hotel: | | | \$3,100.00 |
| <input checked="" type="checkbox"/> Ground: | | | \$500.00 |
| <input checked="" type="checkbox"/> Other: | | | \$2,500.00 |
| Total Estimated Cost: | | | \$7,600.00 |

| Board Meeting Date | Location | # Board | # Staff |
|--|-----------|---------|--------------------|
| March 2020 (TBD) | Fairbanks | 9 | 2 |
| <input checked="" type="checkbox"/> Airfare: | | | \$2,500.00 |
| <input checked="" type="checkbox"/> Hotel: | | | \$6,800.00 |
| <input checked="" type="checkbox"/> Ground: | | | \$1,000.00 |
| <input checked="" type="checkbox"/> Other: | | | \$2,500.00 |
| Total Estimated Cost: | | | \$12,800.00 |

BIG GAME COMMERCIAL SERVICES BOARD

Fiscal Year 2019 Annual Report

Budget Recommendations for FY 2020 (continued)

Non-Travel Budget Requests

- Not Applicable Resources Examinations
 Membership Training Other

| Product or Service | Provider | Cost Per Event |
|--------------------|----------|----------------|
| Renewal Mailout | CBPL | \$1,500.00 |

Description of item and its role in supporting the mission of the Board:

This year the renewal mailouts will be in envelopes due to providing the licensee with confidential authorization code.

Other Items with a Fiscal Impact

Cost Per Event: \$0.00

- Not Applicable

Number of Events: 0

| Product or Service | Provider | Total Cost |
|--------------------|----------|------------|
| | | \$0.00 |

Description of item and its role in supporting the mission of the Board:

Summary of FY 2020 Fiscal Requests

| | |
|--|--------------------|
| Board Meetings and Teleconferences: | \$20,700.00 |
| Travel for Exams: | \$0.00 |
| Out-of-State and Additional In-State Travel: | \$0.00 |
| Dues, Memberships, Resources, Training: | \$1,500.00 |
| Total Potential Third-Party Offsets: | -\$0.00 |
| Other: | \$0.00 |
| Total Requested: | \$22,200.00 |

BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report

Legislation Recommendations Proposed Legislation for FY 2020

No Recommendations

The Board has no recommendations for proposed legislation at this time.

Recommendations

The Board has the following recommendations for proposed legislation:

There may be cause, during FY20, for the BGCSB to propose to the legislature a statutory change relating to survivorship in extreme / emergency cases and other statutory changes as they may develop, including but not limited to giving the board the authority to immediately suspend a licensee's license if they are convicted of a serious criminal violation pending the conclusion of the civil investigation and giving the board the authority to demote a master guide license and replace it with a registered guide license (in essence demoting a licensee's class of license) for a serious violation.

**BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report**

Regulation Recommendations Proposed Legislation for FY 2020

No Recommendations

The Board has no recommendations for proposed regulations at this time.

Recommendations

The Board has the following recommendations for proposed regulations:

During FY19, one regulation, 12 AAC 75.260(e): Registered Guide-Outfitter Contract Requirements was passed by the BGCSB.

Continuing in FY19/20, after being reviewed and amended by the board the following regulations and proposed changes are being reviewed by the Department of Law and/or the Regulation Specialists and will then come back before the board:

12 AAC 75.920(b), (c) and (e): Hunting, Guiding and Practical Experience 12 AAC 75.400(a):

Transporter Activity Reports: 12 AAC 75.230 (a) and (g): Guide Use Area Registration

I believe there may, or will, be additional proposals addressing the following concerns voiced by the public and/or the board:

- Continuing Education requirements Master Guide License requirements Hunt Record revisions
- Survivorship for Emergency Transfers
- Transporter Activity, Activity Reports, Contract requirements
- Testing - written Registered Guide Exam review of challenged questions Guide School experience credit
- Ethics
- Annual Filing Fees

**BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report**

Goals and Objectives

Part I

FY 2020's goals and objectives, and how they were met:

Review the current statutes and regulations and, when and where possible, clarify their wording and relationships so as to make the BGCSB regulations less confusing and more streamlined:

One of our board members undertook the significant task of trying to clarify and simplify, where and if possible, our regulations and they spent a great deal of time and effort on this project and made significant progress. They were perhaps mistaken that once they felt their task was complete that the board would approve all such changes and elect to have statutory changes made to that effect. It was never the board's intent to make anything more than is absolutely necessary a statutory change, as the board much prefers to make regulatory changes, which is all the board is authorized to do, whenever possible. The board will continue to review these proposed and recommended changes, and if and when appropriate, recommend statutory changes to support any regulatory changes the board deems appropriate.

Help to develop a clear definition, in regulation and statute, for the word to describe a person killing an animal (i.e. "harvest" versus "take") as this would help to clarify issues in both regulations and statutes:

The board felt our best approach to address this issue and concern was to issue a Policy, or Position, Statement which is precisely what it did.

Continue to strengthen the ethics standards of Guide:

Through passage of previous regulatory changes to 12 AAC 75.340 made by the board, we have begun incorporating ethical violations into sanction actions.

Develop a Continuing Education Requirement for renewal of Registered or Master Guide licenses to promote professional and industry awareness of current issues and to promote volunteer exam proctor participation, as at times it is severely lacking and can hinder the exam process:

This proposal is currently being worked on and addressed by the board, as it was first introduced as a proposal at the January 2020 meeting in Anchorage.

CONTINUED ON FOLLOWING PAGE

**BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report**

Goals and Objectives (continued)

Part I (continued)

FY 2020's goals and objectives, and how they were met:

Continue to improve / revise Hunt Record and Transporter Activity Records through revision of those forms when, where, and if necessary:

Regulation 12 AAC 75.260(e): Registered Guide-Outfitter Contract Requirements was passed by the BGCSB.

Continue to have periodic board member seminars to help instruct the board members and the public to the best board practices and protocols:

The board continues to be offered board member training and seminars, both during our public meetings and via webinars and during our last meeting in January we had a helpful seminar from our Investigation division.

Continue to identify regulation violation trends and continue preparing educational materials to reduce violations:

We continue to receive reports from the AWT and try to determine if there are any consistent trends in the types of violations that are occurring and continue to work on aids to help licensees avoid these types of violations.

BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report

Goals and Objectives (continued)

Part II

FY 2020's goals and objectives, and proposed methods to achieve them.

Describe any strengths, weaknesses, opportunities, threats and required resources:

- 1) Develop BGCSB Position Statements regarding, but not limited to firearm possession and how it relates to licensees who may have a felony on their record
- 2) Create a Supervision Flow Chart to aid the board, licensees, public and land managers in understanding the supervision regulates and how they apply in the field in practical terms
- 3) Clarify what materials and forms applicants for licenses must present at time of testing.
- 4) Explore developing a new class of guide license to encompass all those individuals or businesses that transport hunters, in any manner and by any method.
- 5) Continue work on the testing program, specifically to update the maps used in the Game Management Tests and portions of the Registered Guide-Outfitter written exam.
- 6) Continue working on Survivorship for Emergency Transfers issue.
- 7) Determine if Guide Schools are still applicable and necessary and if so finalize Guide School experience credit.
- 8) Continue to monitor, and address as required, the boards financial status and adjust annual filing fees, or other applicable fees, as necessary to ensure the board remains debt free moving forward.
- 9) Continue to conduct quarterly executive session judicial teleconference meetings.
- 10) Continue to use free state meeting locations, when and if feasible, rather than incurring the expense of rented facilities.
- 11) Consider, as the public has requested, moving the traditional March public meeting back to Fairbanks, Alaska

BIG GAME COMMERCIAL SERVICES BOARD
Fiscal Year 2019 Annual Report

Sunset Audit Recommendations

Date of Last Legislative Audit: September 14, 2018
Board Sunset Date:

| | |
|------------------------------|---|
| Audit Recommendation: | DCBPL's director should improve management oversight procedures to ensure required documentation is obtained, reviewed, and retained to support licensure. |
| Action Taken: | <p>The department agrees that additional checks are needed to ensure the administrative record is complete. With over 22,000 new professional licenses issued by the agency in the last two fiscal years, additional supervisory resources have been needed to ensure that all necessary training occurs and that license files are regularly reviewed to meet this standard. The division requested and filled an additional Records and Licensing Supervisor position to reduce turnover and increase oversight of licensing processes, and a manual to formalize internal audit procedures is currently in development. The responsibilities of licensing examiner and licensing document have been consolidated under a single position now to maximize accountability. We propose to review licensing and documentation procedures and requirements to reflect accurate and complete documentation as the highest priority and responsibility.</p> <p>Furthermore, the Division Director and Deputy Commissioner are reviewing all regulations pertaining to this activity to ensure the Legislative intent can be reasonably fulfilled.</p> |
| Next Steps: | Not Applicable |
| Date Completed: | October 2017 |

CONTINUED ON FOLLOWING PAGE

Sunset Audit Recommendations (continued)

| | |
|------------------------------|--|
| Audit Recommendation: | DCBPL’s chief investigator should increase oversight to improve the timeliness of investigations. |
| Action Taken: | The division adopted an investigative Standard Operating Procedure on May 1, 2018, requiring each case file reflect documented progress at least every 30 days. This standard is being reinforced by in-service training with all investigators on a biannual basis, as well as improved management oversight by the senior investigator over this program. The senior investigator will conduct quarterly case reviews with the investigator along with reviewing any open matters greater than six months and determine if adequate progression is being made. The chief investigator will review any matters greater than one year to determine if adequate progression is being made and there are no untimely delays. The division constantly seeks to improve processes to resolve allegations completely and quickly. |
| Next Steps: | Not Applicable |
| Date Completed: | January 2, 2019 |

| | |
|------------------------------|---|
| Audit Recommendation: | The Office of the Governor, Boards and Commissions director should work with the board to identify potential applicants in a timely manner. |
| Action Taken: | The department will continue to assist the Office of the Governor in publicizing openings on the board and providing them with lists of licensed guides and transporters. |
| Next Steps: | Not Applicable |
| Date Completed: | Ongoing |

Big Game Commercial Services Board
REGULATION PROPOSAL

RECEIVED
Juneau
FEB 13 2019

If you wish your proposal to be considered by the Board at the next scheduled meeting, the proposal must be received by the Division by close of business 45 days before the first day of the scheduled meeting. You may photocopy this form if necessary.

Proposals must be typed or printed legibly in ink.

Is this a proposal for a new regulation? YES NO

If "yes", which Alaska Statute (AS) under 08.54 supports your new regulation? AS 08.54. 720

Is this proposal an amendment to an existing regulation? YES NO

If "yes", what is the regulation number? AAC 75. _____

Proposal: ATTACHED

Who is it likely to benefit? Ethical guides & Transporters

Who is likely to suffer? unethical guides & TRANSPORTERS

What will happen if nothing is done? MORE CONFLICTS IN THE FIELD

If your proposal is an amendment to an existing regulation, you must provide the regulation number to the proposed amendment. If your proposal is for new regulation you must provide the Alaska Statute number under 08.54 that supports your proposal. Failure to provide this information along with your printed name will result in your proposal not being submitted to the Board for consideration.

Proposed by: MELVIN Gillis Date: 02-10-2019
(Printed Name)

Mailing Address: 8131 EVANS Circle, Anchorage AK. 99507

Telephone Number (optional): 907-351-0573 907-344-8589

Email Address (optional): MELgillis2013@gmail.com

Mail To: Big Game Commercial Services Board
PO Box 110806
Juneau, AK 99811-0806

RECEIVED
Juneau
FEB 13 2019

CBPL

Proposal

Allow appropriate buffer areas between hunters and camps in order to avoid disrupting hunts and hunting experiences; in Game Management Unit 9, a person holding any class of guide or transporter license may not place a camp within five miles of a legally permitted year-round structure built before 2010 being used for big game guiding purposes, unless agreed upon in a written agreement between the involved parties.

12 AAC 75.150, (New Section) Professional Development for, Master Guide/ Outfitter, Registered Guide/Outfitter and Transporters Licensees

(a) “Professional Public Involvement Requirement”, To initially apply for, or renew a Master Guide/Outfitter, Registered Guide/Outfitter, or Transporter License, the applicant must document professional public involvement. A licensee, must attend and participate in one of the following for at least 5 days per biennial licensing period; a new applicant, must attend and participate in one of the following for at least 5 days in the two years prior to application:

- (1) ADF&G Fish and Game Advisory Committee meeting
- (2) Alaska Board of Game meeting
- (3) Big Game Commercial Services Board meeting
- (4) Fed Subsistence Board and/or Federal Subsistence Regional Advisory Council meetings
- (5) Big Game Commercial Services Board exam proctoring
- (6) Federal Subsistence Resource Commission

(b) An applicant or licensee is exempt from the requirements in (a) (1) of this section if, at the time of application or renewal, the applicant or licensee is currently serving as a:

- (1) Board Member of a related industry association, or wildlife or conservation organization
- (2) Hunter Education Instructor
- (3) Alaska Native Corporation Conservation, Hunting, Land Management, or Subsistence Committee Member
- (4) Youth outdoor outreach program leader
- (5) “Becoming and Outdoors Women” (BOW) Instructor
- (6) Other Board approved conservation and hunter advocacy activates.

(c) “Professional Agency Coordination Requirement” To initially apply for, or renew a Master Guide/Outfitter, Registered Guide/Outfitter, or Transporter License, the applicant must document meeting, at least once per year, in person or telephonically, with:

- (1) An Alaska Wildlife Trooper assigned to a Region in which the licensee operates or applicant intends to operate, to discuss enforcement information in the area, AND
- (2) An ADF&G Biologist assigned to a Region in which the licensee operates or applicant intends to operate, to discuss biological information in the area.

(d) The requirements listed in this section will be documented on a form provided by the Department and signed by the Chairperson or Executive Director of the applicable Board(s), Commission(s), or Organization(s) listed in (a) and (b) of this section; and either signed by the Alaska Wildlife Trooper or ADF&G Biologist listed in (c) of this section or in a letter on Department Letterhead if meeting was conducted telephonically.

Big Game Commercial Services Board
REGULATION PROPOSAL

If you wish your proposal to be considered by the Board at the next scheduled meeting, the proposal must be received by the Division by close of business 45 days before the first day of the scheduled meeting. You may photocopy this form if necessary.

Proposals must be typed or printed legibly in ink.

Is this a proposal for a new regulation? YES NO

If "yes", which Alaska Statute (AS) under 08.54 supports your new regulation? AS 08.54. 750

Is this proposal an amendment to an existing regulation? YES NO

If "yes", what is the regulation number? AAC 75. 230

Proposal: Mandatory 3-year Guide Use Area Registration State wide.

Who is it likely to benefit: Resident hunters, non-resident hunters and guide/outfitters who consistently conduct hunts in the same areas each year.

Who is likely to suffer? Inconsistent guides who "prospect" or are consistently changing areas.

What will happen if nothing is done? "Prospecting" drawing hunts, last minute arrangements for hunts conducted outside of normally used areas and sub-contracting may be consistently creating conflict.

This proposal is to highlight these issues and examine the validity of utilizing guide use area registration terms as a vehicle to mitigate these issues if found to be warranted.

If your proposal is an amendment to an existing regulation, you must provide the regulation number to the proposed amendment. If your proposal is for new regulation you must provide the Alaska Statute number under 08.54 that supports your proposal. Failure to provide this information along with your printed name will result in your proposal not being submitted to the Board for consideration.

Proposed by: Jason Bunch, BGCS Board member Date: 3/1/20
(Printed Name)

Mailing Address: Public complaint brought to the board, Board generated proposal

Telephone Number (optional): _____

Email Address (optional): _____

**Mail To: Big Game Commercial Services Board
PO Box 110806
Juneau, AK 99811-0806**

STATE OF ALASKA 2021

HOLIDAY CALENDAR

State Holidays

| Date | Holiday |
|----------|------------------------------------|
| 01/01 | New Year's Day |
| 01/18 | MLK Jr.'s Birthday |
| 02/15 | Presidents' Day |
| 03/29 | Seward's Day |
| 05/31 | Memorial Day |
| 07/04 | Independence Day (observed 7/5) |
| 09/06 | Labor Day |
| 10/18 | Alaska Day |
| 11/11 | Veterans' Day |
| 11/25 | Thanksgiving Day |
| 12/25 | Christmas Day (observed 12/24) |
| 01/01/22 | New Year's Day (observed 12/31/21) |

Biweekly employees please refer to appropriate collective bargaining unit agreement for more information regarding holidays.

 Holiday



State calendar maintained by the
Division of Finance,
Department of Administration
<http://doa.alaska.gov/calendars.html>
Revised 12/16/2019

JANUARY

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