

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



Zoom Meeting Call-In # 669-900-6833
408-638-0968
346-248-7799

Meeting ID: *977 0377 6111*

November 30 – December 2, 2020
Public Copy – Board Meeting Packet



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TENTATIVE MEETING AGENDA
November 30, 2020

1. 9:00 am Roll call/Call to Order
2. 9:05 am Review Agenda
3. 9:10 am Ethics Review
4. Election of Board officer(s)
5. 9:15 am Review/Approve Meeting Minutes
 - A. March 17-19, 2020
 - B. March 30, 2020
 - C. July 22, 3030
 - D. October 2, 2020
6. 9:30 am Regulations Proposal(s) - New proposals
 - A. 12 AAC 75.260 (d) UVC's (Presenter - Jason Bunch)
 - B. Booking agents
7. 9:45 am BREAK
8. 10:00 am Public Comment
9. 10:30 am Division Update(s)
 - A. End of year FY2020, 1st quarter FY2021 Fiscal Report
 - B. Executive Administrator Updates
10. 12:00 pm Lunch Break
11. 1:30 pm Public Comment - new regulations proposal(s)
12. 2:00 pm Investigations Unit
 - A. Probation Monitor Report
 - B. Investigative Report
 - C. Executive Session
13. 4:30 Recess

Roster

Big Game Commercial Services Board

NAME	APPOINTED	REAPPOINTED	EXPIRES
Buist, Peter (Fairbanks) Public	05/21/2019		03/01/2021
Bunch, Jason (Kodiak) Licensed Registered Guides-Outfitters	03/02/2018	03/01/2019	03/01/2023
Flores, Michael (Soldotna) Licensed Transporters	05/11/2020		03/01/2023
Heun, Michelle (Palmer) Licensed Transporters	01/29/2018		03/01/2021
Jackson, Nicholas (Gakona) Private Landholders/Restricted	03/01/2016		03/01/2020
Tiffany IV, Henry (Ester) Licensed Registered Guides-Outfitters — Chair	03/22/2013	03/01/2017	03/01/2021
Trombley, Adam (Anchorage) Public	02/02/2017	03/01/2018	03/01/2022
Van Daele, Lawrence (Kodiak) Designated Game Board Member/Restricted	11/20/2017	03/01/2020	03/01/2024
Vacant () Private Landholders/Restricted			03/01/2022

[Board Fact Sheet](#)

Board Officer Election

Review/Approval of Meeting Minutes
March 17-19, 2020
March 30, 2020
July 22, 2020
October 2, 2020

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BIG GAME COMMERCIAL SERVICES BOARD
6 Minutes of the meeting on March 17-19, 2020
7

8 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and*
9 *Professional Licensing. These minutes have not been approved by the Board.*

10
11 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
12 Article 6, a scheduled meeting of the Big Game Commercial Services Board was held in Fairbanks at the
13 DNR Building, 3700 Airport Way March 17-19, 2020.
14

15 **The Chair brought the meeting to order at 9:05 am**

16
17 Chair Tiffany informed the board and the public that due to personal commitments, Cash Joyce has
18 resigned from the transporter seat on the board. He thanked Cash for his service.
19

20 **Board Members Present Constituting a Quorum:**

21 Henry Tiffany - Licenses Registered Guide-Board Chair
22 Larry Van Daele - Board of Game Representative *via Zoom*
23 Michelle Heun - Licensed Transporter
24 Pete Buist - Public Member
25 Jason Bunch - Registered Guide Outfitter
26 Adam Trombley – Public Member *via Zoom*
27

28 **Board Members Absent:**

29 Nicholas Jackson- Private Land Owner **UNEXCUSED**
30

31 **Staff Members present:**

32 Renee Hoffard – Executive Administrator
33 Lee Strout – Investigator
34 Ryan Gill – Probation monitor
35 Jean Bennet – Licensing Examiner *via Zoom*
36

37 **Members of the Public Present:**

38 Mark Richards-Resident Hunters of Alaska *via Zoom*
39 Mark Flores *via Zoom*
40 Steve Perrins Sr. *via Zoom*
41 Jeff Callison
42 Al Barrette
43
44

45 **Agenda Item: Review Agenda**

46 The board reviewed the agenda that was approved by Board Chair Henry Tiffany.
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48 **In a motion duly made by Larry Van Daele, seconded by Adam Trombley with unanimous**
49 **consent, it was resolved to adopt the agenda as written.**

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Agenda Item: Review Meeting Minutes

The board reviewed draft meeting minutes for the December 2019 board meeting in Anchorage and the February 2020 board teleconference. Chair Tiffany thanked Board member Jason Bunch for taking the lead on the teleconference and all of the work he put into the draft language in an attempt to correct the issues created by Senate Bill 43 for master guides.

In a motion duly made by Larry Van Daele, seconded by Michelle Heun with unanimous consent, it was resolved to approve the December 2019 meeting minutes as written.

In a motion duly made by Jason Bunch, seconded by Larry Van Daele with unanimous consent, it was resolved to approve the February 2020 teleconference meeting minutes as written.

Agenda Item: Ethics Review

There were no ethics to discuss or disclose.

Agenda Item: Review December Task list

The board reviewed the task list from the December board meeting. All tasks assigned for the December meeting are moving forward. Chair Tiffany submitted his letter to Board of Game for the reappointment for Larry Van Daele and he was reappointed to his current seat. Jason Bunch continues working on the exam questions and ongoing subcommittee duties. The letter for harvest tickets was put on hold pending information from Aaron Bloomquist.

As the board is ahead of schedule they moved to Review of the Field Guide.

Agenda Item: Review of Field Guide

Ms. Hoffard presented the field guide that had previously been approved by the board. The current version is outdated and needs to be revised. Ms. Hoffard added a section for information about the UVC codes. It was recommended that APHA’s business checklist be added. Jason Bunch recommended that the common violations be updated to current trends. Michelle Heun suggested adding a section for air taxi’s and what they cannot do. The board determined that the transporter section of the guide could and should be expanded upon so that the public is better informed. Larry Van Daele pointed out that page 6 needs a title and that the contact phone numbers need to be checked for accuracy. Chair Tiffany suggested once revised the guide should be available on the board’s website and should be mailed to all new licensees with their new licenses. Ms. Hoffard was also tasked with adding a condensed explanation of the application process and minimum requirements for Registered and Master Guide-Outfitters.

The board briefly discussed the potential of creating a program specific Facebook page. The board fully supports the option and feels it would be a great benefit for licensees as notices for meetings and helpful information could be posted routinely. It was agreed that the prospect of using the Facebook page for reminders regarding use area registrations, annual filing fees, UVC requests further emphasizes the need for the page.

Agenda Item: Public Comment – Current Regulations Proposals

Mark Richards – Resident Hunters of Alaska (RHAK). Mark thanked the board for coming to Fairbanks for the spring meeting. RHAK is in support of the proposal for mandatory 3-year guide use area registrations statewide. They are also in support of Representative Gillis’s buffer area proposal.

99 Mike Flores – Marine transporter. Mr. Flores asked if the field guide had been entirely re-written this
100 year. Ms. Hoffard explained that the guide is under review by the board, the current version is a
101 combination of new material and the previous guide. He feels that Representative Gillis’s buffer area
102 proposal has merit. He feels that this is partly a result of transporters stepping on guides. Mr. Flores
103 stated that he intends to apply for the vacant transporter seat on the board by close of day. Chair Henry
104 briefly explained the 3-year GUA registration proposal so that Mr. Flores could provide an opinion on
105 that proposal. Mr. Flores felt that would bring consistency to the clients and he was in support of that
106 proposal. He stated his appreciation for the board continuing to hold the meeting given the current
107 COVID situation. Michelle wished him luck with his application for the board seat. Jason Bunch
108 suggested that any information he feels should be added to the field guide should be emailed to staff.
109 Michelle also stated she would like his input on the FAQ’s that the transporter subcommittee has been
110 working on.

111

112 ***Break – off record at 9:53 am, return at 10:17 am.***

113

114 **Agenda Item: Division Update/Fiscal Report:**

115 Ms. Hoffard provided the division update and fiscal report. The board began Fiscal year 2020 with a
116 deficit of \$150, 523; at the end of the 2nd quarter the board had a surplus of \$258, 547. Ms. Hoffard let
117 them know that over 500 licensees had not submitted renewals yet. This has a directly effect on the
118 expected revenue for the program. The board discussed the fact that many assistant guides do tend to
119 wait on submitting renewal based on if they will be working during the upcoming season. It was pointed
120 out that at no time is an extension being considered for licensees that did not renew their license. The
121 renewal ended December 31, 2019. The board briefly discussed plans for keeping costs down. Pete
122 asked if the board was a point that they would need to start justifying the surplus. Ms. Hoffard
123 reminded the board that the program is mandated to be fully supported by the revenue from fees. The
124 current surplus will be used to fund the program as required and given past fiscal reports, the surplus
125 should be closer to \$500, 000 or \$600,000. Ms. Hoffard reminded the board that her salary was added
126 at the very end of the 2nd quarter and will be reflected more accurately in future reports. She stated she
127 has questions for the division and board regarding the March 31 deadline for annual filing fees and the
128 fee charged for exams. The Game Management Unit exams are currently \$400 for each time the exam
129 is taken, including retakes. The 2-day registered exam is currently \$125. Michelle suggested that the
130 discussion for the exam fees be moved to a time later in the agenda.

131

132 The board moved to discussion of the annual filing fee. It was discussed that Ms. Hoffard should audit
133 the annual filing fee payments for transporters, registered guides and master guides. The most
134 important issue is ensuring that licensees are in compliance with submitting the annual fee. The board
135 discussed several options for changing the due date for the annual filing fee. It was ultimately
136 determined that the March deadline is sufficient, a system needs to be created to ensure compliance
137 with paying the fee before submitting hunt records. The board had a brief conversation about how the
138 hunt records system in the database. Ms. Hoffard explained how the system is used and what some of
139 the downfalls of the system are.

140

141 Ms. Hoffard informed the board that a form for requesting UVC is being created. It has been noticed
142 that some registered guides have figured out how the code is generated and it appears they have been
143 creating their own codes. Moving forward, a random code generator will be used to ensure that the
144 codes are truly unique and specific to each guide and guide use areas. Ms. Hoffard explained that she
145 had conducted the audit of draw winners and had informed Fish and Game of the results of the audit in
146 addition to informing Investigator Strout. Larry Van Daele wanted to know what happens to a guide
147 that used an invalid UVC for the draw and is a UVC only necessary for a draw that does not include over-

148 the-counter permits. Ms. Hoffard explained the process for issuing UVC's. A guide must be registered in
149 the guide use area for the year they request the UVC and the year the permit will be issued. The audit
150 conducted revealed 22 potential violations. The board determined that they should send questions
151 regarding the UVC's and the audit to Megyn Weigand with Department of Law. Larry Van Daele stated
152 that any questions should also be sent to Fish and Game's attorney, Cheryl Brooking to ensure that both
153 agencies are on the same page for this topic. The board decided to continue this conversation later in
154 the meeting to keep on track with the agenda.

155

156 **Agenda Item: Regulation Review:**

157 The board expressed their frustration with lack of movement on regulations projects.

158

159 The board decided to recess for lunch at 11:30 for staff to gather information for review of regulations
160 projects with the expected return to the record at 1:30 pm.

161

162 Lunch break – off record at 11:28 am

163 Return to record 1:30 pm

164

165 Jason Bunch informed the board that review of the UVC audit revealed it was not as detailed as
166 expected. Ms. Hoffard was asked to email Fish and Game and inform them that the audit is not
167 complete. Jason Bunch and Ms. Hoffard will continue to work on the audit with Inv. Strout and the
168 Department of Law.

169

170 **Agenda Item: Regulation Review:**

171 The board moved to the discussion of current regulations projects.

172

173 Chair Tiffany briefly went over regulations projects that are complete and with the regulations specialist
174 for final review before being submitted to the Lt. Governor for signature.

175

176 12 AAC 920(b), (c), and (e) Hunting, guiding and practical experience

177 12 AAC 75.400 (d) and (e); 75.450(d) transporter activity reports

178 12 AAC 75.230(a) guide use area registration

179

180 Chair Tiffany has requested that written regulation changes be returned to the board immediately
181 before being submitted for signature.

182

183 Continuing education/professional development; 12 AAC 75.150 (a-d). This regulation amendment was
184 tabled in December 2019. This regulation amendments addresses professional development for the
185 guide/transporter industry. The amendment would require licensees to participate actively in various
186 areas that directly affect/benefit the industry. Jason Bunch asked how the licensees will document
187 compliance with the requirement and as directed to (d) which outlines how this will be documented.
188 Michelle Heun asked why the requirement was set for 5 days. Chair Tiffany explained that after
189 discussion and research 5 days was determined to be sufficient for the 2-year license cycle. The five
190 days would be more conducive to active participation as opposed to simply attending meetings. The
191 board discussed the various options provided for licensees to acquire the public involvement as well as
192 the methods of attendance that could be used. Larry Van Daele asked what would constitute a meeting
193 with a wildlife trooper or Fish & Game biologist. Chair Tiffany stated that it should be a meaningful
194 discussion.

195

196 **In a motion duly made by Pete Buist, seconded by Jason Bunch with unanimous consent, it was**
197 **resolved to approve draft language for 12 AAC 75.150 be submitted as the start of a new regulations**
198 **project.**

199
200 Mandatory 3-year GUA registration state wide 12 AAC 75.230 (g) This proposal was tabled at the
201 December 2019 board meeting. This topic has been brought before the board multiple times and has
202 many out-reaching issues. Prospecting creates conflict in the field between guides, resident hunters and
203 transporters. The board discussed the pros and cons of the 3-year requirement.

204
205 **In a motion duly made by Jason Bunch, seconded by Pete Buist with unanimous consent, it was**
206 **resolved to create a new regulations project to amend 12 AAC 75.230 with the intent to initiate**
207 **statewide 3-year guide use area registrations.**

208
209 **Agenda Item: Public Comment:**
210 Mike Flores – Stated that he thinks the 3-year registration proposal by Jason Bunch has significant merit.
211 He thinks most guides will do their due diligence before submitting their registration. As a past guide he
212 understands the need to know the area in detail. Jason Bunch asked if as a transporter he had any
213 thoughts of requirements for transporters to register for areas as well. Mr. Flores remembered that
214 topic being discussed in the past and he thinks the board should revisit that topic. It would be a
215 measure to increase consistency for the public.

216
217 Chair Tiffany asked Mr. Flores his opinion of future regulations being drafted under the authority of
218 Alaska Statute 08.54.450 (f); “At least 60 days before providing transportation services to, from, or in an
219 area as may be determined by the board, a transporter shall inform the department, in person or by
220 registered mail on a registration form provided by the department, that the transporter will be
221 providing transportation services to, from, or in the use area. The board may establish transporter use
222 areas and adopt regulations to implement this subsection as the board considers necessary.”

223
224 Mr. Flores feels that in the future this may need to be discussed further but with clear guidelines for
225 how those areas would be determined using management units as opposed to sub-units based on the
226 type of transporter services being provided.

227
228 As no one else requested to provide public comment, the board returned to the regulations project
229 discussion.

230
231 Unit 9 Buffer areas – authority AS 08.54.720 This proposal was originally submitted in February 2019 by
232 Representative Mel Gillis. The board discussed the proposal as written. Jason Bunch at first look likes
233 the idea but he is not certain that the proposal is legal. He recommends getting advice from
234 Department of Law before the board moves forward. Adam Trombley asked if this is an issue that often
235 occurs. Chair Tiffany explained that it does unfortunately happen due to the “pockets” game is found
236 in. Michelle Heun feels that this issue is bigger than Unit 9 and the board should hold off on this
237 proposal for now. Larry Van Daele stated that the proposal as written is not clear enough for him to
238 support at this time. It was decided that this proposal will be tabled pending Department of Law
239 clarification of authority of the board on regulating buffer areas.

240
241 **In a motion duly made by Larry Van Daele, seconded by Jason Bunch with unanimous consent, it was**
242 **resolved to table the Unit 9 buffer area proposal pending guidance from the Department of Law.**

243
244

245 **Agenda Item: Position Statement Felons & Firearms:**

246 Pete Buist and Larry Van Daele were tasked to draft a position statement regarding felons carrying
247 firearms as a licensee under the authority of the board. The draft statement was reviewed for authority
248 and clarity by Megyn Weigand with the Department of Law. Chair Tiffany explained his opinion of the
249 need for such a statement and his intent to vote to approve the statement as drafted. Larry Van Daele
250 reminded the board that Jason Bunch and the Alaska Wildlife Troopers spent a considerable amount of
251 time on this topic.

252
253 **In a motion duly made by Jason Bunch, seconded by Pete Buist with unanimous consent, it was**
254 **resolved to approve the draft position statement for felons and firearms as written to be finalized and**
255 **posted to the board webpage.**

256
257 Renee Hoffard stated she will add a date of adoption and have the statement posted to the website.

258
259 Break – off record at 3:43 pm

260 Return to record at 3:53 pm

261

262 **Agenda Item: Investigative Report:**

263 Investigator Strout provided his investigative report for the time period of November 21, 2019 through
264 March 4, 2020. The division had 49 open cases, many are related to renewal applications. As of March
265 17, 2020, there are 48 open cases. For the same time period he closed 31 cases; 6 of which are license
266 actions such as consent agreements. The board and Inv. Strout discussed trends on the types of
267 violations being submitted. Inv. Strout stated that there appear to be a lot of self-reporting cases
268 coming up. There have been some unlicensed investigations given the recent renewal. Larry Van Daele
269 asked if there have been any master guide issues due to SB43. Inv. Strout stated he has had several
270 master guides come forward but their violations occurred before the bill went into effect. He does have
271 1 case open but cannot discuss it as an open investigation. The board again discussed that it is not the
272 intent of the board to revoke a master guide license based on a paperwork or minor violation. Chair
273 Tiffany stated he would draft a letter regarding the boards intent.

274

275 Probation Monitor Ryan Gill provided the probation report; there are currently 25 licenses in probation
276 status. Since the board met December 2019, 6 licenses were released from probation. He briefly
277 discussed licensees that are not in compliance or that have special considerations.

278

279 Chair Tiffany announced that the board will be entering executive session to discuss investigative issues
280 and the board will not return to the record for board business for the remainder of the day. The
281 meeting will call to order again at 9:00 am, March 18, 2020.

282

283 **In accordance with the provisions of Alaska Statute 44.62.310(c), I, Michelle Heun move to go into**
284 **executive session for the purpose of discussing subjects that tend to prejudice the reputation and**
285 **character of any person, provided the person may request a public discussion. Board staff to remain**
286 **for the session. Pete Buist seconded the motion. Motion passed via unanimous consent.**

287

288 **Off record at 4:11 pm**

289 **Return to record 5:38 pm**

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291 Chair Tiffany called recess until 9:00 am March 18.

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293 Off record at 5:39 pm.

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The Chair brought the meeting to order at 9:01 am

Board Members Present Constituting a Quorum:

Henry Tiffany - Licenses Registered Guide-Board Chair
Larry Van Daele - Board of Game Representative *via Zoom*
Michelle Heun - Licensed Transporter
Pete Buist - Public Member
Jason Bunch - Registered Guide Outfitter

Board Members Absent:

Adam Trombley – Public Member **EXCUSED**
Nicholas Jackson- Private Land Owner **UNEXCUSED**

Staff Members present:

Renee Hoffard – Executive Administrator
Lee Strout – Investigator
Ryan Gill – Probation monitor
Jean Bennet – Licensing Examiner *via Zoom*

Members of the Public Present:

Mark Richards – RHAK *via Zoom*
Steve Perrins Sr. *via Zoom*
Jeff Callison
Al Barrette

Agenda Item: Review agenda:

In a motion duly made by Michelle Heun, seconded by Larry Van Daele with unanimous consent, it was resolved to approve the daily agenda as amended to provide public comment at 9:10 am in addition to the 3:00 pm comment period.

Agenda Item: Public comment:

Mark Richards – RHAK asked if the board had voted down the buffer area proposal. Chair Tiffany stated that it was tabled pending clarification from the Department of Law on the boards authority to regulate the matter. He also asked if the 3-year GUA was deferred and was informed that the board did start a regulations project for that proposal. RHAK feels that it is a deficiency of this board that it takes so long to get regulations passed compared to the Board of Game. The time lapse is not good for the industry, resident hunters and the public.

The board decided to take a short break before making motions regarding investigations issues.

Break – off record at 9:21 am
Return to record at 9:34 am

Board member Adam Trombley joined the meeting.

342 On a motion duly made by Jason Bunch, seconded by Peter Buist, via roll call vote, it was
 343 RESOLVED to approve the Assistant Guide license application for Ty Fuller. Motion Failed;
 344

Board Member	Approve	Deny	Recuse
Henry Tiffany		X	
Jason Bunch		X	
Larry Van Daele		X	
Peter Buist		X	
Michelle Heun		X	
Adam Trombley		X	

345
 346 Board discussion: Per AS 08.54.710, the board may impose discipline if the board finds the
 347 licensee has negligently misrepresented or omitted a material fact on an application for any
 348 class of guide license. Board members agreed that denial of this license follows precedent set
 349 with similar situations.
 350

351 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 352 RESOLVED to accept the voluntary surrender the assistant guide license of Jeff Sibert. Motion
 353 passed;
 354

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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 358 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 359 RESOLVED to approve the assistant guide license of Nathaniel Unfried. Motion passed;
 360

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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 363 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 364 RESOLVED to approve the consent agreement as written for Assistant Guide Nathaniel Unfried.
 365 Motion passed;
 366

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		

Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to consent agreement as written regarding Anthony Taranto. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to approve the consent agreement as written regarding Roderick Grant. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to approve the consent agreement as written regarding Jacob Long. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to accept the voluntary surrender of the assistant guide license of George Jobe. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		

Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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In the matter of the request by Michael Renfro, Master Guide GUIM218, regarding his probation the board unanimously agreed to take no action.

Agenda Item: Regulations Review continued:

Exam requirements for Assistant and Class-A assistant guides 12 AAC 75.130 and 12 AAC 75.120 Jason Bunch proposed amending the requirements for the Assistant and Class-A assistant guides to add an exam requirement. A look at past convictions the board has acted on shows lack of knowledge of statutes and regulations by assistant guides. Assistant guides are criminally and administratively held accountable for laws that govern the guide profession but aren't required to prove they even know what these laws are. The board members each expressed their support for the proposal. They questioned how the number of questions was determined and it was explained that to ensure the applicants thoroughly cover the material the questions must capture all aspects of the statutes and regulations. Adam Trombley reminded the board that the administration advised boards to consider if implementing regulations will cause an undue burden on applicants.

Michelle Heun asked the board for their opinion adding this requirement for transporter applicants. Adam Trombley asked why the exam was removed from the requirements and if there is a difference in the violations since the exam was removed. Chair Tiffany explained that to the best of his knowledge the exam was stopped when the board was sunset. At that time all responsibility for the program reverted to the division. The board was reinstated in approximately 2006. The board covered the various methods of administering the exam and how it could impact the licensees and the public. Adam Trombley also asked if there was any factual data regarding the violations. They discussed if there would be a burden to staff to provide the exam to applicants and then to review the exam when submitted. Jason Bunch stated that the variables have changed considerably since the exam was stopped before; the industry is no longer focused on the mentoring aspect as they were in the past. When the board met in February for the short teleconference the information provided regarding criminal convictions for violations show the bulk of the violations involved assistant and Class-A assistant guides.

Michelle Heun stated she would draft a proposal to amend the transporter license requirements to include an examination requirement after the sub-committee meetings.

In a motion duly made by Henry Tiffany, seconded by Jason Bunch with unanimous consent, it was resolved to create a new regulations project to amend 12 AAC 75.120 and 12 AAC 75.130 with the intent to implement a jurisprudence examination requirement for Assistant and Class-A Assistant guides.

Break - off record at 10:50 am
Return to record at 11:01 am

Agenda Item: Annual Report:

432 The board discussed the information for the annual report. Each year the board is required to submit a
433 report detailing the business they conducted in the previous year, anticipated expenses for the
434 upcoming fiscal year. The report also documents goals and objectives, anticipated proposed legislation
435 or regulations and how the board is/has addressed recommendations from the most recent legislative
436 audit.

437
438 Lunch recess – off record at 11:41 am

439 Return to record at 1:16 pm

440

441 **Agenda Item: Subcommittee meetings:**

442 The board broke out for assigned subcommittee meetings with reports scheduled for March 19.

443

444 Break – off record at 1:54 pm

445 Return to record at 2:19 pm

446

447 Chair Tiffany informed the board that Renee Hoffard had a question regarding the UVC codes and he
448 addressed it during the break. Jason Bunch stated that for the record he noticed as he was assisting
449 with the audit that he competes with some of the guides in question. One of the hunts in particular is in
450 his immediate area and he has a hunter that is alternate # 1 for that area. Chair Tiffany stated that the
451 UVC issue has been ongoing for several years and this is the 1st year that an audit was conducted. The
452 draw is very random and in no way, did Mr. Bunch have any control over this situation. Renee Hoffard
453 reminded the board that the Chair is the designated ethics supervisor for any potential violations for
454 board members.

455

456 Chair Tiffany recognized the public that attended the meeting and thanked them for attending.

457

458 Jason Bunch informed the board that the Alaska Professional Hunters Association will be working on an
459 updated economic impact study. He asked that the board permit Renee Hoffard to assist the McDowell
460 group with any assistance she can. Renee Hoffard asked that he forward the email to her so that she
461 can start compiling the statistical data that is requested.

462

463 Break – off record at 2:50

464 Return to record at 3:00 pm

465

466 **Agenda Item: Public Comment:**

467 Steve Perrins I – Comment regarding 3 guide use areas, he is not opposed to the proposal. He wanted
468 to let the caller yesterday know that there is considerable marine taxi services down in Kodiak and a
469 great deal of activity in that area. He knows a few operators down there and that needs to be noted.
470 The master guide bill that the board has had some discussion on; he forwarded an email to Renee
471 Hoffard that he would like all board members to read. He is not happy with the way APHA has
472 addressed the issue. The letter he submitted via email will clearly demonstrate his position on the
473 matter.

474

475 Steve Perrins II – Register guide number 1295, board member of APHA but not speaking on their behalf.
476 He has spoken with Director Chambers and stated she thinks there are some easy fixes to go back to the
477 sequential master guide numbers. He would like the board to consider backing that. The second topic
478 is the master guide issue. Jason Bunch has been very responsive to him throughout the process. He
479 feels the board is trying to push a bill through with no public testimony.

480 Al Barrette – Recent court decision that a guide was charged with potential selling tags and then
481 reselling the tags if the hunter didn't successfully harvest an animal. He thought to help in that process
482 if the department could number those tags such as hunt records. He also has some concern with the
483 hunt records, the \$50 fee per record. He feels that is too high a fee given the other fees associated with
484 the hunts such as tags, permits, registrations and sealing. He would like justification for why the fee is
485 so high. Jason Bunch addressed the \$50 fee, that fee has changed to flat fee of \$300 total per year for
486 any and all records. Renee Hoffard explained how labor intensive the reports can be based on the
487 number of reports and the information included. Mr. Barrette also mentioned that someone had
488 spoken to notices of board meetings and recommended that anyone looking for that information sign
489 up for emails for public notices from the state website.

490
491 Jeff Callison – Deadhorse outfitter. Exams, as a transporter what all has changed in 10 years. Maybe
492 exams on big game law. The biggest block for him is the Coast Guard. There are 3 definitions under law
493 for navigable waters. On the other side of that with continuing education, your job is to be prepared for
494 going in the field. If something changes you need to know about it. Changes and cancellations in
495 courses affect applicants in rural areas.

496
497 Mike Flores – Continuing education, feels the board is moving in the right direction. The plan would
498 keep licensees involved in the process and knowledgeable about upcoming changes. He does ask that
499 transporters be added.

500
501 Dick Rohr – 50-year resident of Kodiak. He would like to start out by commending the staff. It is
502 refreshing to hear such a "can-do" attitude from staff. Particularly as it pertains to the UVC, he was the
503 first guide to ever receive a UVC and he is happy that the board is finally getting where all had hoped
504 the UVC would get to. He appreciates that staff took the time to do the audit to determine that UVC's
505 and draw permits were done correctly. He supports any measures the board decides to take either this
506 year or next year. He feels that the board should move towards a separate UVC for each GUA. He is in
507 support of the 3-year GUA proposal. He remembers the last time the exams for assistant guides were
508 given that study materials were not available and many failed the exam. Again, good job to the staff.

509
510 Dan Montgomery – He would like to make sure the master guide fix is pushed through the legislature as
511 quickly as possible. It is imperative to get it passed as quickly as it can be managed. He would be
512 supportive of a species-specific qualification for assistant guides, registered guides can hire assistants
513 with no experience for the species they are hunting. He is in support of the 3-year GUA, it will support
514 conservation as guides know they will be required to hunt the same area for multiple years. He feels
515 the recommended language proposed for the master guide fix puts more authority on the board.

516
517 Chair Tiffany asked if Dan and Loren would be able to attend the exams on Friday; Dan stated that
518 neither of them would be able to attend in person but could proctor via Zoom if needed.

519
520

521 **Agenda Item: Board Business:**

522 A. Board approved training courses: neither of the groups that were listed as approved training courses
523 have responded to requests for information from staff and Board members. To the best of anyone's
524 knowledge it has been a considerable amount of time since any information has been obtained.
525 Michelle Heun stated that she remembers that the board had previously asked for that information
526 be removed from the website. Renee Hoffard stated the issue arises when potential applicants
527 request more information; but the previously approved programs are not listed on the website. It

- 528 was determined that it would be best to not recommend amending the regulations so that the
529 training programs can be an option in the future.
- 530 B. Letter to Fish and Game regarding Harvest tickets: Chair Tiffany was tasked with drafting a letter to
531 Commissioner Vincent Doug-Lane explaining the current issues with harvest tickets.
- 532 C. Tabled regulations proposals 2019: the board felt they had addressed this topic sufficiently during
533 regulations review at this meeting.
- 534 D. Wildlife judging-streaming: Pete Buist will follow-up on what all videos are available and determine
535 how available those videos are at the various Fish and Game office around the state.

536

537 Recess – off record at 4:27 pm

538

539 **Thursday March 19, 2020**

540

541 **The Chair brought the meeting to order at 9:42 am**

542

543 **Board Members Present Constituting a Quorum:**

544 Henry Tiffany - Licenses Registered Guide-Board Chair

545 Larry Van Daele - Board of Game Representative *via Zoom*

546 Michelle Heun - Licensed Transporter

547 Pete Buist - Public Member

548 Jason Bunch - Registered Guide Outfitter

549

550 **Board Members Absent:**

551 Adam Trombley – Public Member ***EXCUSED***

552 Nicholas Jackson- Private Land Owner ***UNEXCUSED***

553

554 **Staff Members present:**

555 Renee Hoffard – Executive Administrator

556 Lee Strout – Investigator

557 Ryan Gill – Probation monitor

558 Jean Bennet – Licensing Examiner *via Zoom*

559

560 **Members of the Public Present:**

561 Mark Richards – RHAK *via Zoom*

562 Steve Perrins Sr. *via Zoom*

563 Thor Stacey *via Zoom*

564 Jeff Callison

565 Al Barrette

566 Lt. Aaron Frenzel, Alaska Wildlife Troopers *via Zoom*

567 Chandler Long, Land Trust Authority *via Zoom*

568

569 **Agenda Item: Review agenda:**

570 Michelle Heun would like to add 2 new regulations proposals. Renee Hoffard has copies of the
571 proposals. The board has time before the 10:30 subcommittee reports.

572

573

574 **Agenda Item: Subcommittee reports:**

575 The board worked through the subcommittees as a group during that agenda item on March 18.

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Michelle Heun – Transporter subcommittee; the draft FAQ is almost ready to be finalized. She reviewed a recommend change from the day before but felt that it would be better to stay consistent with the wording used in statute and regulation. She also worked on proposals for regulation amendments. The first proposal would amend 12 AAC 75.145 to add a BGCSB statute and regulations exam for transporter applicants. The second proposal amends 12 AAC 75.400 to specify that transporter activity reports should be submitted within 60 days after the completion of the transporter services.

The board had a brief discussion regarding the difference between a regulations proposal and regulation projects. They also discussed increased efforts to get information out to licensees. The board is hopeful that they are on the right track for getting these efforts moving. This meeting information was also sent to APHA for distribution to their listserv.

The board returned to the discussion of Michelle Heuns regulation proposals. Jason Bunch asked how a transporter license that is held by an entity can take the exam. Michelle Heun stated that the responsible party for the license is the individual that would be responsible for taking the exam. Larry Van Daele feels it moves along the lines of the proposals that Jason Bunch had submitted.

In a motion duly made by Pete Buist, seconded by Jason Bunch with unanimous consent, it was resolved to create a new regulations project to amend 12 AAC 75.400 to implement a 60 deadline for submission of transporter activity reports and 12 AAC 75.145 with the intent to implement a jurisprudence examination requirement for Transporter applicants.

Renee Hoffard was tasked to send the transporter FAQ to Megyn Weigand for legal review.

In accordance with the provisions of Alaska Statute 44.62.310(c), I, Michelle Heun move to go into executive session for the purpose of matters which by law, municipal charter, or ordinance are required to be confidential. Office of Administrative Hearings is to remain in the session. No board staff to remain for the session. Larry Van Daele seconded the motion. Motion passed via unanimous consent.

**Off record at 10:32 am
Return to record 11:28 am**

In a motion duly made by Jason Bunch, seconded by Pete Buist, it was resolved via roll call vote to revise the proposed sanction for Mr. Jerry Cates. The revised sanction suspends \$1500 of the \$3000 fine and replace the continuing education requirement with for each year of his probation Mr. Cates shall intend in person and in its entirety at least one meeting of the Big Game Commercial Services Board. Motion passed.

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

616
617

618 Chair Tiffany would like to request that the Executive Administrator be allowed to remain during future
619 administrative hearings to assist with facilitating the executive session.

620

621 Chair Tiffany shared an email from the Division Director regarding division plans for implementing
622 telecommuting procedures for staff as state office closures were announced in light of the Covid-19
623 pandemic.

624

625 Lunch – off record at 11:47 am

626 Return at 1:00 pm

627

628 **Agenda Item: Public Comment:**

629

630 Thor Stacey; Representing Alaska Professional Hunters Association – thanked the board for continuing
631 to hold the meeting, test exam candidates and conduct board business in light of the COVID-19
632 pandemic. He discussed the current status of legislative session; the legislature has been closed to the
633 public for the time being. He provided a brief overview of the estimated economic impact of the
634 pandemic. He reported significant cancellations for the spring bear hunts; 100 % cancellation rate for
635 foreign nationals. APHA is considering sending out some surveys for membership for economic impacts.

636

637 Al Barratte – Class A Guide – hopes in the future that all of the information for why a potential exam for
638 assistant guides is being discussed. He is content being a Class A guide and has no interest in acquiring a
639 Registered Guide license based on the cumbersome application process and follow-up paperwork
640 required. He feels that the industry is over- regulated and that it is a detriment to the industry. One
641 thing to help would be to add the responsibilities for assistant guides to the application and have the
642 applicants sign off on their acknowledgment and understanding of those responsibilities.

643

644 **Agenda Item: Public Comment:**

645 Artic National Refuge cancelled prior to the meeting starting.

646

647 Mental Health Trust – Chandler Long provided an overview of the new permit program for land the trust
648 holds. The permit program allows for one exclusive permit per large land tract; the permits will be valid
649 for 5 years with a potential 5-year renewal. Permittees will be allowed motorized use, access, and
650 temporary camps. After a brief discussion, Chair Tiffany thanked her for the presentation.

651

652 Alaska Wildlife Troopers – Lt. Aaron Frenzel joined the meeting to provide a brief update from the
653 troopers. The troopers have 89 funded positions statewide and 7 of those are currently vacant. 1
654 trooper recently graduated the lateral program and is in the field training program. Major Steve Adams
655 recently joined the command ranks in Anchorage. 2 people were promoted to Captains positions,
656 himself and Captain Derek Mcgraff. Lt. Frenzel will be moving to his promotion on April 1. Spring
657 academy is going on right now with 2 candidates but several troopers are planning retirement in the
658 coming year. Enforcement – nothing has really changed since the December meeting. He does
659 encourage guides to look closely at their guide use areas. The board let him know they had adopted a
660 position statement regarding felons and firearms.

661

662 Dept. Of Natural Resources – Nikki Potter and AJ Wait discussed permit registration and clarified
663 commercial registration permits. They discussed some changes occurring based on regulation
664 amendments to fees. Language for land use permits has been updated to clearly define the difference
665 between spike camps and base camps. They are looking at the bonding requirements, they have had
666 some issues of permittees leaving items where the removal exceeded the amount of the bond. They

667 asked that any guides that know of items left to please let DNR know so they can work on removal.
668 They have had a few inquiries about transporters and cabins. When they authorize cabins on state land,
669 DNR does not own the cabin. They have not received requests for permits yet from transporters to
670 build cabins but they do believe they have the authority if a permit request is submitted. The board had
671 a short discussion regarding permits for waterways and day use fees. Chair Tiffany thanked DNR for
672 allowing the board to hold the meeting and exams in their building especially in light of the current
673 COVID-19 situation.

674
675 North Slope Borough – Ralph Burke joined the meeting and provided a brief update from the North
676 Slope Borough. He reviewed the mission and responsibilities of the borough as well as municipal codes
677 pertaining to the guide industry. The board thanked him for the update and information.

678
679 Board of Game – Larry Van Daele provided an update from the recent Board of Game (BOG) meeting
680 held in Fairbanks held the prior week. BOG reviewed a total of 122 regulations proposals at the 9-day
681 meeting and had 96 members of the public testify for public comment. One item that was discussed
682 was the Dalton Highway and the complexities revolving around that. A work group will look at the
683 issues and work with overlaying jurisdictions to develop a plan for moving forward to ensure compliance
684 from those working in the area. BOG has 3 members nearing the end of their terms; 2 members are
685 seeking reappointment and Chair Sprinker will be stepping down from the board after about 18 years of
686 service. BOG has 2 meetings scheduled for the upcoming year; January 21-29, 2021 in Wasilla – central
687 and southwest, and the statewide meeting is scheduled for March 12-19, 2021 Fairbanks. Deadlines for
688 proposals for both meetings is May 1, 2020; agenda change requests must be submitted by November
689 1, 2020. The board had a brief discussion regarding potential changes that may come from the recent
690 meeting. It was determined that it would be beneficial for the executive administrator attend at least 1
691 future BOG meeting. Mr. Van Daele asked that the board send a letter to Mr. Spinker expressing
692 appreciation for his years of service.

693
694 **Agenda Item: Correspondence:**

695
696 Letter from APHA – APHA held a special meeting and rescinded the previous vote regarding support to
697 the BGCSB (appendix A).

698
699 Email – regarding non-residents, COVID-19 and the board’s response to the pandemic. The board
700 discussed the email. The board appreciates the concerns and feel that valid points were made. It was
701 pointed out that many guides are Alaska residents; the guides and hunters that are not residents spend
702 the bulk of their time in the state in areas with limited to no contact with local communities.

703
704 **Agenda Item: Schedule Future Meetings:**

705 The board confirmed the following meeting dates with the understanding that teleconferences may be
706 called as needed:

707
708 July 22, 2020; teleconference
709 November 30 – December 2, 2020 with exams December 2 and December 3; Anchorage
710 March 23-25, 2021 with exams March 25-26; Fairbanks

711
712 **Agenda Item: Task list:**

713 Chair Tiffany – Annual report, narrative statement, letters to Board of Game re: Mr. Sprinker, Attorney
714 General re: Master guides with board findings
715 Jason Bunch – Annual report, goals and objectives, letter regarding harvest tickets, letter regarding
716 economic impact

717 Pete Buist – review of the wildlife streaming videos on Fish and Game website
718 Renee Hoffard – APHA information request, letter to both approved training courses, best practices,
719 update field guide, review UVC draw, update written language of regulations amendments, send buffer
720 area proposals to Dept. of Law.

721

722 **Good of the order:**

723 The board asked Renee to schedule breaks at least every 2 hours especially for teleconferences. They
724 would like to be able to view the results in OnBoard for voting results on applications. Renee was also
725 asked to state for the record the outcome of voting on motions in meetings. Chair Tiffany asked board
726 members to be considerate of special meeting requests in the coming months; adequate notice will be
727 given as much as possible.

728

729 Having completed all business on the agenda, Chair Tiffany adjourned the meeting.

730

731 Off record at 3:46 pm.

732

733 Respectfully Submitted,

734

735 _____

736 Renee Hoffard

737 Executive Administrator

738

739

740

741 Henry Tiffany

742 Board Chair

Date

Date

ALASKA

PROFESSIONAL HUNTERS ASSOCIATION, INC.

P.O. Box 240971 ~ Anchorage, AK 99524

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Email: office@alaskaprohunter.org ~ www.alaskaprohunter.org

March 12, 2020

Chairman Tiffany,

As you are aware, APHA has spent a considerable amount of time in internal discussions, membership meetings, and board meetings discussing the Master Guide License Issue. Last week I called you and informed you that the APHA Board had voted to go a different direction than the BGCSB had chosen to go at your February 20th meeting.

After much reflection and discussion, the APHA Board held a special meeting yesterday (March 11th) and voted to reverse our previous decision. Our intention is to step back from this specific issue and provide support to the BGCSB as you work to get your recommended changes through the Legislature. The APHA still feels strongly that the current MG License statute is flawed and we support your efforts to fix it, we just recognize that in light of some recent developments on our board, that we aren't the best voice to lead the effort.

The APHA truly appreciates all of the time and effort that BGCSB Members put into these issues. We recognize that you are all volunteers, and that many of you are not directly affected by these problems that you are willing to so selflessly work on. Thank you for the time and effort that each of your Board Members and the Division Staff puts into our industry. The APHA continues to believe that your Board is essential to ensure a thriving, well-regulated Guiding Industry in Alaska.

As always, please reach out to Deb, Thor, or me if APHA can be of any assistance.

Sincerely,

Sam Rohrer
President, APHA

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BIG GAME COMMERCIAL SERVICES BOARD
6 Minutes of the meeting on March 17-19, 2020
7

8 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and*
9 *Professional Licensing. These minutes have not been approved by the Board.*

10
11 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
12 Article 6, a scheduled meeting of the Big Game Commercial Services Board was held in Fairbanks at the
13 DNR Building, 3700 Airport Way March 17-19, 2020.
14

15 **The Chair brought the meeting to order at 9:05 am**

16
17 Chair Tiffany informed the board and the public that due to personal commitments, Cash Joyce has
18 resigned from the transporter seat on the board. He thanked Cash for his service.
19

20 **Board Members Present Constituting a Quorum:**

21 Henry Tiffany - Licenses Registered Guide-Board Chair
22 Larry Van Daele - Board of Game Representative *via Zoom*
23 Michelle Heun - Licensed Transporter
24 Pete Buist - Public Member
25 Jason Bunch - Registered Guide Outfitter
26 Adam Trombley – Public Member *via Zoom*
27

28 **Board Members Absent:**

29 Nicholas Jackson- Private Land Owner **UNEXCUSED**
30

31 **Staff Members present:**

32 Renee Hoffard – Executive Administrator
33 Lee Strout – Investigator
34 Ryan Gill – Probation monitor
35 Jean Bennet – Licensing Examiner *via Zoom*
36

37 **Members of the Public Present:**

38 Mark Richards-Resident Hunters of Alaska *via Zoom*
39 Mark Flores *via Zoom*
40 Steve Perrins Sr. *via Zoom*
41 Jeff Callison
42 Al Barrette
43
44

45 **Agenda Item: Review Agenda**

46 The board reviewed the agenda that was approved by Board Chair Henry Tiffany.
47

48 **In a motion duly made by Larry Van Daele, seconded by Adam Trombley with unanimous**
49 **consent, it was resolved to adopt the agenda as written.**

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Agenda Item: Review Meeting Minutes

The board reviewed draft meeting minutes for the December 2019 board meeting in Anchorage and the February 2020 board teleconference. Chair Tiffany thanked Board member Jason Bunch for taking the lead on the teleconference and all of the work he put into the draft language in an attempt to correct the issues created by Senate Bill 43 for master guides.

In a motion duly made by Larry Van Daele, seconded by Michelle Heun with unanimous consent, it was resolved to approve the December 2019 meeting minutes as written.

In a motion duly made by Jason Bunch, seconded by Larry Van Daele with unanimous consent, it was resolved to approve the February 2020 teleconference meeting minutes as written.

Agenda Item: Ethics Review

There were no ethics to discuss or disclose.

Agenda Item: Review December Task list

The board reviewed the task list from the December board meeting. All tasks assigned for the December meeting are moving forward. Chair Tiffany submitted his letter to Board of Game for the reappointment for Larry Van Daele and he was reappointed to his current seat. Jason Bunch continues working on the exam questions and ongoing subcommittee duties. The letter for harvest tickets was put on hold pending information from Aaron Bloomquist.

As the board is ahead of schedule they moved to Review of the Field Guide.

Agenda Item: Review of Field Guide

Ms. Hoffard presented the field guide that had previously been approved by the board. The current version is outdated and needs to be revised. Ms. Hoffard added a section for information about the UVC codes. It was recommended that APHA’s business checklist be added. Jason Bunch recommended that the common violations be updated to current trends. Michelle Heun suggested adding a section for air taxi’s and what they cannot do. The board determined that the transporter section of the guide could and should be expanded upon so that the public is better informed. Larry Van Daele pointed out that page 6 needs a title and that the contact phone numbers need to be checked for accuracy. Chair Tiffany suggested once revised the guide should be available on the board’s website and should be mailed to all new licensees with their new licenses. Ms. Hoffard was also tasked with adding a condensed explanation of the application process and minimum requirements for Registered and Master Guide-Outfitters.

The board briefly discussed the potential of creating a program specific Facebook page. The board fully supports the option and feels it would be a great benefit for licensees as notices for meetings and helpful information could be posted routinely. It was agreed that the prospect of using the Facebook page for reminders regarding use area registrations, annual filing fees, UVC requests further emphasizes the need for the page.

Agenda Item: Public Comment – Current Regulations Proposals

Mark Richards – Resident Hunters of Alaska (RHAK). Mark thanked the board for coming to Fairbanks for the spring meeting. RHAK is in support of the proposal for mandatory 3-year guide use area registrations statewide. They are also in support of Representative Gillis’s buffer area proposal.

99 Mike Flores – Marine transporter. Mr. Flores asked if the field guide had been entirely re-written this
100 year. Ms. Hoffard explained that the guide is under review by the board, the current version is a
101 combination of new material and the previous guide. He feels that Representative Gillis’s buffer area
102 proposal has merit. He feels that this is partly a result of transporters stepping on guides. Mr. Flores
103 stated that he intends to apply for the vacant transporter seat on the board by close of day. Chair Henry
104 briefly explained the 3-year GUA registration proposal so that Mr. Flores could provide an opinion on
105 that proposal. Mr. Flores felt that would bring consistency to the clients and he was in support of that
106 proposal. He stated his appreciation for the board continuing to hold the meeting given the current
107 COVID situation. Michelle wished him luck with his application for the board seat. Jason Bunch
108 suggested that any information he feels should be added to the field guide should be emailed to staff.
109 Michelle also stated she would like his input on the FAQ’s that the transporter subcommittee has been
110 working on.

111

112 ***Break – off record at 9:53 am, return at 10:17 am.***

113

114 **Agenda Item: Division Update/Fiscal Report:**

115 Ms. Hoffard provided the division update and fiscal report. The board began Fiscal year 2020 with a
116 deficit of \$150, 523; at the end of the 2nd quarter the board had a surplus of \$258, 547. Ms. Hoffard let
117 them know that over 500 licensees had not submitted renewals yet. This has a directly effect on the
118 expected revenue for the program. The board discussed the fact that many assistant guides do tend to
119 wait on submitting renewal based on if they will be working during the upcoming season. It was pointed
120 out that at no time is an extension being considered for licensees that did not renew their license. The
121 renewal ended December 31, 2019. The board briefly discussed plans for keeping costs down. Pete
122 asked if the board was a point that they would need to start justifying the surplus. Ms. Hoffard
123 reminded the board that the program is mandated to be fully supported by the revenue from fees. The
124 current surplus will be used to fund the program as required and given past fiscal reports, the surplus
125 should be closer to \$500, 000 or \$600,000. Ms. Hoffard reminded the board that her salary was added
126 at the very end of the 2nd quarter and will be reflected more accurately in future reports. She stated she
127 has questions for the division and board regarding the March 31 deadline for annual filing fees and the
128 fee charged for exams. The Game Management Unit exams are currently \$400 for each time the exam
129 is taken, including retakes. The 2-day registered exam is currently \$125. Michelle suggested that the
130 discussion for the exam fees be moved to a time later in the agenda.

131

132 The board moved to discussion of the annual filing fee. It was discussed that Ms. Hoffard should audit
133 the annual filing fee payments for transporters, registered guides and master guides. The most
134 important issue is ensuring that licensees are in compliance with submitting the annual fee. The board
135 discussed several options for changing the due date for the annual filing fee. It was ultimately
136 determined that the March deadline is sufficient, a system needs to be created to ensure compliance
137 with paying the fee before submitting hunt records. The board had a brief conversation about how the
138 hunt records system in the database. Ms. Hoffard explained how the system is used and what some of
139 the downfalls of the system are.

140

141 Ms. Hoffard informed the board that a form for requesting UVC is being created. It has been noticed
142 that some registered guides have figured out how the code is generated and it appears they have been
143 creating their own codes. Moving forward, a random code generator will be used to ensure that the
144 codes are truly unique and specific to each guide and guide use areas. Ms. Hoffard explained that she
145 had conducted the audit of draw winners and had informed Fish and Game of the results of the audit in
146 addition to informing Investigator Strout. Larry Van Daele wanted to know what happens to a guide
147 that used an invalid UVC for the draw and is a UVC only necessary for a draw that does not include over-

148 the-counter permits. Ms. Hoffard explained the process for issuing UVC's. A guide must be registered in
149 the guide use area for the year they request the UVC and the year the permit will be issued. The audit
150 conducted revealed 22 potential violations. The board determined that they should send questions
151 regarding the UVC's and the audit to Megyn Weigand with Department of Law. Larry Van Daele stated
152 that any questions should also be sent to Fish and Game's attorney, Cheryl Brooking to ensure that both
153 agencies are on the same page for this topic. The board decided to continue this conversation later in
154 the meeting to keep on track with the agenda.

155

156 **Agenda Item: Regulation Review:**

157 The board expressed their frustration with lack of movement on regulations projects.

158

159 The board decided to recess for lunch at 11:30 for staff to gather information for review of regulations
160 projects with the expected return to the record at 1:30 pm.

161

162 Lunch break – off record at 11:28 am

163 Return to record 1:30 pm

164

165 Jason Bunch informed the board that review of the UVC audit revealed it was not as detailed as
166 expected. Ms. Hoffard was asked to email Fish and Game and inform them that the audit is not
167 complete. Jason Bunch and Ms. Hoffard will continue to work on the audit with Inv. Strout and the
168 Department of Law.

169

170 **Agenda Item: Regulation Review:**

171 The board moved to the discussion of current regulations projects.

172

173 Chair Tiffany briefly went over regulations projects that are complete and with the regulations specialist
174 for final review before being submitted to the Lt. Governor for signature.

175

176 12 AAC 920(b), (c), and (e) Hunting, guiding and practical experience

177 12 AAC 75.400 (d) and (e); 75.450(d) transporter activity reports

178 12 AAC 75.230(a) guide use area registration

179

180 Chair Tiffany has requested that written regulation changes be returned to the board immediately
181 before being submitted for signature.

182

183 Continuing education/professional development; 12 AAC 75.150 (a-d). This regulation amendment was
184 tabled in December 2019. This regulation amendments addresses professional development for the
185 guide/transporter industry. The amendment would require licensees to participate actively in various
186 areas that directly affect/benefit the industry. Jason Bunch asked how the licensees will document
187 compliance with the requirement and as directed to (d) which outlines how this will be documented.
188 Michelle Heun asked why the requirement was set for 5 days. Chair Tiffany explained that after
189 discussion and research 5 days was determined to be sufficient for the 2-year license cycle. The five
190 days would be more conducive to active participation as opposed to simply attending meetings. The
191 board discussed the various options provided for licensees to acquire the public involvement as well as
192 the methods of attendance that could be used. Larry Van Daele asked what would constitute a meeting
193 with a wildlife trooper or Fish & Game biologist. Chair Tiffany stated that it should be a meaningful
194 discussion.

195

196 **In a motion duly made by Pete Buist, seconded by Jason Bunch with unanimous consent, it was**
197 **resolved to approve draft language for 12 AAC 75.150 be submitted as the start of a new regulations**
198 **project.**

199
200 Mandatory 3-year GUA registration state wide 12 AAC 75.230 (g) This proposal was tabled at the
201 December 2019 board meeting. This topic has been brought before the board multiple times and has
202 many out-reaching issues. Prospecting creates conflict in the field between guides, resident hunters and
203 transporters. The board discussed the pros and cons of the 3-year requirement.

204
205 **In a motion duly made by Jason Bunch, seconded by Pete Buist with unanimous consent, it was**
206 **resolved to create a new regulations project to amend 12 AAC 75.230 with the intent to initiate**
207 **statewide 3-year guide use area registrations.**

208
209 **Agenda Item: Public Comment:**
210 Mike Flores – Stated that he thinks the 3-year registration proposal by Jason Bunch has significant merit.
211 He thinks most guides will do their due diligence before submitting their registration. As a past guide he
212 understands the need to know the area in detail. Jason Bunch asked if as a transporter he had any
213 thoughts of requirements for transporters to register for areas as well. Mr. Flores remembered that
214 topic being discussed in the past and he thinks the board should revisit that topic. It would be a
215 measure to increase consistency for the public.

216
217 Chair Tiffany asked Mr. Flores his opinion of future regulations being drafted under the authority of
218 Alaska Statute 08.54.450 (f); “At least 60 days before providing transportation services to, from, or in an
219 area as may be determined by the board, a transporter shall inform the department, in person or by
220 registered mail on a registration form provided by the department, that the transporter will be
221 providing transportation services to, from, or in the use area. The board may establish transporter use
222 areas and adopt regulations to implement this subsection as the board considers necessary.”

223
224 Mr. Flores feels that in the future this may need to be discussed further but with clear guidelines for
225 how those areas would be determined using management units as opposed to sub-units based on the
226 type of transporter services being provided.

227
228 As no one else requested to provide public comment, the board returned to the regulations project
229 discussion.

230
231 Unit 9 Buffer areas – authority AS 08.54.720 This proposal was originally submitted in February 2019 by
232 Representative Mel Gillis. The board discussed the proposal as written. Jason Bunch at first look likes
233 the idea but he is not certain that the proposal is legal. He recommends getting advice from
234 Department of Law before the board moves forward. Adam Trombley asked if this is an issue that often
235 occurs. Chair Tiffany explained that it does unfortunately happen due to the “pockets” game is found
236 in. Michelle Heun feels that this issue is bigger than Unit 9 and the board should hold off on this
237 proposal for now. Larry Van Daele stated that the proposal as written is not clear enough for him to
238 support at this time. It was decided that this proposal will be tabled pending Department of Law
239 clarification of authority of the board on regulating buffer areas.

240
241 **In a motion duly made by Larry Van Daele, seconded by Jason Bunch with unanimous consent, it was**
242 **resolved to table the Unit 9 buffer area proposal pending guidance from the Department of Law.**

243
244

245 **Agenda Item: Position Statement Felons & Firearms:**

246 Pete Buist and Larry Van Daele were tasked to draft a position statement regarding felons carrying
247 firearms as a licensee under the authority of the board. The draft statement was reviewed for authority
248 and clarity by Megyn Weigand with the Department of Law. Chair Tiffany explained his opinion of the
249 need for such a statement and his intent to vote to approve the statement as drafted. Larry Van Daele
250 reminded the board that Jason Bunch and the Alaska Wildlife Troopers spent a considerable amount of
251 time on this topic.

252
253 **In a motion duly made by Jason Bunch, seconded by Pete Buist with unanimous consent, it was**
254 **resolved to approve the draft position statement for felons and firearms as written to be finalized and**
255 **posted to the board webpage.**

256
257 Renee Hoffard stated she will add a date of adoption and have the statement posted to the website.

258
259 Break – off record at 3:43 pm

260 Return to record at 3:53 pm

261

262 **Agenda Item: Investigative Report:**

263 Investigator Strout provided his investigative report for the time period of November 21, 2019 through
264 March 4, 2020. The division had 49 open cases, many are related to renewal applications. As of March
265 17, 2020, there are 48 open cases. For the same time period he closed 31 cases; 6 of which are license
266 actions such as consent agreements. The board and Inv. Strout discussed trends on the types of
267 violations being submitted. Inv. Strout stated that there appear to be a lot of self-reporting cases
268 coming up. There have been some unlicensed investigations given the recent renewal. Larry Van Daele
269 asked if there have been any master guide issues due to SB43. Inv. Strout stated he has had several
270 master guides come forward but their violations occurred before the bill went into effect. He does have
271 1 case open but cannot discuss it as an open investigation. The board again discussed that it is not the
272 intent of the board to revoke a master guide license based on a paperwork or minor violation. Chair
273 Tiffany stated he would draft a letter regarding the boards intent.

274
275 Probation Monitor Ryan Gill provided the probation report; there are currently 25 licenses in probation
276 status. Since the board met December 2019, 6 licenses were released from probation. He briefly
277 discussed licensees that are not in compliance or that have special considerations.

278
279 Chair Tiffany announced that the board will be entering executive session to discuss investigative issues
280 and the board will not return to the record for board business for the remainder of the day. The
281 meeting will call to order again at 9:00 am, March 18, 2020.

282
283 **In accordance with the provisions of Alaska Statute 44.62.310(c), I, Michelle Heun move to go into**
284 **executive session for the purpose of discussing subjects that tend to prejudice the reputation and**
285 **character of any person, provided the person may request a public discussion. Board staff to remain**
286 **for the session. Pete Buist seconded the motion. Motion passed via unanimous consent.**

287
288 **Off record at 4:11 pm**

289 **Return to record 5:38 pm**

290

291 Chair Tiffany called recess until 9:00 am March 18.

292

293 Off record at 5:39 pm.

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The Chair brought the meeting to order at 9:01 am

Board Members Present Constituting a Quorum:

Henry Tiffany - Licenses Registered Guide-Board Chair
Larry Van Daele - Board of Game Representative *via Zoom*
Michelle Heun - Licensed Transporter
Pete Buist - Public Member
Jason Bunch - Registered Guide Outfitter

Board Members Absent:

Adam Trombley – Public Member **EXCUSED**
Nicholas Jackson- Private Land Owner **UNEXCUSED**

Staff Members present:

Renee Hoffard – Executive Administrator
Lee Strout – Investigator
Ryan Gill – Probation monitor
Jean Bennet – Licensing Examiner *via Zoom*

Members of the Public Present:

Mark Richards – RHAK *via Zoom*
Steve Perrins Sr. *via Zoom*
Jeff Callison
Al Barrette

Agenda Item: Review agenda:

In a motion duly made by Michelle Heun, seconded by Larry Van Daele with unanimous consent, it was resolved to approve the daily agenda as amended to provide public comment at 9:10 am in addition to the 3:00 pm comment period.

Agenda Item: Public comment:

Mark Richards – RHAK asked if the board had voted down the buffer area proposal. Chair Tiffany stated that it was tabled pending clarification from the Department of Law on the boards authority to regulate the matter. He also asked if the 3-year GUA was deferred and was informed that the board did start a regulations project for that proposal. RHAK feels that it is a deficiency of this board that it takes so long to get regulations passed compared to the Board of Game. The time lapse is not good for the industry, resident hunters and the public.

The board decided to take a short break before making motions regarding investigations issues.

Break – off record at 9:21 am
Return to record at 9:34 am

Board member Adam Trombley joined the meeting.

342 On a motion duly made by Jason Bunch, seconded by Peter Buist, via roll call vote, it was
 343 RESOLVED to approve the Assistant Guide license application for Ty Fuller. Motion Failed;
 344

Board Member	Approve	Deny	Recuse
Henry Tiffany		X	
Jason Bunch		X	
Larry Van Daele		X	
Peter Buist		X	
Michelle Heun		X	
Adam Trombley		X	

345
 346 Board discussion: Per AS 08.54.710, the board may impose discipline if the board finds the
 347 licensee has negligently misrepresented or omitted a material fact on an application for any
 348 class of guide license. Board members agreed that denial of this license follows precedent set
 349 with similar situations.
 350

351 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 352 RESOLVED to accept the voluntary surrender the assistant guide license of Jeff Sibert. Motion
 353 passed;
 354

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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 357
 358 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 359 RESOLVED to approve the assistant guide license of Nathaniel Unfried. Motion passed;
 360

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

361
 362
 363 On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was
 364 RESOLVED to approve the consent agreement as written for Assistant Guide Nathaniel Unfried.
 365 Motion passed;
 366

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		

Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to consent agreement as written regarding Anthony Taranto. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to approve the consent agreement as written regarding Roderick Grant. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to approve the consent agreement as written regarding Jacob Long. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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On a motion duly made by Jason Bunch, seconded by Michelle Heun, via roll call vote, it was RESOLVED to accept the voluntary surrender of the assistant guide license of George Jobe. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		

Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

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In the matter of the request by Michael Renfro, Master Guide GUIM218, regarding his probation the board unanimously agreed to take no action.

Agenda Item: Regulations Review continued:

Exam requirements for Assistant and Class-A assistant guides 12 AAC 75.130 and 12 AAC 75.120 Jason Bunch proposed amending the requirements for the Assistant and Class-A assistant guides to add an exam requirement. A look at past convictions the board has acted on shows lack of knowledge of statutes and regulations by assistant guides. Assistant guides are criminally and administratively held accountable for laws that govern the guide profession but aren't required to prove they even know what these laws are. The board members each expressed their support for the proposal. They questioned how the number of questions was determined and it was explained that to ensure the applicants thoroughly cover the material the questions must capture all aspects of the statutes and regulations. Adam Trombley reminded the board that the administration advised boards to consider if implementing regulations will cause an undue burden on applicants.

Michelle Heun asked the board for their opinion adding this requirement for transporter applicants. Adam Trombley asked why the exam was removed from the requirements and if there is a difference in the violations since the exam was removed. Chair Tiffany explained that to the best of his knowledge the exam was stopped when the board was sunset. At that time all responsibility for the program reverted to the division. The board was reinstated in approximately 2006. The board covered the various methods of administering the exam and how it could impact the licensees and the public. Adam Trombley also asked if there was any factual data regarding the violations. They discussed if there would be a burden to staff to provide the exam to applicants and then to review the exam when submitted. Jason Bunch stated that the variables have changed considerably since the exam was stopped before; the industry is no longer focused on the mentoring aspect as they were in the past. When the board met in February for the short teleconference the information provided regarding criminal convictions for violations show the bulk of the violations involved assistant and Class-A assistant guides.

Michelle Heun stated she would draft a proposal to amend the transporter license requirements to include an examination requirement after the sub-committee meetings.

In a motion duly made by Henry Tiffany, seconded by Jason Bunch with unanimous consent, it was resolved to create a new regulations project to amend 12 AAC 75.120 and 12 AAC 75.130 with the intent to implement a jurisprudence examination requirement for Assistant and Class-A Assistant guides.

Break - off record at 10:50 am
Return to record at 11:01 am

Agenda Item: Annual Report:

432 The board discussed the information for the annual report. Each year the board is required to submit a
433 report detailing the business they conducted in the previous year, anticipated expenses for the
434 upcoming fiscal year. The report also documents goals and objectives, anticipated proposed legislation
435 or regulations and how the board is/has addressed recommendations from the most recent legislative
436 audit.

437
438 Lunch recess – off record at 11:41 am

439 Return to record at 1:16 pm

440

441 **Agenda Item: Subcommittee meetings:**

442 The board broke out for assigned subcommittee meetings with reports scheduled for March 19.

443

444 Break – off record at 1:54 pm

445 Return to record at 2:19 pm

446

447 Chair Tiffany informed the board that Renee Hoffard had a question regarding the UVC codes and he
448 addressed it during the break. Jason Bunch stated that for the record he noticed as he was assisting
449 with the audit that he competes with some of the guides in question. One of the hunts in particular is in
450 his immediate area and he has a hunter that is alternate # 1 for that area. Chair Tiffany stated that the
451 UVC issue has been ongoing for several years and this is the 1st year that an audit was conducted. The
452 draw is very random and in no way, did Mr. Bunch have any control over this situation. Renee Hoffard
453 reminded the board that the Chair is the designated ethics supervisor for any potential violations for
454 board members.

455

456 Chair Tiffany recognized the public that attended the meeting and thanked them for attending.

457

458 Jason Bunch informed the board that the Alaska Professional Hunters Association will be working on an
459 updated economic impact study. He asked that the board permit Renee Hoffard to assist the McDowell
460 group with any assistance she can. Renee Hoffard asked that he forward the email to her so that she
461 can start compiling the statistical data that is requested.

462

463 Break – off record at 2:50

464 Return to record at 3:00 pm

465

466 **Agenda Item: Public Comment:**

467 Steve Perrins I – Comment regarding 3 guide use areas, he is not opposed to the proposal. He wanted
468 to let the caller yesterday know that there is considerable marine taxi services down in Kodiak and a
469 great deal of activity in that area. He knows a few operators down there and that needs to be noted.
470 The master guide bill that the board has had some discussion on; he forwarded an email to Renee
471 Hoffard that he would like all board members to read. He is not happy with the way APHA has
472 addressed the issue. The letter he submitted via email will clearly demonstrate his position on the
473 matter.

474

475 Steve Perrins II – Register guide number 1295, board member of APHA but not speaking on their behalf.
476 He has spoken with Director Chambers and stated she thinks there are some easy fixes to go back to the
477 sequential master guide numbers. He would like the board to consider backing that. The second topic
478 is the master guide issue. Jason Bunch has been very responsive to him throughout the process. He
479 feels the board is trying to push a bill through with no public testimony.

480 Al Barrette – Recent court decision that a guide was charged with potential selling tags and then
481 reselling the tags if the hunter didn't successfully harvest an animal. He thought to help in that process
482 if the department could number those tags such as hunt records. He also has some concern with the
483 hunt records, the \$50 fee per record. He feels that is too high a fee given the other fees associated with
484 the hunts such as tags, permits, registrations and sealing. He would like justification for why the fee is
485 so high. Jason Bunch addressed the \$50 fee, that fee has changed to flat fee of \$300 total per year for
486 any and all records. Renee Hoffard explained how labor intensive the reports can be based on the
487 number of reports and the information included. Mr. Barrette also mentioned that someone had
488 spoken to notices of board meetings and recommended that anyone looking for that information sign
489 up for emails for public notices from the state website.

490
491 Jeff Callison – Deadhorse outfitter. Exams, as a transporter what all has changed in 10 years. Maybe
492 exams on big game law. The biggest block for him is the Coast Guard. There are 3 definitions under law
493 for navigable waters. On the other side of that with continuing education, your job is to be prepared for
494 going in the field. If something changes you need to know about it. Changes and cancellations in
495 courses affect applicants in rural areas.

496
497 Mike Flores – Continuing education, feels the board is moving in the right direction. The plan would
498 keep licensees involved in the process and knowledgeable about upcoming changes. He does ask that
499 transporters be added.

500
501 Dick Rohr – 50-year resident of Kodiak. He would like to start out by commending the staff. It is
502 refreshing to hear such a "can-do" attitude from staff. Particularly as it pertains to the UVC, he was the
503 first guide to ever receive a UVC and he is happy that the board is finally getting where all had hoped
504 the UVC would get to. He appreciates that staff took the time to do the audit to determine that UVC's
505 and draw permits were done correctly. He supports any measures the board decides to take either this
506 year or next year. He feels that the board should move towards a separate UVC for each GUA. He is in
507 support of the 3-year GUA proposal. He remembers the last time the exams for assistant guides were
508 given that study materials were not available and many failed the exam. Again, good job to the staff.

509
510 Dan Montgomery – He would like to make sure the master guide fix is pushed through the legislature as
511 quickly as possible. It is imperative to get it passed as quickly as it can be managed. He would be
512 supportive of a species-specific qualification for assistant guides, registered guides can hire assistants
513 with no experience for the species they are hunting. He is in support of the 3-year GUA, it will support
514 conservation as guides know they will be required to hunt the same area for multiple years. He feels
515 the recommended language proposed for the master guide fix puts more authority on the board.

516
517 Chair Tiffany asked if Dan and Loren would be able to attend the exams on Friday; Dan stated that
518 neither of them would be able to attend in person but could proctor via Zoom if needed.

519
520

521 **Agenda Item: Board Business:**

522 A. Board approved training courses: neither of the groups that were listed as approved training courses
523 have responded to requests for information from staff and Board members. To the best of anyone's
524 knowledge it has been a considerable amount of time since any information has been obtained.
525 Michelle Heun stated that she remembers that the board had previously asked for that information
526 be removed from the website. Renee Hoffard stated the issue arises when potential applicants
527 request more information; but the previously approved programs are not listed on the website. It

- 528 was determined that it would be best to not recommend amending the regulations so that the
529 training programs can be an option in the future.
- 530 B. Letter to Fish and Game regarding Harvest tickets: Chair Tiffany was tasked with drafting a letter to
531 Commissioner Vincent Doug-Lane explaining the current issues with harvest tickets.
- 532 C. Tabled regulations proposals 2019: the board felt they had addressed this topic sufficiently during
533 regulations review at this meeting.
- 534 D. Wildlife judging-streaming: Pete Buist will follow-up on what all videos are available and determine
535 how available those videos are at the various Fish and Game office around the state.

536

537 Recess – off record at 4:27 pm

538

539 **Thursday March 19, 2020**

540

541 **The Chair brought the meeting to order at 9:42 am**

542

543 **Board Members Present Constituting a Quorum:**

544 Henry Tiffany - Licenses Registered Guide-Board Chair

545 Larry Van Daele - Board of Game Representative *via Zoom*

546 Michelle Heun - Licensed Transporter

547 Pete Buist - Public Member

548 Jason Bunch - Registered Guide Outfitter

549

550 **Board Members Absent:**

551 Adam Trombley – Public Member ***EXCUSED***

552 Nicholas Jackson- Private Land Owner ***UNEXCUSED***

553

554 **Staff Members present:**

555 Renee Hoffard – Executive Administrator

556 Lee Strout – Investigator

557 Ryan Gill – Probation monitor

558 Jean Bennet – Licensing Examiner *via Zoom*

559

560 **Members of the Public Present:**

561 Mark Richards – RHAK *via Zoom*

562 Steve Perrins Sr. *via Zoom*

563 Thor Stacey *via Zoom*

564 Jeff Callison

565 Al Barrette

566 Lt. Aaron Frenzel, Alaska Wildlife Troopers *via Zoom*

567 Chandler Long, Land Trust Authority *via Zoom*

568

569 **Agenda Item: Review agenda:**

570 Michelle Heun would like to add 2 new regulations proposals. Renee Hoffard has copies of the
571 proposals. The board has time before the 10:30 subcommittee reports.

572

573

574 **Agenda Item: Subcommittee reports:**

575 The board worked through the subcommittees as a group during that agenda item on March 18.

576

577 Michelle Heun – Transporter subcommittee; the draft FAQ is almost ready to be finalized. She reviewed
578 a recommend change from the day before but felt that it would be better to stay consistent with the
579 wording used in statute and regulation. She also worked on proposals for regulation amendments. The
580 first proposal would amend 12 AAC 75.145 to add a BGCSB statute and regulations exam for transporter
581 applicants. The second proposal amends 12 AAC 75.400 to specify that transporter activity reports
582 should be submitted within 60 days after the completion of the transporter services.

583

584 The board had a brief discussion regarding the difference between a regulations proposal and regulation
585 projects. They also discussed increased efforts to get information out to licensees. The board is hopeful
586 that they are on the right track for getting these efforts moving. This meeting information was also sent
587 to APHA for distribution to their listserv.

588

589 The board returned to the discussion of Michelle Heuns regulation proposals. Jason Bunch asked how a
590 transporter license that is held by an entity can take the exam. Michelle Heun stated that the
591 responsible party for the license is the individual that would be responsible for taking the exam.
592 Larry Van Daele feels it moves along the lines of the proposals that Jason Bunch had submitted.

593

594 **In a motion duly made by Pete Buist, seconded by Jason Bunch with unanimous consent, it was**
595 **resolved to create a new regulations project to amend 12 AAC 75.400 to implement a 60 deadline for**
596 **submission of transporter activity reports and 12 AAC 75.145 with the intent to implement a**
597 **jurisprudence examination requirement for Transporter applicants.**

598

599 Renee Hoffard was tasked to send the transporter FAQ to Megyn Weigand for legal review.

600

601 **In accordance with the provisions of Alaska Statute 44.62.310(c), I, Michelle Heun move to go into**
602 **executive session for the purpose of matters which by law, municipal charter, or ordinance are**
603 **required to be confidential. Office of Administrative Hearings is to remain in the session. No board**
604 **staff to remain for the session. Larry Van Daele seconded the motion. Motion passed via unanimous**
605 **consent.**

606

607 **Off record at 10:32 am**

608 **Return to record 11:28 am**

609

610 **In a motion duly made by Jason Bunch, seconded by Pete Buist, it was resolved via roll call vote to**
611 **revise the proposed sanction for Mr. Jerry Cates. The revised sanction suspends \$1500 of the \$3000**
612 **fine and replace the continuing education requirement with for each year of his probation Mr. Cates**
613 **shall intend in person and in its entirety at least one meeting of the Big Game Commercial Services**
614 **Board. Motion passed.**

615

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		

616

617

618 Chair Tiffany would like to request that the Executive Administrator be allowed to remain during future
619 administrative hearings to assist with facilitating the executive session.

620

621 Chair Tiffany shared an email from the Division Director regarding division plans for implementing
622 telecommuting procedures for staff as state office closures were announced in light of the Covid-19
623 pandemic.

624

625 Lunch – off record at 11:47 am

626 Return at 1:00 pm

627

628 Ended with recording 190326-0039

629

630 **Agenda Item: Public Comment:**

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DRAFT

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In accordance with the provisions of Alaska Statute 44.62.310(c), I, Jason Bunch move to go into executive session for the purpose of discussing (2) subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion. Jason Bunch seconded the motion.

Executive session 4:35 – 6:10

Recess at 6:11

Board Chair Henry Tiffany recessed the meeting until 8:00 am on Wednesday, January 23rd, 2019

The Chair brought the meeting to order at 8:06 am

Respectfully Submitted,

Ms. Hoffard
Executive Administrator

Date

Henry Tiffany
Board Chair

Date

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BIG GAME COMMERCIAL SERVICES BOARD
6 Minutes of the meeting on March 30, 2020
7

8 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and*
9 *Professional Licensing. These minutes have not been approved by the Board.*

10
11 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
12 Article 6, a special meeting of the Big Game Commercial Services Board was held via teleconferencing
13 March 30, 2020; originating from Juneau.
14

15 **The Chair brought the meeting to order at 11:32 am**

16
17 **Board Members Present Constituting a Quorum:**

18 Henry Tiffany - Licenses Registered Guide-Board Chair
19 Larry Van Daele - Board of Game Representative
20 Pete Buist - Public Member
21 Jason Bunch - Registered Guide Outfitter
22 Michelle Heun - Licensed Transporter
23 Adam Trombley – Public Member
24

25 **Board Members Absent:**

26 Nicholas Jackson- Private Land Owner ***UNEXCUSED***
27

28 **Staff Members present:**

29 Renee Hoffard – Executive Administrator
30 Jean Bennett – Licensing Examiner
31

32 **Public in attendance:**

33 15 members of the public called into the meeting. As no oral comments were scheduled for this
34 meeting, the attendees were not asked to identify themselves.
35

36 **Agenda Item:**

37 This meeting was called to discuss and determine policy regarding GUA registration and the associated
38 fees during the current COVID-19 pandemic in response to inquiries from license holders.
39

40 The board had 2 questions to consider.

- 41 1. Can the \$300 annual filing fee be waived for 2020 if associated hunts are affected by COVID-19?
- 42 2. Can guide use area registrations and/or fees be waived for spring hunts that may be affected by
43 COVID-19?
44

45 The board had requested written comments be submitted to Ms. Hoffard prior to the board meeting.
46 The board received 1 comment provided by Mr. Richard Rohr, Master Guide GUIM69. Mr. Rohr was in
47 favor of leaving the current fees in place.
48

49 Chair Tiffany asked the board to consider the questions under the presumption that the spring seasons
50 would be closed due to the current situation.

51

52 The board discussed the various pros and cons for waiving either of the fees. It was determined that
53 many of the guides would have already submitted guide use area registrations and the associated fees.
54 Unfortunately, by following the statutes for guide use area registrations there is not allowance for
55 waiving the fees. The guide licensing program has been in a deficit for the past several years and a
56 waiver of the fees would result in a loss of approximately \$225,000. Any typical year can see a number
57 of factors that would result in a guide not being able to work in an area that they had already registered
58 in. The board felt that they did not have the authority to waive statutes, that authority most likely
59 would fall to the governor.

60

61 It was pointed out that in the past many guides have submitted the annual filing fee at the time of
62 submitting complete hunt records and/or requesting additional records. Ms. Hoffard stated that the
63 division would not be enforcing the March 31 due date for the filing fee. Should guides submit records
64 for processing, the division will request the fee at that time if it has not already been received.

65

66 Larry Van Deale informed the board that Board of Game is considering options for the spring bear hunts,
67 the Board of Game will be holding a special meeting in April to make a decision on those topics.

68

69 Chair Tiffany thanked the board for meeting to discuss these issues and respectfully requested they
70 make themselves available should future special meetings be called due to the impact of the COVID-19
71 pandemic on the guide industry.

72

73 Having completed the discussion before the board, Chair Tiffany adjourned the meeting.

74

75 *Off record at 12:03 pm.*

76

77

78 Respectfully Submitted,

79

80

81 _____
82 Renee Hoffard
83 Executive Administrator

Date

84

85

86 _____
87 Henry Tiffany
Board Chair

Date

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BIG GAME COMMERCIAL SERVICES BOARD
6 Minutes of the meeting on July 22, 2020
7

8 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and*
9 *Professional Licensing. These minutes have not been approved by the Board.*

10
11 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
12 Article 6, a scheduled meeting of the Big Game Commercial Services Board was held via
13 teleconferencing July 22, 2020; originating at 333 Willoughby Ave., Juneau.
14

15 **The Chair brought the meeting to order at 9:03 am**

16
17 Chair Tiffany welcomed new board member Michael (Mike) Flores, licensed transporter.
18

19 **Board Members Present Constituting a Quorum:**

20 Henry Tiffany - Licenses Registered Guide-Board Chair
21 Larry Van Daele - Board of Game Representative
22 Pete Buist - Public Member
23 Jason Bunch - Registered Guide Outfitter
24 Adam Trombley – Public Member
25 Michael Flores – Licensed Transporter
26

27 **Board Members Absent:**

28 Michelle Heun - Licensed Transporter **EXCUSED**
29 Nicholas Jackson- Private Land Owner **UNEXCUSED**
30

31 **Staff Members present:**

32 Renee Hoffard – Executive Administrator
33 Lee Strout – Investigator
34 Ryan Gill – Probation monitor
35 Thomas Bay – Licensing Examiner
36
37

38 **Agenda Item: Review Agenda**

39 The board reviewed the agenda that was approved by Board Chair Henry Tiffany.
40

41 **In a motion duly made by Adam Trombley, seconded by Pete Buist with unanimous consent, it was**
42 **resolved to adopt the agenda as written.**
43
44

45 **Agenda Item: Ethics Review**

46 Larry Van Daele informed the board that due to his seat on the Board of Game he would not be joining
47 the voting on the proposal for regulation amendments regarding the spring 2021 Unit 9 special season.
48

49 **Agenda Item: Division Update/Fiscal Report:**

50 Ms. Hoffard began the division update by introducing Licensing Examiner Thomas Bay. Previous
51 examiner Bennett left the division in mid-June. Mr. Bay is a current examiner with several years'
52 experience and he expressed interest in moving to work for the BGCSB. He began working with Ms.
53 Hoffard on June 23 and his knowledge of the division has allowed him to be a great asset to the
54 program.

55
56 Ms. Hoffard provided the division update and fiscal report. The board began Fiscal year 2020 with a
57 deficit of \$150, 523; at the end of the 3rd quarter the board had a surplus of \$431,754. There has been
58 a steady increase of new applications over the past few months and given the potential regulations
59 projects the board is working on they are in a sound fiscal status. Ms. Hoffard reported that division
60 staff had a meeting with APHA concerning the economic impact report that the McDowell group is
61 working on and she has started providing information to them as directed at the March board meeting.
62 Ms. Hoffard has secured permission for a listserv to communicate with licensees and other interested
63 parties; that should be available in August and she continues to seek permission to create a Facebook
64 page as well. She asked the board to consider authorizing her to send out a mass-mailing to licensees
65 that have not provided email address to notify them of the listserv and other pertinent information.
66 There are approximately 600 license holders that would receive the mailing, her intention is to limit it to
67 a 1 page, front and back mailing. Chair Tiffany stated that he believes knowledge is power and any steps
68 that can be taken to inform the license holders is a step in the right direction; Jason Bunch agreed.

69
70 **In a motion duly made by Jason Bunch, seconded by Pete Buist, via roll call it was resolved to permit**
71 **the Executive Administrator use the listserv and any other tools at her disposal to contact licensees**
72 **with notices, updates and other important information at the discretion of the board chair.**

73

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

74

75 Ms. Hoffard stated she hopes to have the first mailing out in the next week or so, it will include the new
76 regulations that went into effect July 16 regarding the requirements for assistant and Class-A assistant
77 guides.

78

79 **Agenda Item: Probation Report:**

80 Probation monitor Ryan Gill provided his report to the board. At the time of the report there are 23
81 licenses on probation, 4 were released from probation since the March board meeting. All but 5 of the
82 23 are in compliance and those 5 are addressed in his report to the board. Mr. Gill informed the board
83 that he was recently promoted within the division and has become the investigator for the Board of
84 Architects, Engineers and Land Surveyors. He is not aware of when his responsibility of probation
85 monitor will end but he will continue to work with the licensees until his replacement is hired.

86

87 **Agenda Item: Public Comment:**

88 Jeremy Ruesink – in regard to the Unit 9 proposal by Chair Tiffany, he would like the board to consider
89 adding an exception for guides that have purchased a business that had contracts that were not fulfilled
90 due to the spring 2020 closures.

91

92 Thor Stacey – APHA is in strong support of the proposal for Unit 9 as they had supported the Board of
93 Game’s proposal to move the spring 2020 season to spring 2021.

94

95 Dan Montgomery – He supports the Unit 9 proposal but thinks there should be some exceptions for
96 people that may transfer or purchase businesses that had not been registered there previously. He
97 does not support the buffer area proposal, he doesn’t think it is necessary.

98

99 Steve Perrins I – Everything he has heard is these regulations were made the guides and outfitters did
100 not lose revenue. He is extremely disappointed that the decision was made to not do the same thing in
101 Kodiak. He lobbied hard for that at the APHA meetings. By not making the same concessions in Kodiak
102 you are doing the direct opposite of what is being done in Unit 9 which is not fair and equitable and he
103 wants to know if there is any way to address that. Larry Van Daele stated that per the written summary
104 of the Board of Game meeting, the primary reason for the decision was to recoup hunter opportunity
105 not to recoup economic opportunity. He does not foresee Board of Game taking this back up before
106 next spring. Chair Tiffany stopped the conversation as this topic is not under the prevue of BGCSB, this
107 falls under the Board of Game.

108

109 Ms. Hoffard read aloud 2 comments that were submitted to the board via email. Taj Shoemaker, Kodiak
110 supports the Unit 9 proposal. Clint Miller would like to ensure that guides that had not registered as the
111 closures happened before the registration was due are still eligible based on contracts.

112

113 Break – off record at 9:56 am

114 Return to record at 10:04 am

115

116 **Agenda Item: Investigative Report:**

117 Investigator Strout provided his investigative report for the time period of March 5, 2020 through July
118 14, 2020. He currently has 42 open cases and has closed 37 since the last board meeting. There has
119 been an uptake in cases for application issues due to the increase of initial applications and renewals
120 now that the industry is anticipating a fall hunt season. Jason Bunch asked if the plan to provide regular
121 information to licensees could result in lowered investigations for failure to report. Investigator Strout
122 believed it would help inform the licensees.

123

124 Chair Tiffany announced that the board will be entering executive session to discuss investigative issues
125 and the board will not return to the record for board business until 1:00 pm following the lunch break.

126

127 **In accordance with the provisions of Alaska Statute 44.62.310(c), I, Jason Bunch move to go into**
128 **executive session for the purpose of discussing subjects that tend to prejudice the reputation and**
129 **character of any person, provided the person may request a public discussion. Board staff to remain**
130 **for the session. Mike Flores seconded the motion. Motion passed via unanimous consent.**

131

132 **Off record at 10:15 am**

133 **Return to record 12:01 pm**

134

135 Chair Tiffany called for lunch recess.

136

137 Lunch – off record at 12:02 pm

138 Return to record at 1:05 pm

139 Ms. Hoffard reminded Chair Tiffany that motions regarding the discussions in executive session
140 needed to be made before the board resumed the agenda.

141
142 Chair Tiffany stated that for the record, Board member Michelle Heun, had reviewed the
143 information in the board packet and submitted votes via email to himself and Ms. Hoffard. He
144 will read her vote during roll call for each item.

145
146 **On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was**
147 **RESOLVED to accept the consent agreement as written for Dakota Arnold - sub-legal moose.**
148 **Motion passed;**

149

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

150
151
152 **On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was**
153 **RESOLVED to accept the consent agreement as written for Michael Colpo – transporting legally**
154 **harvested game into Canada without proper documentation. Motion passed;**

155

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

156
157
158 **On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was**
159 **RESOLVED to accept the consent agreement as written for Patrick Donelson – sublegal moose,**
160 **failure to report, failure to disclose. Motion passed;**

161

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

162
163

164 On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was
 165 RESOLVED to approve the Assistant Guide license application #143986, Harry D. Carroll. Motion
 166 Failed;
 167

Board Member	Approve	Deny	Recuse
Henry Tiffany		X	
Jason Bunch		X	
Larry Van Daele		X	
Peter Buist		X	
Michelle Heun		X	
Adam Trombley		X	
Mike Flores		X	

168
 169 Board discussion: Per AS 08.54.710 (a)(3), the board may impose discipline if the board finds
 170 the licensee has negligently misrepresented or omitted a material fact on an application for
 171 any class of guide license. Board members agreed that denial of this license follows precedent
 172 set with similar situations.
 173

174 On a motion duly made by Jason Bunch, Larry Van Daele, via roll call vote, it was
 175 RESOLVED to approve the Registered Guide-outfitter license #155964, Nathan Peterson. Motion
 176 passed;
 177

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

178
 179
 180 On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was
 181 RESOLVED to accept the consent agreement as written for Nathan Peterson – harvest without
 182 appropriate tag, failure to disclose. Motion passed;
 183

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

184
 185
 186 On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was
 187 RESOLVED to accept the consent agreement as written for Jeff Kruse – lack of land use
 188 authorization. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

190

191

192 **On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was**
 193 **RESOLVED to accept the voluntary surrender of the Class-A assistant guide license of Anthony**
 194 **Bartlett. Motion passed;**

195

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

196

197

198 **On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was**
 199 **RESOLVED to accept the consent agreement as written for Britton Russell – illegal harvest in**
 200 **another state. Motion passed;**

201

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

202

203

204 **On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was**
 205 **RESOLVED to accept the consent agreement as written for James Blake – improper registration,**
 206 **lack of guide use area registration. Motion passed;**

207

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun			

Adam Trombley	X		
Mike Flores	X		

208
209
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211
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213

On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was RESOLVED to amend section G, Civil fine, of the consent agreement for James Blake to extend the time period to pay all unsuspended fines within 365 days. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun			
Adam Trombley	X		
Mike Flores	X		

214
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222

Board discussion: In light of the current COVID-19 pandemic and the economic impact it has had on the industry the board felt it was appropriate to grant Mr. Blakes' request to extend the timeframe in which his fines are due. Chair Tiffany stated that as Ms. Heun was not aware of the request he did not feel the vote she submitted via email prior to the meeting applied on this matter.

223
224
225
226

On a motion duly made by Jason Bunch, seconded by Adam Trombley, via roll call vote, it was RESOLVED to accept the consent agreement as written for Preston Cavner – no hunt record, no hunt contract, aid in the commission of a violation. Motion passed;

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

227
228

Agenda Item: Regulation Amendment Proposals:

229
230
231
232
233
234

A. *Buffer area:* Ms. Hoffard read the proposal for the board and the public. She reminded the board that several such proposals have been submitted and per the board's March 2020 meeting a request was submitted to Department of Law to determine the board's authority for such regulations.

235
236
237
238

In a motion duly made by Larry Van Daele, seconded by Jason Bunch with unanimous consent, it was resolved to table the discussion of buffer area proposals until December 2020 pending review by the Department of Law for authority.

239
240 Chair Tiffany stated that the board would resume this agenda item following the 2:30 – 3:00 pm public
241 comment as the next item on the agenda would be a deliberative session with the Office of
242 Administrative Hearings that is closed to the public.

243
244 **Agenda Item: Office of Administrative Hearings:**

245
246 **In a motion duly made by Jason Bunch, seconded by Larry Van Daele with unanimous consent, it was**
247 **resolved that Pursuant to AS 44.62.310(d)(1), that the Board enter a deliberative session to make a**
248 **decision in the adjudicatory proceeding captioned OAH Case No. 19-0517-GUI. The Administrative**
249 **Law Judge with the Board’s Executive Administrator and Occupational Licensing Examiner will remain**
250 **in the deliberative session to assist the Board if needed. The division staff remaining in the session**
251 **are simply observing and assisting the board.**

252
253 **Off record at 2:03 pm**

254 **Return to record 2:34 pm**

255
256 Chair Tiffany thanked the public for their patience and announced that public comment would begin at
257 2:40 pm based on the board needing to complete 1 item of business before moving on with the agenda.

258
259 **In a motion duly made by Jason Bunch, seconded by Larry Van Daele via roll call vote, it was resolved**
260 **that Pursuant to AS 44.64.060(e)(3), that the Board:**

- 261 - **Modify the proposed sanction to adopt the specific terms of probation identified in the**
262 **Division’s proposal for action, and adopt the proposed decision as so revised.**

263

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

264

265

266 **Agenda Item: Public Comment:**

267 Joe Klutsch – the board’s earlier discussion on the buffer area proposal answered any questions he had
268 in regard to that proposal. He is interested to hear the Department of Law interpretation of this topic.
269 He believes the management unit 9 proposal by Mr. Tiffany is a well-written proposal and an important
270 one to have in place. On the proposal for transporter exam requirements, he found it interesting
271 especially with the information about the number of new applicants. He has found that most are
272 oblivious to transporter regulations and this may address the problem.

273

274 Kelly Vrem – He wanted to remind everyone that that board has prior experience with buffer areas and
275 it was a magnificent failure. This dabbles over into DNR territory and could lead to unforeseen
276 problems. He is in favor of a short course to renew license. It serves the function of reviewing the
277 regulations, refreshing your memory and learn of new regulations that may have occurred since the last
278 licensing period.

279

280 Dan Montgomery – In support of the unit 9 proposal. He understands it is going to be hard to enforce
281 that. As for the unit 13 issue, he opposes the five-mile buffer zone. How is a person supposed know if a
282 structure was permitted back before 2010. He was upset that the UVC audit revealed people that
283 applied for hunts they weren't registered for. He is disappointed that the board in their review thought
284 the regulation was too ambiguous to enforce this year.

285
286

287 **Agenda Item: Regulations Projects:**

288

289 The board discussed the regulations proposals that they had considered at the March board meeting
290 concerning professional development, 3-year guide use area registration statewide, jurisprudence
291 exams for assistant and Class-A assistant guides and transporter activity reports.

292

293 Jason Bunch asked Mike Flores if the draft language proposing a 60-day deadline was within the ability
294 of transporters and Mr. Flores stated that for marine transporters it would be better to have more time.
295 The board determined that 75 days should be sufficient.

296

297 Ms. Hoffard asked for clarification on the proposed language for professional development; did the
298 board intend for licensees to meet with both an Alaska Wildlife Trooper and a Fish & Game biologist or
299 just 1 of those 2 options. The board agreed that the draft language should state "or" and not "and".

300

301 **In a motion duly made by Jason Bunch, seconded by Larry Van Daele via roll call vote, it was resolved**
302 **to submit the approved draft language as discussed to the division for public comment. Comment will**
303 **be limited to written comment only. At this time the board is not aware of any costs to comply with**
304 **the proposed actions to a private person, other state agencies or municipalities.**

305

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

306

307

308 **12 AAC 75.230 (g) A registered or master guide must register for a minimum of three (3) years in a**
309 **guide use area at the time of registration.**

310

311 **12 AAC 75.120(a)(8) the jurisprudence questionnaire prepared by the board covering the provision of**
312 **AS 08.54 and this chapter, scoring a minimum of 70%.**

313

314 **12 AAC 75.130(a)(9) the jurisprudence questionnaire prepared by the board covering the provision of**
315 **AS 08.54 and this chapter, scoring a minimum of 70%.**

316

317 **12 AAC 75.145(a)(6) the jurisprudence questionnaire prepared by the board covering the provision of**
318 **AS 08.54 and this chapter, scoring a minimum of 70%.**

319

320 **12 AAC 75.400 (h) to comply with the annual reporting requirement of AS 08.54.650(c), a transporter**
321 **shall submit to the department a completed transporter activity report for each contracted**
322 **transportation service within 75 days after the completion of the transporter services.**

323

324 **12 AAC 75.230 is amended by adding new subsections to read:**

325 **(f) a registered or master guide who was unable to hunt a brown bear in game management unit 9 in**
326 **the spring 2020 season may register for the 2021 spring brown bear season in game management unit**
327 **9, if**

328 **1) the registered or master guide registers on a form provided by the Division;**

329 **2) the registered or master guide provides either**

330 **A) a current registration, valid as of April 10, 2020, for the same guide use area for which the**
331 **registration is submitted; or**

332 **B) copies of completed, signed, and dated hunt contracts for the 2020 spring bear season in game**
333 **management unit 9 indicating the registered or master guide had booked clients who were later**
334 **unable to complete the contracted hunt and an attestation that the registered or master guide would**
335 **have registered prior to the April 10, 2020 deadline; and**

336 **3) the clients for whom the registered or master guide will provide services have not hunted brown**
337 **bear in a guide use area within game management unit 9 since May 10, 2020.**

338

339 **12 AAC 75.150, (New Section) Professional Development for, Master Guide/ Outfitter,**
340 **Registered Guide/Outfitter and Transporters Licensees**

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

346 **(1) Fish and Game Advisory Committee meeting (2) Alaska Board of Game meeting (3) Big Game**
347 **Commercial Services Board meeting (4) Federal Subsistence Board and/or Federal Subsistence**
348 **Regional Advisory Council meetings (5) Big Game Commercial Services Board exam proctoring (6)**
349 **Federal Subsistence Resource Commission**

350 **(b) An applicant or licensee is exempt from the requirements in (a) (1-6) of this section if, at the**
351 **time of application or renewal, the applicant or licensee is currently serving as a:**

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

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

360 **(1) An Alaska Wildlife Trooper assigned to a Region in which the licensee operates or**
361 **applicant intends to operate, to discuss enforcement information in the area; or**

362 **(2) An ADF&G Biologist assigned to a Region in which the licensee operates or**
363 **applicant intends to operate, to discuss biological information in the area.**

364 **(d) The requirements listed in this section will be documented on a form provided by the**
365 **Department and signed by the Chairperson or Executive Director of the applicable Board(s),**
366 **Commission(s), or Organization(s) listed in (a) and (b) of this section; and either signed by the**
367 **Alaska Wildlife Trooper or ADF&G Biologist listed in (c) of this section or in a letter on**

368 **Department Letterhead if meeting was conducted telephonically.**

369

370 The board scheduled a tentative teleconference for Friday, October 2, 2020; 9:00 – 11:00 am to review
371 for the purposes of reviewing written comment only for this regulations project. No other board
372 business will be conducted at that time.

373

374 Having completed the agenda as approved for the day, Chair Tiffany adjourned the meeting.

375

376 *Off record at 3:32 pm.*

377

378

379 Respectfully Submitted,

380

381 _____

382 Renee Hoffard

383 Executive Administrator

384

385

386 _____

387 Henry Tiffany

388 Board Chair

Date

Date

1 State of Alaska
2 DEPARTMENT OF COMMERCE, COMMUNITY AND ECONOMIC DEVELOPMENT
3 DIVISION OF CORPORATION, BUSINESS AND PROFESSIONAL LICENSING
4

5 BIG GAME COMMERCIAL SERVICES BOARD
6 Minutes of the meeting on October 2, 2020
7

8 *These are DRAFT minutes prepared by the staff of the Division of Corporations, Business and*
9 *Professional Licensing. These minutes have not been approved by the Board.*
10

11 By the authority of AS 08.01.070(2) and AS 08.86.030, and in compliance with the provisions of AS 44.62,
12 Article 6, a scheduled meeting of the Big Game Commercial Services Board was held via
13 teleconferencing October 2, 2020; originating at 333 Willoughby Ave., Juneau.
14

15 **The Chair brought the meeting to order at 10:01 am**
16

17 **Board Members Present Constituting a Quorum:**

18 Henry Tiffany - Licenses Registered Guide-Board Chair
19 Larry Van Daele - Board of Game Representative
20 Pete Buist - Public Member
21 Jason Bunch - Registered Guide Outfitter
22 Michelle Heun - Licensed Transporter
23 Adam Trombley – Public Member
24 Michael Flores – Licensed Transporter
25

26 **Board Members Absent:**

27 Nicholas Jackson- Private Land Owner **UNEXCUSED**
28

29 **Staff Members present:**

30 Renee Hoffard – Executive Administrator
31 Thomas Bay – Licensing Examiner
32 Jun Maiquis – Regulations Specialist
33

34 **Public in attendance:**

35 D. Rohr - Kodiak
36

37 **Agenda Item: Review Agenda**

38 The board reviewed the agenda provided by staff. Adam Trombley suggested moving agenda item 4 to
39 follow agenda item 5; agenda item 4 requires executive session and is not open to the public.
40

41 **In a motion duly made by Jason Bunch, seconded by Adam Trombley with unanimous consent, it was**
42 **resolved to adopt the agenda as amended.**
43
44

45 **Agenda Item: Tabled Regulations Proposals – Buffer Areas**

46 Ms. Hoffard informed the board that per their request, a review of the board’s authority to regulate
47 buffer areas had been submitted to the Department of Law. AAG Megyn Wiegand had responded that
48 the board does not have the authority to enact such regulation. A regulation of this type would
49 effectively give a property right – the right to exclude, to individuals that own cabins built before a

50 certain date. The proposals are not of uniform, universal, application but instead seems to benefit a
 51 narrow class of individuals to the commercial detriment of other market participants. The Board would
 52 need clear statutory authority showing a legislative intent to limit competition before adopting such a
 53 regulation. AS 08.54.720(a)(2) and 12 AAC 75.340(d)(8) give the Board authority to intervene when a
 54 crowded field leads to conflict between licensees. The Board cannot manage land in the way proposed
 55 in the regulation request. Ms. Hoffard will send a letter to the individuals that have submitted the
 56 buffer area proposals. She will also keep a record of that letter for staff to send if/when similar
 57 proposals are submitted in the future.

58

59 **Agenda Item: Current Regulations Project:**

60 The board reviewed written comment submitted to the division for the current proposed amendments
 61 to 12 AAC 75.120, 12 AAC 75.130, 12 AAC 75.145, 12 AAC 75.150, 12 AAC 75.230 and 12 AAC 75.400.

62

63 **In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to adopt
 64 the proposed amendment to 12 AAC 75.120 as written.**

65

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

66

67 The board determined the requirement of a jurisprudence exam at time of licensure would be a benefit
 68 to the program and potentially reduce investigative costs. Ms. Hoffard informed the board that she has
 69 had multiple conversations with applicants that are not aware of the regulations and statutes. She
 70 explained that the intention of this regulation is to ensure that applicants are aware and have in some
 71 capacity, reviewed the statutes and regulations that govern the license they seek.

72

73 **In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to adopt
 74 the proposed amendment to 12 AAC 75.130 as written.**

75

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

76

77 **In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to adopt
 78 the proposed amendment to 12 AAC 75.145 as written.**

79

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		

Mike Flores	X		
Adam Trombley	X		

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In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to table the proposed amendment to 12 AAC 75.150. The public comment period for this amendment is to be extended to allow for more written comment and oral testimony at the scheduled November 30 – December 2, 2020 board meeting.

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

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The board determined that as the majority of written comments submitted pertained to this amendment they should hear from more of the industry. Mr. Van Daele asked that Chair Tiffany work with Fish and Game and the Wildlife Troopers to ensure that the agencies listed in the amendment are aware of what burden of responsibility lies with them and to explain the benefits the amendment would have for all involved.

In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to adopt the proposed amendment to 12 AAC 75.230 as written.

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

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103

It was clarified that the amendment to 12 AAC 75.230(g) speaks specifically to special hunts for spring 2021 in Game Management Unit 9 only. The amendment to 12 AAC 75.230(h) will require a minimum guide use area registration of 3 years to all guide use areas in the state.

In a motion duly made by Jason Bunch, seconded by Mike Flores, via roll call it was resolved to adopt the proposed amendment to 12 AAC 75.400 as written.

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Mike Flores	X		
Adam Trombley	X		

104

105 Mr. Bunch asked for some explanation regarding the selection of 75 days for the time-frame to submit
106 completed transporter activity reports. Ms. Heun explained that the original proposal was made in an
107 effort to hold transporters accountable in a manner consistent with registered and master guides as
108 hunt records are required to be submitted within 60 days. Ms. Hoffard explained that she has
109 responded to questions from the industry struggling to determine when they should submit the annual
110 report and what that report should consist of. After discussion it was decided that 75-days is an
111 acceptable timeframe and would not cause undue burden on transporters or the administrative staff.
112

113 Chair Tiffany asked the board to consider the option of holding the November 30 – December 2 board
114 meeting via Zoom. Some board members may spend time out of the state and it is not feasible for them
115 to quarantine in Anchorage for 14 days before a 3-day board meeting. It was determined that board
116 members and the public will attend the meeting via Zoom or teleconferencing and that staff will submit
117 requests to travel to Anchorage to facilitate the meeting and exams. The intention is for Ms. Hoffard
118 and Mr. Bay to carry out their regular duties for the meeting and exam without creating a burden to
119 Anchorage administrative staff. This will allow the exam candidates to be sufficiently spaced for social
120 distancing and for staff to appropriately monitor the practical exams that will be proctored remotely.
121

122 **Agenda Item: Tabled Application(s):**

123
124 **In accordance with the provisions of Alaska Statute 44.62.310(c), I, Jason Bunch move to go into**
125 **executive session for the purpose of discussing subjects that tend to prejudice the reputation and**
126 **character of any person, provided the person may request a public discussion. Board staff to remain**
127 **for the session. Michelle Heun seconded the motion. Motion passed via unanimous consent.**
128

129 **Off record at 11:45 am**

130 **Return to record 12:13 pm**

131
132 **On a motion duly made by Jason Bunch, seconded by Larry Van Daele, via roll call vote, it was**
133 **RESOLVED to approve the assistant guide license for license 160202. Motion passed;**
134

Board Member	Approve	Deny	Recuse
Henry Tiffany	X		
Jason Bunch	X		
Larry Van Daele	X		
Peter Buist	X		
Michelle Heun	X		
Adam Trombley	X		
Mike Flores	X		

135

136

137 Mr. Bunch asked what the deadline for submitting proposals for the upcoming meeting is; he will be
138 working on a proposal to more clearly outline the intention of the unique verification code.

139

140 Having completed the agenda as approved for the day, Chair Tiffany adjourned the meeting.

141

142 *Off record at 12:32 pm.*

143

144

145 Respectfully Submitted,

146
147 _____
148 Renee Hoffard
149 Executive Administrator
150
151
152 _____
153 Henry Tiffany
154 Board Chair

Date

Date

DRAFT

**Regulation Proposal(s) -
New Proposals**

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. _____

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

If "yes", what is the regulation number? AAC 75.260 (d) _____

Proposal: please see attached page. _____

Who is it likely to benefit: Guides, clients, law enforcement _____

Who is likely to suffer? none known at this time _____

What will happen if nothing is done? The proposal more clearly outlines procedures and the intent of the _____

original wording of the regulation _____

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 _____ Date: 10/21/2020 _____
(Printed Name)

Mailing Address: Kodiak, AK _____

Telephone Number (optional): _____

Email Address (optional): _____

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

Amendment proposed:

12 AAC 75.260. REGISTERED GUIDE-OUTFITTER CONTRACT REQUIREMENTS. d) A contracting registered or master guide who is signing the hunt contract, and who intends to apply a client for a drawing hunt permit for a hunt conducted under regulations required under AS 16.05, shall obtain a unique verification code (UVC) **for each guide use area in which a UVC is required** from the department before entering an application for the client. UVC's will only be issued to registered or master guides who are registered in a guide use area located in the hunt area the year the application is made and the years the permit is valid. **UVC's will be current until the associated GUA registration expires or is withdrawn or amended. UVC's can only be utilized by the contracting registered or master guide who is applying clients for a drawing hunt permit.**

Benefit is to provide more clear guidance for enforcement.

Disadvantage-none as it more clearly outlines procedure and intent of the original wording.

Big Game Commercial Services Board
REGULATION PROPOSAL

RECEIVED
Juneau

NOV 04 2020

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 ~~can~~ 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. 610 and 720

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

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

Proposal: Closing the bookings rent loop hole I provided and explanation with this form

Who is it likely to benefit: All RGO's and MGO's in the state

Who is likely to suffer? People pretending to be outfitters

What will happen if nothing is done? People will still continue to book "illegal" hunts posing as outfitters

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: Tyler Kuhn Date: 11/2/2020
(Printed Name)

Mailing Address: 8536 E New Hope St Palmer AK 99645

Telephone Number (optional): 907-251-6042

Email Address (optional): Alaskaside2017@gmail.com

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

Booking Agent Loop-Hole

RECEIVED
Juneau

NOV 04 2020

CBPL

The following proposal has to do with a "loophole" I discovered that primarily pertains to state statute sec. 08.54.610 (Registered Guide-Outfitter License) and statute Sec. 08.54.720 (Unlawful Acts)

My proposal is meant to address the issue of non-licensed individuals booking-outfitting big game hunts in Alaska without a current Registered Guide-Outfitter License or current Master Guide-Outfitter License. I have discovered a "Grey area" in which a non-licensee can claim and argue to be a "booking agent" or "representative" for a hunting outfit while in turn advertising, providing outfitting services, representing to be an outfitter and outfitting big game hunts. This loophole in many respects almost makes it pointless to even obtain an outfitting license because all an individual would have to do is become an Assistant guide (only if they wish to actually guide clients) start a hunting camp/lodge "hire" a contracting outfitter to sign hunt contracts then when questioned about unlawfully booking, advertising & outfitting hunts just say "I am just a booking agent" or "I am just a lodge owner/partner/representative" and nothing can be done as disciplinary action whatsoever because they are protected in a corporate entity with the contracting outfitter. I have heard of many "hunting lodges" doing this and have even seen people advertising to hire Outfitters for a sum of money just to sign contracts for them for a season. Here are several reasons an unlicensed person would do this.

- 1) They do not even want to go through the hassle of guiding clients but still want to make money in the Alaskan big game hunting industry
- 2) So, they do not need to go through the hassle of obtaining and maintaining a current outfitting license
- 3) They might not be eligible for an outfitting license or had their outfitting privileges revoked
- 4) They do not want the legal responsibilities that outfitting carries (Especially Sec.08.54.740 (a))
- 5) Or if They are a licensed outfitter and want to use a Guide Use Area they do not have or a GMU they are not licensed for
- 6) They are a licensed outfitter but do not meet the requirements of for a specific species under 12 AAC 75.460 (Species Specific Licensing)

The above issues could allow an individual with or without even a guide license to sell and outfit hunts anywhere in the state of Alaska in any amount of GMU's and

guide use areas and for any species of game they see fit, as long as they have contracting guides in those various places that meet the legal requirements to sign hunt contracts for them.

RECEIVED
Juneau

NOV 04 2020

CBP

I have thought of some ways to combat this, here are some thoughts that I had that would help resolve this issue and effectively close this "loophole"

- 1) If a corporate partnership is created between an outfitter and unlicensed individuals the money from big game hunting clients most first go into a bank account of the contracting outfitter and only the contracting outfitter can have access to the account and be able to withdraw funds. Those funds of course could then be given out as payments to cover salaries, overhead etc....
- 2) If a "legitimate" booking agent sends client money to a contracting outfitter and wants a "commission" return in the form of financial compensation. That money must be first sent to the contracting outfitter and the commission amount would then be dispersed back to the booking agent in the amount agreed upon with the agent and contracting outfitter

If these above actions were taken you would effectively eliminate non-licensed individuals from "legally" obtaining money from the bookings, outfitting, advertising and providing outfitting services as stated "unlawful-acts" in Sec.08.54.720 and it would still allow legit booking agents both inside and outside Alaska to be able to offer their services (which are essential to some outfitters in the state) just in a more legitimate way.

Public Comment:

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is not a public comment period for the proposed regulation project; you may bring forward any other topics.

Division Update(s)

Big Game Commercial Services Board, Guide-Outfitters	FY 14	FY 15	Biennium	FY 16	FY 17	Biennium	FY 18	FY 19	Biennium	FY 20
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	\$ 1,061,930
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	\$ 1,061,930
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	116,391
2000 - Travel	22,239	17,474	39,713	17,545	14,814	32,359	10,047	10,107	20,154	9,328
3000 - Services	30,243	15,516	45,759	49,702	24,199	73,901	35,454	28,371	63,825	50,200
4000 - Commodities	653	846	1,499	1,518	212	1,730	3,092	2,560	5,652	41
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	175,960
Investigation Expenditures										
1000-Personal Services	155,468	166,974	322,442	124,462	127,020	251,482	118,456	146,016	264,472	150,184
2000 - Travel	-	-	-	-	-	-	-	-	-	1,099
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	46,637
3094 - Inter-Agency Hearing/Mediation	28,658	18,728	47,386	21,387	5,318	26,705	7,138	69,542	76,680	20,485
3000 - Services other	-	-	-	-	-	-	-	1,524	1,524	1,730
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	220,184
Total Direct Expenditures	467,315	367,362	834,677	419,021	274,444	693,465	378,702	511,497	890,199	396,144
Indirect Expenditures										
Internal Administrative Costs	52,722	37,130	89,852	59,545	51,116	110,661	69,514	65,321	134,835	70,156
Departmental Costs	40,290	44,247	84,537	43,045	46,041	89,086	48,099	47,629	95,728	39,754
Statewide Costs	29,375	29,441	58,816	15,685	23,522	39,207	24,759	24,123	48,882	35,119
Total Indirect Expenditures	122,387	110,818	233,205	118,275	120,679	238,954	142,372	137,073	279,445	145,029
TOTAL EXPENDITURES	\$ 589,702	\$ 478,180	\$ 1,067,882	\$ 537,296	\$ 395,123	\$ 932,419	\$ 521,074	\$ 648,570	\$ 1,169,644	\$ 541,173
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)		520,757
Ending Cumulative Surplus (Deficit)	\$ (839,480)	\$ (1,120,051)		\$ (599,500)	\$ (508,729)		\$ 92,957	(150,523)		370,234
										* Fee analysis recommended
Statistical Information										
Number of Licenses for Indirect calculation	1,888	1,570		1,770	1,574		1,730	1,467		1,624
Additional information:	<ul style="list-style-type: none"> • 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 change FY19 • 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 Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	GUI1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)				Grand Total
	1000 - Personal Services	2000 - Travel	3000 - Services	4000 - Commodities	
1011 - Regular Compensation	143,726.14				143,726.14
1014 - Overtime	463.05				463.05
1023 - Leave Taken	19,662.05				19,662.05
1028 - Alaska Supplemental Benefit	10,043.15				10,043.15
1029 - Public Employee's Retirement System Defined Benefits	18,917.79				18,917.79
1030 - Public Employee's Retirement System Defined Contribution	4,078.67				4,078.67
1034 - Public Employee's Retirement System Defined Cont Health Reim	3,098.41				3,098.41
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	1,022.88				1,022.88
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	8,871.92				8,871.92
1039 - Unemployment Insurance	517.15				517.15
1040 - Group Health Insurance	45,869.62				45,869.62
1041 - Basic Life and Travel	60.85				60.85
1042 - Worker's Compensation Insurance	1,262.70				1,262.70
1047 - Leave Cash In Employer Charge	3,544.24				3,544.24
1048 - Terminal Leave Employer Charge	2,200.92				2,200.92
1053 - Medicare Tax	2,345.63				2,345.63
1069 - SU Business Leave Bank Contributions	23.42				23.42
1077 - ASEA Legal Trust	192.11				192.11
1079 - ASEA Injury Leave Usage	11.14				11.14
1080 - SU Legal Trst	47.04				47.04
1970 - Personal Services Transfer	615.11				615.11
2000 - In-State Employee Airfare			2,353.33		2,353.33
2001 - In-State Employee Surface Transportation			45.00		45.00
2002 - In-State Employee Lodging			1,475.00		1,475.00
2003 - In-State Employee Meals and Incidentals			1,086.00		1,086.00
2005 - In-State Non-Employee Airfare			963.51		963.51
2006 - In-State Non-Employee Surface Transportation			8.00		8.00
2007 - In-State Non-Employee Lodging			1,735.00		1,735.00
2008 - In-State Non-Employee Meals and Incidentals			1,500.00		1,500.00
2009 - In-State Non-Employee Taxable Per Diem			328.00		328.00
2010 - In-State Non-Employee Non-Taxable Reimbursement			924.57		924.57
2036 - Cash Advance Fee			8.52		8.52
3001 - Test Monitor/Proctor				118.75	118.75
3035 - Long Distance				55.53	55.53
3036 - Local/Equipment Charges				269.55	269.55
3045 - Postage				1,755.49	1,755.49
3046 - Advertising				204.18	204.18
3057 - Structure, Infrastructure and Land - Rentals/Leases				53.01	53.01
3085 - Inter-Agency Mail				3,478.85	3,478.85
3088 - Inter-Agency Legal				62,487.13	62,487.13
3094 - Inter-Agency Hearing/Mediation				20,484.80	20,484.80
4002 - Business Supplies				90.80	90.80
3018 - Judgement/Settlement Interest				1,706.00	1,706.00
3028 - Settlement Legal Fees				28,438.90	28,438.90
Grand Total	266,573.99	10,426.93	119,052.19	90.80	396,143.91

FY 2020 CBPL COST ALLOCATIONS

Name	Task Code	Direct Revenues	3rd Party Reimbursement	Total Revenues	Direct Expense	Percentage of board licenses/total licensees:	Division cash receipt transactions % by Personal Services \$	Department certified transactions % by Fiscal Revenue \$	Indirect Expense (Total Non-PCN Allocated)	Percentage of program direct Personal Services:	Total Indirect Expenses	Total Expenses	2020 Annual Surplus (Deficit)
Acupuncture	ACU1	\$ 1,630	\$ -	\$ 1,630	\$ 5,232	\$ 3,042	\$ 190	\$ 484	\$ 3,716	1,581	\$ 5,297	\$ 10,529	\$ (8,899)
Architects, Engineer	AEL1	\$ 932,985	\$ 4,143	\$ 937,128	\$ 295,445	185,198	\$ 16,614	\$ 4,832	206,644	79,296	285,940	581,385	355,743
Athletic Trainers	ATH1	\$ 6,640	\$ -	\$ 6,640	\$ 2,787	1,336	\$ 139	\$ 674	2,149	860	3,009	5,796	844
Audiology and Speech Pathologists	AUD1	\$ 55,675	\$ -	\$ 55,675	\$ 21,140	17,164	\$ 3,464	\$ 1,457	22,085	6,643	28,728	49,868	5,807
Barbers & Hairdressers	BAH1	\$ 1,034,860	\$ -	\$ 1,034,860	\$ 400,515	184,506	\$ 37,450	\$ 3,899	225,855	114,194	340,049	740,564	294,296
Behavior Analysts	BEV1	\$ 9,490	\$ -	\$ 9,490	\$ 6,140	1,830	\$ 455	\$ 621	2,906	1,343	4,249	10,389	(899)
Chiropractors	CHI1	\$ 24,395	\$ -	\$ 24,395	\$ 105,462	8,483	\$ 1,808	\$ 1,130	11,421	25,805	37,226	142,688	(118,293)
Collection Agencies	COA1	\$ 83,015	\$ -	\$ 83,015	\$ 46,356	20,578	\$ 1,972	\$ 1,403	23,953	13,687	37,640	83,996	(981)
Concert Promoters	CPR1	\$ 3,500	\$ -	\$ 3,500	\$ 2,119	420	\$ 76	\$ 436	932	682	1,614	3,733	(233)
Construction Contractors	CON1	\$ 937,745	\$ -	\$ 937,745	\$ 583,443	220,171	\$ 22,341	\$ 5,591	248,103	97,148	345,251	928,694	9,051
Home Inspectors	HIN1	\$ 25,735	\$ -	\$ 25,735	\$ 8,886	2,745	\$ 291	\$ 1,089	4,125	2,874	6,999	15,885	9,850
Dental	DEN1	\$ 77,965	\$ -	\$ 77,965	\$ 299,500	57,800	\$ 5,057	\$ 1,901	64,758	73,209	137,967	437,467	(359,502)
Dietitians/Nutritionists	DTN1	\$ 18,883	\$ -	\$ 18,883	\$ 4,690	8,112	\$ 1,302	\$ 1,872	11,286	1,460	12,746	17,436	1,447
Direct Entry Midwife	MID1	\$ 15,280	\$ -	\$ 15,280	\$ 32,549	1,261	\$ 227	\$ 539	2,027	5,977	8,004	40,553	(25,273)
Dispensing Opticians	DOP1	\$ 10,875	\$ -	\$ 10,875	\$ 22,192	2,646	\$ 683	\$ 835	4,164	6,185	10,349	32,541	(21,666)
Electrical Administrator	EAD1	\$ 152,546	\$ -	\$ 152,546	\$ 69,757	24,510	\$ 3,528	\$ 2,588	30,626	11,377	42,003	111,760	40,786
Euthanasia Services	EUT1	\$ 25	\$ -	\$ 25	\$ 3,662	272	\$ 13	\$ 312	597	1,101	1,698	5,360	(5,335)
Geologists	GEO1	\$ 580	\$ -	\$ 580	\$ 3,117	223	\$ 126	\$ 286	635	997	1,632	4,749	(4,169)
Guardians/Conservators	GCO1	\$ 1,918	\$ -	\$ 1,918	\$ 301	346	\$ 25	\$ 283	654	65	719	1,020	898
Guide-Outfitters	GUI1	\$ 1,061,930	\$ -	\$ 1,061,930	\$ 396,144	40,166	\$ 13,769	\$ 4,572	58,507	86,522	145,029	541,173	520,757
Marine Pilots	MAR1	\$ 21,550	\$ -	\$ 21,550	\$ 75,150	3,067	\$ 405	\$ 670	4,142	20,202	24,344	99,494	(77,944)
Foreign Pleasure Craft	FPC1	\$ 64,700	\$ -	\$ 64,700	\$ 8,161	-	\$ 202	\$ 201	403	2,641	3,044	11,205	53,495
Marital & Family Therapy	MFT1	\$ 19,505	\$ -	\$ 19,505	\$ 28,964	2,498	\$ 531	\$ 723	3,752	8,884	12,636	41,600	(22,095)
Massage Therapists	MAS1	\$ 350,267	\$ 860	\$ 351,127	\$ 182,757	34,181	\$ 6,385	\$ 2,745	43,311	53,115	96,426	279,183	71,944
Mechanical Administrator	MEC1	\$ 110,650	\$ -	\$ 110,650	\$ 65,369	15,062	\$ 2,175	\$ 1,963	19,200	8,998	28,198	93,567	17,083
Medical	MED1	\$ 578,308	\$ -	\$ 578,308	\$ 817,337	242,405	\$ 29,270	\$ 5,249	276,924	222,270	499,194	1,316,531	(738,223)
Mortuary Science	MOR1	\$ 2,480	\$ -	\$ 2,480	\$ 13,015	3,141	\$ 240	\$ 481	3,862	3,900	7,762	20,777	(18,297)
Naturopaths	NAT1	\$ 89,440	\$ -	\$ 89,440	\$ 4,904	1,261	\$ 430	\$ 732	2,423	1,571	3,994	8,898	80,542
Nurse Aides	NUA1	\$ 393,370	\$ -	\$ 393,370	\$ 233,367	90,472	\$ 16,437	\$ 3,372	110,281	46,832	157,113	390,480	2,890
Nursing	NUR1	\$ 1,429,513	\$ 964	\$ 1,430,477	\$ 1,450,655	495,815	\$ 29,626	\$ 6,693	532,134	365,604	897,738	2,348,392	(917,915)
Nursing Home Administrators	NHA1	\$ 3,420	\$ 275	\$ 3,695	\$ 10,973	1,484	\$ 253	\$ 368	2,105	2,849	4,954	15,927	(12,232)
Optometry	OPT1	\$ 22,970	\$ -	\$ 22,970	\$ 46,179	6,356	\$ 607	\$ 595	7,558	13,683	21,241	67,420	(44,450)
Pawnbrokers	PAW1	\$ 2,655	\$ -	\$ 2,655	\$ 1,475	668	\$ 76	\$ 446	1,190	433	1,623	3,098	(443)
Pharmacy	PHA1	\$ 631,105	\$ -	\$ 631,105	\$ 310,277	146,764	\$ 23,555	\$ 2,684	173,003	83,439	256,442	566,719	64,386
Physical/Occupational Therapy	PHY1	\$ 373,380	\$ -	\$ 373,380	\$ 133,864	48,674	\$ 9,356	\$ 3,186	61,216	40,711	101,927	235,791	137,589
Prescription Drug Monitoring Program	PDMP	\$ 26,150	\$ -	\$ 26,150	\$ 48,294	-	\$ -	\$ -	-	-	-	48,294	(22,144)
Professional Counselors	PCO1	\$ 226,450	\$ 117	\$ 226,567	\$ 140,735	21,344	\$ 5,121	\$ 2,648	29,113	42,357	71,470	212,205	14,362
Psychology	PSY1	\$ 35,220	\$ -	\$ 35,220	\$ 88,556	7,964	\$ 2,137	\$ 1,417	11,518	25,723	37,241	125,797	(90,577)
Public Accountancy	CPA1	\$ 763,235	\$ 1,465	\$ 764,700	\$ 195,371	44,346	\$ 6,701	\$ 2,007	53,054	58,375	111,429	306,800	457,900
Real Estate	REC1	\$ 618,451	\$ -	\$ 618,451	\$ 186,366	93,267	\$ 19,509	\$ 2,720	115,496	51,682	167,178	353,544	264,907
Real Estate Appraisers	APR1	\$ 80,550	\$ 2,559	\$ 83,109	\$ 178,777	8,533	\$ 2,503	\$ 1,455	12,491	44,358	56,849	235,626	(152,517)
Social Workers	CSW1	\$ 73,905	\$ 274	\$ 74,179	\$ 108,651	23,966	\$ 2,769	\$ 3,104	29,839	31,446	61,285	169,936	(95,757)
Storage Tank Workers	UST1	\$ 7,895	\$ -	\$ 7,895	\$ 7,231	1,731	\$ 683	\$ 812	3,226	2,329	5,555	12,786	(4,891)
Veterinary	VET1	\$ 59,170	\$ 92	\$ 59,262	\$ 139,337	23,174	\$ 2,314	\$ 1,772	27,260	41,427	68,687	208,024	(148,762)
No longer existent board/commission (ie Athletic)													
Totals All Boards		\$ 10,440,011	\$ 10,749	\$ 10,450,760	\$ 6,785,201	\$ 2,096,982	\$ 270,815	\$ 80,847	\$ 2,448,644	\$ 1,703,835	\$ 4,152,479	\$ 10,937,680	\$ (486,920)

ABL & Corporations	080801005	\$ 8,985,477	\$ -	\$ 8,985,477	\$ 1,251,835	\$ 21,645	\$ 252,194	\$ 6,085	\$ 279,924	\$ 110,734	\$ 390,658	\$ 1,642,493	
Total CBPL		\$ 20,868,724	\$ 11,145	\$ 20,879,869	\$ 8,796,692	\$ 2,118,627	\$ 523,009	\$ 86,932	\$ 2,728,568	\$ 1,814,569	\$ 4,543,137	\$ 13,339,829	

DIVISION INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Business Supplies	24,802		23,805	997
Office Equipment	70,516	**	65,719	4,797
State Vehicles	4,535		4,208	327
Storage and Archives	9,876		9,868	8
Legal Support	89,672		88,163	1,509
Central Mail Services Postage	33,379		28,787	4,592
Software Licensing and Maintenance	76,444	***	73,057	3,387
Division Administrative Expenses - all other	186,148		183,374	2,774
Division allocated by percentage of direct personal services:	495,372		476,981	18,391
Percentage of board licenses/total licensees:				
Division supervisors of receipting Personal Services 75%	318,329	****	289,900	28,429
Receipting Personal Services 40%	277,932	****	253,111	24,821
Investigations indirect Personal Services	310,130	*****	294,825	15,305
Division Administration Personal Services	535,411		498,829	36,582
Professional License Administration Personal Services	227,690		342,621	(114,931)
Division allocated by percentage of board licenses/total licensees:	1,669,492		1,679,286	(9,794)
Receipting transaction % by Personal Services:				
Division supervisors of receipting Personal Services 25%	106,110	****	54,944	51,166
Receipting Personal Services 60%	416,899	****	215,871	201,028
Division cash receipt transactions % by Personal Services \$	523,009		270,815	252,194
Total Division Indirect Expenses	2,687,873		2,427,082	260,791
DEPARTMENT INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Commissioner's Office	177,987		165,528	12,459
Administrative Services - Director's Office	60,077		55,872	4,205
Administrative Services - Human Resources	93,885		87,313	6,572
Administrative Services - Fiscal	88,357		82,172	6,185
Administrative Services - Budget	55,442		51,561	3,881
Administrative Services - Information Technology	84,492		78,578	5,914
Administrative Services - Information Technology - Network & Database	5,019		4,668	351
Administrative Services - Mail	10,298		9,577	721
Administrative Services - Facilities - Maintenance	-		-	-
Department allocated by percentage of direct personal services:	575,557		535,269	40,288
Percentage of board licenses/total licensees:				
Department administrative services support: Fiscal, IT, Procurement	449,135	*	417,696	31,439
Receipting transaction % by Personal Services:				
Department certified transactions % by Fiscal Revenue \$	86,932		80,847	6,085
Total DEPARTMENT INDIRECT EXPENSES	1,111,624	*****	1,033,812	77,812
STATEWIDE INDIRECT EXPENSES				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:				
Accounting and Payroll Systems	20,226		18,810	1,416
State Owned Building Rental (Building Leases)	290,454	*****	270,123	20,332
State OIT Server Hosting & Storage	8,695	*****	8,086	609
State OIT SQL	21,109	*****	19,631	1,478
State Software Licensing	-	*****	-	-
Human Resources	69,481		64,617	4,864
IT Non-Telecommunications (Core Cost)	285,372	*****	265,396	19,976
IT Telecommunications	46,568	*****	43,308	3,260
Risk Management	1,735		1,613	121
Statewide allocated by percentage of direct personal services:	743,640		691,585	52,055
FY20 TOTALS BY METHODOLOGY				
	Total		Prof Lic	Corp & Bus Lic
Percentage of program direct Personal Services:	1,814,569		1,703,835	110,734
Percentage of board licenses/total licensees:	2,118,627		2,096,982	21,645
Receipting transaction % by Personal Services:	609,941		351,662	258,279
Grand Total	4,543,137		4,152,479	390,658

Appropriation Name (Ex)	(All)
Sub Unit	(All)
PL Task Code	GUI1

Sum of Budgetary Expenditures Object Name (Ex)	Object Type Name (Ex)		Grand Total
	1000 - Personal Services	3000 - Services	
1011 - Regular Compensation	25,722.47		25,722.47
1014 - Overtime	467.10		467.10
1023 - Leave Taken	3,924.90		3,924.90
1028 - Alaska Supplemental Benefit	1,741.89		1,741.89
1029 - Public Employee's Retirement System Defined Benefits	4,366.58		4,366.58
1030 - Public Employee's Retirement System Defined Contribution	544.53		544.53
1034 - Public Employee's Retirement System Defined Cont Health Reim	413.47		413.47
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical	163.01		163.01
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab	1,249.25		1,249.25
1039 - Unemployment Insurance	93.99		93.99
1040 - Group Health Insurance	6,284.65		6,284.65
1041 - Basic Life and Travel	6.89		6.89
1042 - Worker's Compensation Insurance	282.63		282.63
1047 - Leave Cash In Employer Charge	588.94		588.94
1048 - Terminal Leave Employer Charge	390.89		390.89
1053 - Medicare Tax	435.40		435.40
1077 - ASEA Legal Trust	26.56		26.56
1079 - ASEA Injury Leave Usage	11.20		11.20
1080 - SU Legal Trst	0.95		0.95
3035 - Long Distance		9.09	9.09
3036 - Local/Equipment Charges		2.33	2.33
3044 - Courier		22.86	22.86
3046 - Advertising		593.90	593.90
3066 - Print/Copy/Graphics		1,591.00	1,591.00
Grand Total	46,715.30	2,219.18	48,934.48

Public Comment:

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is not a public comment period for the proposed regulation project; you may bring forward any other topics.

Investigations Unit

EXECUTIVE SESSION MOTION

I, _____, move that the Alaska State Big Game Commercial Services Board enter into executive session in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing _____

Board staff member(s) _____ to remain during the session.

Off record: _____

On record: _____

Authority: AS 44.62.310(c), Government meetings public

The following subjects may be considered in executive session:

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



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

Zoom Meeting Call-In # 669-900-6833
408-638-0968
346-248-7799

Meeting ID: **977 0377 6111**

TENTATIVE MEETING AGENDA
December 1, 2020

14. 9:00 am Roll Call
15. 9:05 am Agenda Review 12/1/20
16. 9:10 am Summary/Motions Executive Session 11/30/20
17. 9:30 am Public Comment - 12 AAC 75.150 Professional Development Proposed Regulation
18. 10:15 am BREAK
19. 10:30 pm Subcommittee Meetings
 - A. Exam's - Jason Bunch
 - B. Transporter's - Michelle Heun & Mike Flores
 - C. Assistant Guides - Adam Trombley (?)
 - D. Survivor-ship - Henry Tiffany
 - E. Statute & Regulations - Vacant
20. 12:00 Lunch Break
21. 1:30 pm Public Comment - 12 AAC 75.150 Professional Development Proposed Regulation
22. 2:15 pm BREAK
23. 2:30 pm New Business
 - A. Board discussion - 3-year Guide Use Area Registration
 - B. Board discussion - Conflicts in the field
 - C. Board discussion/review - Disciplinary matrix (may require executive session)
24. 3:30 pm Old Business
25. 4:30 pm Recess

**Summary/Motions from
Investigations Unit 11/30**

Public Comment - 12 AAC 75.150 Professional Development Proposed Regulation

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is public comment period for the proposed regulation project; you may not bring forward any other topics.

Subcommittee Meetings

12/2/20 1:30 m public comment period - oral comments for proposed regulation amendment 12 AAC 75.150

Public Comment - 12 AAC 75.150 Professional Development Proposed Regulation

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is public comment period for the proposed regulation project; you may not bring forward any other topics.

New Business

- A. 3-year GUA registration**
- B. Board discussion - conflicts in the field**
- C. Board discussion/review -
Disciplinary matrix**

AS 08.54.720(a)(2) makes it unlawful for a licensee 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. The Board's precedent for such a violation is listed in the 2015 discipline matrix: fines up to \$5,000, probation up to 5 years, suspension up to 1 year, and public reprimands.

AS 08.54.720(a)(8) makes it unlawful for a licensee commit or permit the commission of a violation of a regulation adopted under AS 08.54. One such regulation is 12 AAC 75.340(d)(8) which requires all classes of guides to allow appropriate buffer areas between hunters and camps in order to avoid disrupting hunts and hunting experiences. Precedent discipline for such a violation includes: fines, probation up to 5 years, suspension up to 1 year, and public reprimands (the same for violations of .340(d)(7)).

The statutes say nothing about denying or revoking a GUA registration as a result of over-crowding. Yet, under AS 08.54.710(c)(4), the Board can impose limitations or conditions on the professional practice of a licensee. Thus, there is statutory support for the board to impose discipline that includes suspending (limiting) a guide's ability to conduct services in one or more of his GUAs. Because this would be a shift from the board's precedent, the board would have to articulate on the record, and in any written decision, the reasons why it is imposing such discipline. In a case where a licensee violated AS 08.54.720(a)(2) or 12 AAC 75.340(d)(8) by crowding another guide or hunter in a GUA, the board's discipline suspending that guide from hunting in that GUA for a period of time would be very defensible because it would be easy to show it is narrowly tailored to addressing specific behavior in a specific area.

It may be a bit trickier to support discipline which denies a *future* or different GUA registration, but certainly worth arguing in the right circumstances. Relevant facts to consider would include the size of the area, a history of a large number of registrations, a history of crowding conflicts, the conduct the licensee committed which merited discipline, etc. The theory would be that denying (temporarily) a future GUA registration for the same (or similar) GUA area in which the licensee committed violations places a condition on the professional practice of the licensee in order to prevent repeat conduct.

Limiting the number of GUA registrations will require a statutory amendment. Because doing so will have an anticompetitive effect, it must have the endorsement of the legislature in order to protect the board members. Has the Board considered proposing a statutory amendment to AS 08.54.750 that would limit the number of registrations issued in a year/cycle?



Big Game Commercial Services
Disciplinary Guidelines and
Precedence

DISCLAIMER: The information contained within product was developed, by the Division of Corporations, Business and Professional Licensing (DCBPL), at the request of the Big Game Commercial Services (BGCS) Board, to capture recent historical discipline taken (within the preceding ten years) which allows the Board to consistently apply discipline, as provided for in accordance with (IAW) AS 08.01.075(f). The guidelines herein are a reference for Board consideration during a circumstance that may merit censure or discipline. However, each matter is considered on its individual merits. These guidelines are comprised of a range of penalties, which allow for discretion by the Board based upon the individual case specifics.

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
AS 08.54.710(a)(1) is convicted of a violation of any state or federal statute or regulation relating to hunting or to provision of big game hunting services or transportation services;		2X Criminal Fine Probation up to 1 year Reprimand	3X Criminal Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1-3 years Probation up to 2 years Reprimand
AS 08.54.710(a)(2) has failed to file records or reports required under this chapter;		Letter of Advisement or \$500-\$5000 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	2X Previous Fine Suspension 1 year Probation up to 5 years Reprimand
AS 08.54.710(a)(3) has negligently misrepresented or omitted a material fact on an application for any class of guide license or a transporter license;		\$500-\$5000 Fine Probation up to 1 year Reprimand	\$2500 to 5000 Fine Suspension 2-5 years Probation up to 5 years Reprimand	Permanent Revocation
AS 08.54.710(a)(4) has breached a contract to provide big game hunting services or transportation services to a client.		Client Restitution Probation up to 1 year Reprimand	Client Restitution \$500-\$5000 Fine Probation up to 2 years Reprimand	Client Restitution \$500-\$5000 Fine and/or Suspension 1-3 years Probation up to 5 years Reprimand
08.54.720(a)(1) person who is licensed under this chapter 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	08.54.720(b) 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.	\$500-\$5000 Fine Probation up to 2 years Reprimand	\$500-\$5000 Fine Suspension up to 1 year Probation up to 2 years Reprimand	\$5000 Fine Suspension 2-5 years Probation up to 5 years Reprimand
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
AS 08.54.720(a)(2) person who is licensed under this chapter 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	08.54.720(b) 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.	Letter of Advisement or \$500-\$5000 Fine Probation up to 5 years Reprimand	2X Previous Fine up to \$5000 and/or Suspension 1 year Probation up to 5 years Reprimand	\$5000 Fine Suspension 1 year Probation up to 5 years Reprimand
	08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;			
08.54.720(a)(3) 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;	08.54.720(b) 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.	Client Restitution Suspension 1 year Probation up to 5 years Reprimand	Client Restitution Up to \$5000 Fine Suspension 2-5 years Probation up to 5 years Reprimand	Client Restitution \$500-\$5000 Fine and/or Suspension 1-3 years Probation up to 5 years Reprimand
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			
08.54.720(a)(4) 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;	08.54.720 (b) 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.	\$500-\$5000 Fine Probation up to 5 years Reprimand	Up to \$5000 Fine Suspension 1-2 years Probation up to 5 years Reprimand	Permanent Revocation
	08.54.720 (f) (1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			
08.54.720(a)(5)(A) registered guide-outfitter to knowingly engage in providing big game hunting services outside of (A) a game management unit for which the registered guide-outfitter is certified;	08.54.720(b) 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.	\$500-\$5000 Fine Probation up to 3 years Reprimand	Up to \$5000 Fine Suspension 1 year Probation up to 5 years Reprimand	\$5000 Fine Suspension 2-5 years Probation 5 years Reprimand
	08.54.720 (f) (1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
08.54.720(a)(5)(B) registered guide-outfitter to knowingly engage in providing big game hunting services outside of (B) a use area for which the registered guide-outfitter is registered under AS 08.54.750 unless the registration requirement for the area has been suspended by the Department of Fish and Game	08.54.720 (b) 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.	\$500-\$5000 Fine Probation up to 3 years Reprimand	Up to \$5000 Fine Suspension 1 year Probation up to 5 years Reprimand	\$5000 Fine Suspension 2-5 years Probation 5 years Reprimand
	08.54.720 (f) (1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			
08.54.720(a)(6) 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;	08.54.720(b) 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.	Letter of Advisement or \$500-\$5000 Fine Probation up to 3 years Reprimand	Up to \$5000 Fine Suspension 1 year Probation up to 5 years Reprimand	\$5000 Fine Suspension 2-5 years Probation up to 5 years Reprimand
08.54.720(a)(7) registered guide- outfitter to knowingly fail to comply with AS 08.54.610 (e);	08.54.720(b) 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.	\$500-\$1500 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1 year Probation up to 5 years Reprimand
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			
08.54.720(a)(8)(A) person who is licensed under this chapter to knowingly (A) commit or aid in the commission of a violation of this chapter, a regulation adopted under this chapter, or a state or federal wildlife or game statute or regulation	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both.	\$1000-\$4000 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	2X Previous Fine Suspension 1 year Probation up to 5 years Reprimand
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;			

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
08.54.720(a)(8)(B) person who is licensed under this chapter to knowingly (B) permit the commission of a violation of this chapter, a regulation adopted under this chapter, or a state or federal wildlife or game statute or regulation that the person knows or reasonably believes is being or will be committed without (i) attempting to prevent it, short of using force; and (ii) reporting the violation;	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both. the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense set out in (a)(2) or (9) - (14) of this section for a specified period of not less than one year and not more than five years	\$1000-\$4000 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	2X Previous Fine Suspension 1 year Probation up to 5 years Reprimand
08.54.720(a)(9) person without a current registered guide-outfitter license to knowingly guide, advertise as a registered guide-outfitter, or represent to be a registered guide-outfitter	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both. 08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;	\$1000 to \$3000 Fine Restitution and/or Suspension 1 year Probation up to 5 years Reprimand	Up to \$5000 Fine Restitution and/or Suspension 1 - 3 years Probation up to 5 years Reprimand	\$5000 Fine Restitution and/or Suspension 2 - 5 years Probation 5 years Reprimand or Permanent Revocation
08.54.720(a)(10) person without a current master guide-outfitter license to knowingly advertise as, or represent to be, a master guide-outfitter;	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both. 08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;	\$1000 to \$3000 Fine Restitution and/or Suspension 1 year Probation up to 5 years Reprimand	Up to \$5000 Fine Restitution and/or Suspension 1 - 3 years Probation up to 5 years Reprimand	\$5000 Fine Restitution and/or Suspension 2 - 5 years Probation 5 years Reprimand or Permanent Revocation
08.54.720(a)(11) person without a current registered guide-outfitter license to knowingly outfit a big game hunt, provide outfitting services, advertise as an outfitter of big game hunts, or represent to be an outfitter of big game hunts	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both. 08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;	\$1000 to \$3000 Fine Restitution and/or Suspension 1 year Probation up to 5 years Reprimand	Up to \$5000 Fine Restitution and/or Suspension 1 - 3 years Probation up to 5 years Reprimand	\$5000 Fine Restitution and/or Suspension 2 - 5 years Probation 5 years Reprimand or Permanent Revocation

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
08.54.720(a)(12) person to knowingly provide transportation services to big game hunters without holding a current registered guide-outfitter license or transporter license	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both.	\$1000-\$4000 Fine Probation up to 1 year Reprimand	Up to \$5000 Fine Suspension 1 - 2 years Probation up to 5 years Reprimand	\$5000 Fine Suspension 2 - 5 years Probation 5 years Reprimand
	08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;			
08.54.720(a)(13) person without a current transporter license to knowingly advertise as, or represent to be, a transporter	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both.	\$500 to \$2000 Fine Probation up to 1 year Reprimand	2X Previous Fine Suspension 1 year Probation up to 5 years Reprimand	\$5000 Fine Suspension 2 - 5 years Probation 5 years Reprimand
	08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;			
08.54.720(a)(14) class-A assistant guide or an assistant guide to knowingly contract to guide or outfit a hunt	08.54.720(c) a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both.	\$1000 to \$5000 Fine Suspension 1 - 3 years Probation up to 5 years Reprimand	Permanent Revocation	
	08.54.720(f)(2) the court shall order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense of this section for a specified period of not less than one year and not more than five years;			
08.54.720(a)(15) person licensed under this chapter to knowingly violate a state statute or regulation prohibiting waste of a wild food animal or hunting on the same day airborne	08.54.720(d)(1) for a first offense, of a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both	\$3000 to \$5000 Fine Suspension 1 - 3 years Probation 5 years Reprimand	Permanent Revocation	
	08.54.720(d)(2) for a second or subsequent offense, of a class C felony			
	08.54.720(f)(3) the court shall order the board to suspend the guide license or transporter license for a specified period of not less than three years, or to permanently revoke the guide license or transporter license, of a person who commits an offense set out in (a)(15) or (16) of this section;	Per Court Order	Permanent Revocation	

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
08.54.720(a)(16) person to knowingly provide big game hunting services or transportation services during the period for which the person's license to provide that service is suspended or revoked	08.54.720(e) class C felony 08.54.720(f)(3) the court shall order the board to suspend the guide license or transporter license for a specified period of not less than three years, or to permanently revoke the guide license or transporter license, of a person who commits an offense set out in (a)(15) or (16) of this section;	Per Court Order	Permanent Revocation	
08.54.720(a)(17)(A) registered guide-outfitter, except in the defense of life or property, to knowingly personally take (A) big game while accompanying a client in the field;	08.54.720(b) 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.	\$500 to \$1500 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1 - 3 years Probation 5 years
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;		Per Court Order	Per Court Order
08.54.720(a)(17)(B) registered guide-outfitter, except in the defense of life or property, to knowingly personally take (B) a species of big game if the registered guide-outfitter is under contract with a client to provide a guided hunt for that species of big game and the client is in the field	08.54.720(b) 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.	\$500 to \$1500 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1 year Probation 5 years Reprimand
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;		Per Court Order	Per Court Order
08.54.720(a)(18) person who is licensed as a registered guide-outfitter, a class-A assistant guide, or an assistant guide, except in the defense of life or property, to knowingly personally take big game while a client of the registered guide-outfitter by whom the person is employed is in the field unless the person is not participating in, supporting, or otherwise assisting in providing big game hunting services to a client of the registered guide-outfitter by whom the person is employed;	08.54.720(b) 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.	\$500 to \$1500 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1 year Probation 5 years
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;		Per Court Order	Per Court Order

VIOLATIONS		Case Precedence (Previous Action Taken by the Board)		
STATUTE/REGULATION	CRIMINAL SANCTION	FIRST OFFENSE	SECOND OFFENSE	THIRD OFFENSE
08.54.720(a)(19) person who is licensed as a transporter, or who provides transportation services under a transporter license, to knowingly accompany or remain in the field with a big game hunter who is a client of the person except as necessary to perform the specific duties of embarking or disembarking big game hunters, their equipment, or big game animals harvested by hunters; this paragraph does not apply to a person who holds both a transporter license and a registered guide-outfitter license issued under this chapter when the person has a contract to provide guiding services for the client	08.54.720(b) 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.	\$500 to \$1500 Fine Probation up to 1 year Reprimand	2X Previous Fine Probation up to 2 years Reprimand	\$5000 Fine Suspension 1 year Probation 5 years
	08.54.720(f)(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense for a specified period of not more than three years;		Per Court Order	Per Court Order
AS 08.54.720(f)(4) all guns, fishing tackle, boats, aircraft, automobiles, or other vehicles, camping gear, and other equipment and paraphernalia used in, or in aid of, a violation of (a) of this section may be seized by persons authorized to enforce this chapter and may be forfeited to the state as provided under AS 16.05.195.				
AS 08.54.720(g) Upon conviction of a person for committing an offense set out in (a) of this section, the execution of sentence may not be suspended and probation may not be granted except on the condition that the minimum term of imprisonment is served. Imposition of sentence may not be suspended				
<i>DISCLAIMER: The information contained within product was developed, by the Division of Corporations, Business and Professional Licensing (DCBPL), at the request of the Big Game Commercial Services (BGCS) Board, to capture recent historical discipline taken (within the preceding ten years) which allows the Board to consistently apply discipline, as provided for in accordance with (IAW) AS 08.01.075(f). The guidelines herein are a reference for Board consideration during a circumstance that may merit censure or discipline. However, each matter is considered on its individual merits. These guidelines are comprised of a range of penalties, which allow for discretion by the Board based upon the individual case specifics.</i>				

EXECUTIVE SESSION MOTION

I, _____, move that the Alaska State Big Game Commercial Services Board enter into executive session in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing _____

Board staff member(s) _____ to remain during the session.

Off record: _____

On record: _____

Authority: AS 44.62.310(c), Government meetings public

The following subjects may be considered in executive session:

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

Old Business



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

Zoom Meeting Call-In # 669-900-6833
408-638-0968
346-248-7799

Meeting ID: 977 0377 6111

TENTATIVE MEETING AGENDA
December 2, 2020

26. 10:00 am Roll Call
27. 10:05 am Review Agenda 12/2/20
28. 10:10 am Public Comment
29. 10:35 am BREAK
30. 10:45 am State & Federal Agency Updates
 - A. Dept. of Fish & Game
 - B. Dept. of Natural Resources
 - C. Bureau of Land Management
 - D. Mental Health Trust
 - E. North Slope Borough Planning & Community Services Dept.
 - F. US Forest Service
 - G. Board of Game - Larry Van Daele
 - H. Alaska Wildlife Troopers
31. 12:00 pm Lunch Break
32. 1:30 pm Public Comment
33. 2:00 pm Subcommittee Meeting Reports
 - A. Exams
 - B. Transporter
 - C. Assistant Guide
 - D. Survivor-ship
 - E. Statutes/Regulations
34. 3:00 pm Administrative Business
35. 3:30 pm Task List
36. 4:30 pm Adjourn

12/3/20 10:10 am Public Comment Period

Public Comment:

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is not a public comment period for the proposed regulation project; you may bring forward any other topics.

State and Federal Agency Updates

- A. Dept. of Fish & Game**
- B. Dept. of Natural Resources**
- C. Bureau of Land Management**
- D. Mental Health Trust**
- E. North Slope Borough**
- F. US Forest Service**
- G. Board of Game**
- H. Alaska Wildlife Troopers**

12/3/20 1:30 pm Public Comment Period

Public Comment:

The board chair shall open public comment. The time allotted for comment will be divided between all individuals signed in to give comment. The group will be told how much time each person will have to speak; the licensing examiner will keep track of the time and notify the individual when they have 1 minute left.

This is not a public comment period for the proposed regulation project; you may bring forward any other topics.

Subcommittee Meeting Reports

Administrative Business

Task List(s)