

LeGIT: Rural Administrative Fuel Advisors Training Roll-Out



Lynn Kenealy & Trisha Sullivan

DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT

Local Government
Informational Tutorial
10/02/2025

Agenda

- RUBA: successes & lessons: In brief
- What's going on with rural bulk fuel?
- Past bulk fuel management training initiatives
- RAFA: 2025-2029



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RUBA Program: in brief

Rural Utility Business Advisors Program (RUBA)

- Created due to a 1996 amendment to the Safe Drinking Water Act: new water/wastewater utilities must be viable and have sufficient technical, managerial, and financial capacity.
- EPA-funded with State of Alaska match.
- Goal: to increase the managerial and financial capacity of rural water and wastewater utility providers across Alaska by providing advice, assistance, and training.

Capacity includes:

- Operational capacity
- Management capacity
- Financial capacity

Support includes:

- Onsite training & assistance
- Remote training & assistance
- Operations and Maintenance Best Practice Scoring
- QuickBooks Helpline
- 32-hour classes, online or in-person
- & more!



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RUBA Successes & Lessons: in brief

Has it increased managerial and financial capacity? What do the numbers say?

- Correlation between BP scores and sustainable utilities.
- Correlation between community engagement with their RUBA staff & improved BP score.
- Correlation between attending a week-long course & improved BP score.
- Correlation between RUBA staff travel to a community & improved BP score.

Challenges to Success:

- Need someone on the ground to work with.
 - Turnover in communities.
 - Vacancies in communities.
- Lack of sufficient revenue to do the basics / even get started.



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What's going on with rural Bulk Fuel?

- \$1.5 billion minimum needed to repair, rebuild, relocate bulk fuel tanks
- Deferred maintenance unfunded
- Lack of infrastructure replacement funding
- **Lack of management/administrative training**

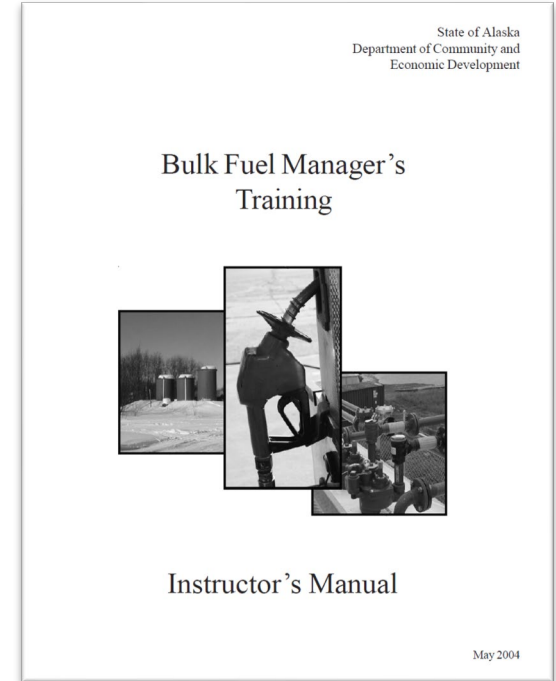


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Past Bulk Fuel Training Initiatives: 2004 DCRA/Denali Partnership

DCRA & Denali Commission partnered in 2004 to create a bulk fuel managers training for the Denali Training Fund.



2016-2019 DCRA/Denali Partnership

DCRA & Denali Commission partnered in 2016-2019:

- Created two 2-day training workshops for bulk fuel managers.
- Created a Best Practices scoring analysis tool.



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DCRA & Denali Commission 2016-2019 partnership

Training workshops for bulk fuel managers, 2 days each:

Bulk Fuel Financial Management:

- Offered in February 2019 in Anchorage
- 17 attendees both

Bulk Fuel Management for Electric Utilities:

- Offered in March 2019 in Anchorage
- 24 attendees

Rural Bulk Fuel Financial Management For Electric Utilities

STUDENT MANUAL



Sponsored by the Denali Commission and the Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs



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DCRA & Denali Commission 2016-2019 partnership

Recommendations from the report:

- Use the assessment tool in grant funding decisions.
- Add more operator training.
- Conduct the administrative training regularly.
- Create workable business plans.
- Create sustainable rate setting tools.

Additional recommendations:

- Emphasize that bulk fuel is an everything problem.
- Find more ways to tie it in with other work that supporting & partnering agencies are doing in rural Alaska.
- Emphasis on creating and maintaining R&R accounts.



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DCRA & Denali Commission 2025-2029 partnership

Denali Commission seeks to carry out one recommendation from the report, and contracts DCRA to do so:

- Conduct the administrative training regularly.

Which will consist of:

- Updating the training manual etc.
- Providing bulk fuel administrative training
 - 3-day training
 - 4 times/year
 - Reimbursable travel grants



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DCRA & Denali Commission 2025-2029 partnership

Introduction

Lesson 1: Financial Management

- Budgeting
- Accounting
- Financial Reporting
- Analyzing
- Power Cost Equalization (PCE)

Lesson 2: Financial Stability

- Price Setting
- Collections
- Reconciliation
- Repair and Replacement

- Bulk Fuel Loan Program

Lesson 3: Operations

- Inventory Control
- Operations and Maintenance
- Safety and Regulations
- Risk Management and Spill Control

Lesson 4: Organizational and Personnel

- Roles and Responsibilities
- Personnel Management
- Policies and Procedures
- Payroll and Compliance

Outro



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Components:

- Pretest / Posttest
- PowerPoint
- Exercises/Activities
- Guest Speakers/Presenters
- Lessons
- End of Lesson Reviews
- Course Review
- Hourly 10-Minute Breaks
- 1-hour Lunch
- 2 Instructors At All Times
- Coffee!

Additional Partners:

- Denali Commission
- AEA
- REAP
- DEC SPAR
- Coast Guard



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Approximately 4 in-person trainings per year

To learn about upcoming trainings:

- Sign up for the training listserv:
public.govdelivery.com/accounts/AKDCRA/signup/34131



- Check out our trainings website:
www.commerce.alaska.gov/dcra/admin/Training



Visit our RAFA website:

www.commerce.alaska.gov/web/dcra/RuralAdministrativeFuelAdvisorsRAFA



To request a training your region:

Email: Patricia.Sullivan@alaska.gov



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Thank you!

Lynn Kenealy &
Trisha Sullivan

Lynn.Kenealy@alaska.gov
Trisha.Sullivan@alaska.gov



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