



**State of Alaska
Department of Commerce, Community &
Economic Development Division of Corporations,
Business, and Professional Licensing
Board of Marine Pilots**

Public Meeting Packet - October 15, 2025

**Please contact staff at
BoardofMarinePilots@Alaska.Gov
for more information.**

Board of Marine Pilots

Name	Appointed	Reappointed	Expires
Cronk, Les (Leslie) (Ketchikan) Agent	3/1/2018	3/1/2022	3/1/2026
Habeger, Don (Juneau) Public	5/24/2024		3/1/2028
Mew, Andrew (Anchorage) Agent/Manager	3/9/2024		3/1/2028
Tougas, Joe (Seward) Public	3/1/2022		3/1/2026
Cunningham, James (Homer) Pilot	5/25/2022	3/1/2025	3/1/2029
Sinclair, Edward (Juneau) Pilot	3/1/2019	03/10/2023	3/1/2027
Thayer, Curtis (Anchorage) Commissioner/DCCED/Designee — Chair	2/22/2010	4/11/2019	



Board of Marine Pilots - Fall Meeting

Alaska Division of Corporations, Business and Professional Licensing

Wednesday, October 15, 2025 at 9:00 AM AKDT to Wednesday, October 15, 2025 at 4:00 PM AKDT

813 W Northern Lights Blvd., Anchorage Alaska

Meeting Details: https://us02web.zoom.us/meeting/register/n8IEE88_QOmRLziloTJ56w, (669)900-6833

Meeting ID: 880 4708 9503

Agenda

- 1. 9:00am - Roll Call/Call to Order**
- 2. 9:02am - Review/Approve Agenda**
- 3. 9:04am - Ethics Disclosures**
- 4. 9:05am - Public Comment**
- 5. 9:10am - Review/Approve Meeting Minutes**
 - A. July 2025 meeting minutes**
- 6. 9:20 am - Association Reports**
 - A. 9:20- 9:25 am; AMP**
 - B. 9:25 - 9:30 am; SEAPA**
 - C. 9:30 - 9:35 am; SWAPA**
- 7. 9:40 am Regulation project update/Division Update**
- 8. 10:15am - Investigative Report**
- 9. 10:30 - US Coast Guard Update; Changes to Federal Pilotage**
- 10. 11:00 am - Schedule Future Meeting Date(s):**
- 11. 11:15 am APC/USCG/Alaska Pilotage Discussion**
- 12. 12:00 pm - Application review (if applicable)**
- 13. Adjourn**

State of Alaska
DEPARTMENT OF LAW

ETHICS ACT PROCEDURES FOR BOARDS & COMMISSIONS

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

Who Is My Designated Ethics Supervisor (DES)?

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

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

What Do I Have To Disclose?

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

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

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

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

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

How Do I Avoid Violations of the Ethics Act?

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

What Are The Disclosure Procedures for Board and Commission Members?

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

Procedure for declaring actual or potential conflicts.

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

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

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

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

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

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

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

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

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

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

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

Procedures for Other Member Disclosures

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

What Are The Disclosure Procedures for Executive Directors and Staff?

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

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

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

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

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

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

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

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

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

What Are The Procedures for Quarterly Reports?

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Alaska Department of Law

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Ethics Disclosure Form

CONFIDENTIAL
REQUEST FOR ETHICS DETERMINATION

TO: _____, Designated Ethics Supervisor

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

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

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

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

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

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

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

(Signature)

(Date)

(Printed Name)

(Division, Board, Commission)

(Position Title)

(Location)

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

Ethics Disclosure Form

Receipt of Gift

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

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

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

☐ Yes ☐ No

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

☐ Yes ☐ No

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

The gift is _____

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

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

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

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

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

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

(Signature)

(Date)

(Printed Name)

(Division)

(Position Title)

(Location)

Ethics Supervisor Determination: ☐ Approve ☐ Disapproved

Designated Ethics Supervisor*

(Date)

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

**State of Alaska
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Board of Marine Pilots**



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. Board staff will keep track of the time and notify the individual when they need to wrap up their comment(s).

This is not the time for the board to respond to the comments. The board can choose to respond to any comments at the end of the comment period, send a letter with their response(s) to the individual, or they can choose to not respond.

Please be mindful of the time limit so that all who choose to speak will be given the same opportunity.

STATE OF ALASKA
DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT
DIVISION OF CORPORATIONS, BUSINESS AND PROFESSIONAL LICENSING

BOARD OF MARINE PILOTS

CONDENSED MINUTES OF THE MEETING HELD JULY 23, 2025

**These draft minutes were prepared by staff of the Division of Corporations,
Business and Professional Licensing. They have not been reviewed or approved
by the Board.**

**By authority of AS 08.01.070(2) and in compliance with the provisions of AS 44.62,
Article 6, a scheduled meeting of the Board of Marine Pilots was held on
July 23, 2025, via Zoom; originating at 333 Willoughby Ave., Juneau, Alaska**

Date:	July 23, 2025
Time:	9:00 a.m. (9:14 a.m.)
Location:	Alaska Energy Authority Building: 813 W Northern Lights Blvd, Anchorage, AK
Board Members Present:	Chair Curtis Thayer (at 9:38 am), Captain Edward (Ed) Sinclair (out at 10:00 am), Captain James Cunningham, Les Cronk, Andrew Mew, Joseph (Joe) Tougas , Don Habeger
Board Members Absent:	
Division/SOA Staff Present:	Renee Carabajal (Marine Pilot Coordinator), Patrick Kase (Investigator 3)
Present from the Public:	Jenni Sitton (SWAPA), David Artz (AMP), Mike Tibbles (ASA), Kris Mackie (SEAPA), Ron Leighton (SEAPA), Robert Pletnikoff (SWAPA), Maxwell Paulus (SEAPA), Emelia Sween (SEAPA), Christine Klimkowski (SEAPA), Angel Holbrook (NPMI), Bella Robert (YSA), Katie Montgomery (CLAA), James McSweeney

Review Agenda	
Brief Discussion:	There was no discussion to amend the agenda.
Motion:	Agenda accepted by unanimous consent
Ethics Disclosures	
Brief Discussion:	There were no ethical disclosures by any board members or staff.
Public Comment	
Brief Discussion:	There was nobody in attendance for public comment.
Review/Approve Minutes: April 16, 2025	
Brief Discussion:	There was no discussion to amend the meeting minutes.
Motion:	Move to accept the April 16, 2025, meeting minutes as written (First: Mew; Second: Tougas).

Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes:	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair – Yes	Habeger - Yes
		Thayer - absent
Association Reports		
AMP	Captain David Arzt of Alaska Marine Pilots provided the AMP report for Western Alaska. We currently have eight full pilots and one deputy pilot. Additionally, one of our pilots is in training to transfer to Region 2 with SWAPA, which is expected to happen within the next year. Currently, there are five individuals in the training apprentice program. Of these, we expect that two should be ready to finish their hands-on training in about a year.	
SWAPA	Jenni Zilinski, Business Manager for SWAPA provided their association report. We currently have 12 full-member pilots qualified for Very Large Crude Carriers (VLCCs). SWAPA has 5 deputy pilots: 4 at 110KGT and 1 advancing to 110KGT, upgrade in process. 6 trainees with 3 currently doing hands-on, 1 transferring from AMP, and 2 observing. They have 1 trainee scheduled for his oral interview with the board today.	
SEAPA	Captain Ron Leighton provided the report for SEAPA. They have 44 pilots; 16 of whom are deputies and 3 are completing oral interviews at the meeting today. They are currently able to meet the needs of the traffic in the region.	
SWAPA: Training Program Amendment		
Discussion:	Jenni Sitton (SWAPA Business Manager) reviewed the proposed changes to the SWAPA training program. The proposed change removes a “cow turn” maneuver from the required dockings at Port of Alaska, Anchorage. Captain Cunningham explained what a cow turn is.	
Motion:	Move to approved the proposed change to the SWAPA training program as presented. (First; Cunningham, Second; Mew)	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes:	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair – Yes	Habeger - Yes
		Thayer - Absent
Regulation Project/Division Update	Renee Carabajal provided an update to the board regarding the current regulations project. Due to Administrative Order 358, all regulatory projects are halted in their current step. Once the order is lifted, the project will be restarted. The board and associations can consider future regulation amendments and present them once the order has been lifted. The order has also placed a freeze on travel; once the division has more information about that it will be provided to the board. There is no division update for the July meeting; a full	

	update with current fiscal year 2026 and end-of-year Fiscal year 2025 reports will be provided at the October board meeting.	
Investigative Report:		
	Investigator III Patrick Kase provided the investigative report to the board. The program has 1 case that is in “Intake” status for unlicensed practice/activity. There was 1 case closed during the reporting period for lack of jurisdiction. The board asked a few questions about the investigative process and how cases are assigned to reviewing board members. Inv. Kase gave a brief overview of the process and will provide more information at the October board meeting.	
Future Meeting Date(s)		
	During a brief discussion, the board considered the winter meeting dates. The board scheduled the winter meeting for January 21, 2026, with call to order at 9:00 am; the location will be determined at the October meeting pending information regarding travel and Admin. Order 358.	
Deputy Marine Pilot Candidate Interview		
Motion: Off Record: 9:59 a.m.	I, Andrew Mew, move that the Alaska State Board of Marine Pilots enter into executive session in accordance with AS 44.62.310(c), and Alaska Constitutional Right to Privacy Provisions, for the purpose of discussing subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion; and matters which by law, municipal charter, or ordinance are required to be confidential. Board staff Renee Carabajal to remain. (First: Mew; Second: Cunningham).	
Recorded Votes:	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair – Yes	Habeger - Yes
		Thayer - Yes
Brief Discussion: On Record: 10:44 a.m.	No official action was taken during the executive session. The record reflects that Captain Ed Sinclair left the meeting at 10:00 am and did not participate in the executive session discussion.	
Board Action: Deputy Marine Pilot Candidate		
Motion:	Move to approve a Deputy Marine Pilot license for 50,000 Gross Tons for Christine Klimkowski, Badge #262, for Region 1 (First: Mew; Second: Cronk).	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes (roll call):	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair - Absent	Habeger – Yes
		Thayer - Yes
Motion:	Move to approve a Deputy Marine Pilot license for 50,000 Gross Tons for Maxwell Paulus, Badge #261, for Region 1 (First: Mew; Second: Cronk).	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	

Recorded Votes (roll call):	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair - Absent	Habeger – Yes
		Thayer - Yes
Motion:	Move to approve a Deputy Marine Pilot license for 50,000 Gross Tons for Robert Pletnikoff, Badge #263, for Region 2 (First: Mew; Second: Cunningham).	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes (roll call):	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair - Absent	Habeger – Yes
		Thayer - Yes
Motion:	Move to approve a Deputy Marine Pilot license for 50,000 Gross Tons for Emelia Sween, Badge #260, for Region 1 (First: Mew; Second: Cunningham).	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes (roll call):	Cronk - Yes	Mew - Yes
	Cunningham - Yes	Tougas - Yes
	Sinclair - Absent	Habeger – Yes
		Thayer - Yes
Adjourn:		
Brief Discussion: Off Record at 10:52 am	Having completed all scheduled business on the agenda, the board adjourned.	
Motion:	Move to adjourn (First: Thayer; Second: Cronk).	
Discussion:	With nothing to discuss, the board approved the motion via roll call vote.	
Recorded Votes (roll call):	Cronk - Yes	Mew - Yes
	Cunningham - Absent	Tougas - Yes
	Sinclair - Yes	Thayer - Yes
Date Final Minutes Approved by the Board: ____ Meeting ____ OnBoard		

**State of Alaska
Department of Commerce, Community &
Economic Development Division of Corporations,
Business, and Professional Licensing
Board of Marine Pilots**



Association Reports

Each of the 3 pilot associations will address the board with an update on their respective associations.

Alaska Marine Pilots (Region 3)
Southeast Alaska Pilots Association (Region 1)
Southwest Alaska Pilots Association (Region 2)



Office of Governor MIKE DUNLEAVY

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Administrative Order No. 360

I, Mike Dunleavy, Governor of the State of Alaska, under the authority of Article III, Sections 1, 23, and 24 of the Constitution of the State of Alaska, hereby rescind Administrative Order 157 (Directives regarding Administrative Regulations in order to accomplish objectives) and Administrative Order 266 (establishing regulatory efficiency guidelines) and replace them with Administrative Order 360, the purpose of which is to improve the quality, transparency, and efficiency of the State's regulatory environment.

BACKGROUND AND PURPOSE

The State of Alaska is committed to growing its economic base, increasing its gross domestic product ("GDP"), and ensuring Alaskans have the freedom to do business, innovate, and pursue opportunities while complying with state and federal laws. Regulations are essential for interpreting and implementing these laws. However, the state's regulatory system has expanded over time, often adding layers of requirements without considering the burden imposed on Alaska's citizens and businesses. Alaska must be competitive on the world stage – including its regulatory framework – to attract investment and grow its economic base.

The public is best served when regulations are up-to-date, clearly written, account for impact on individual Alaskans and those doing business in the state and allow state agencies to facilitate implementation of laws in the most reasonable and cost-effective manner.

In light of the steady expansion of state regulatory requirements, I am announcing a statewide review of all existing regulations, guidance documents [1], and materials incorporated by reference to reduce unnecessary burdens on Alaska's citizens and businesses. I am also directing that all current guidance documents be published on the Alaska Online Public Notice System to ensure transparency and accountability.

[1] The term "guidance document" in this Order refers to documentation

other than regulations produced by an agency often referred to as guidance documents, policies, interpretive bulletins, and the like.

GOALS

This Order is issued to achieve the following goals:

- Promote growth and investment in Alaska by reducing administrative and economic burdens associated with regulatory compliance, including removing barriers, finding solutions, and identifying alternative pathways.
- Streamline permitting processes and improve coordination and efficiency within all permitting departments, including the Department of Natural Resources (“DNR”), the Department of Environmental Conservation (“DEC”), and the Department of Fish and Game (“DFG”).
- Ensure boards and commissions adjust regulatory structures as necessary to maintain critical consumer protection while eliminating unnecessary barriers to entry for new professionals.
- Engage stakeholders early and continuously in the regulatory development and reform process.
- Ensure all regulations are clearly written, legally sound, and supported by a demonstrated need.
- Regularly evaluate existing regulations for effectiveness, redundancy, clarity, and impact.
- Reduce the regulatory burden on all Alaskans.

APPLICABILITY

This Order applies to all executive branch agencies, including departments, boards, commissions, and public corporations (hereafter referred to as “agencies”).

RESPONSIBILITY FOR IMPLEMENTATION

The following agencies (“implementing agencies”) are responsible for ensuring agency compliance with this Order:

- **The Office of the Governor.** This office will provide oversight and ensure interagency cooperation.
- **The Department of Law.** This department will coordinate the implementation of and ensure compliance with this Order pursuant to

its role under AS 44.62. The Department of Law will provide the training and documentation to be used in implementing this Order.

ORDER

REGULATORY REDUCTION

Each agency shall:

Review existing regulations, guidance documents, and materials incorporated by reference to identify provisions that are outdated, redundant, or unclear.

Develop proposals for the revision, repeal, or streamlining of the regulations, guidance documents, and materials incorporated by reference identified above.

Reduce the number of regulatory requirements by 15 percent by December 31, 2026, and 25 percent (cumulative) by December 31, 2027.

AGENCY REGULATORY LIAISON

The **commissioner of each state department** shall designate an **Agency Regulatory Liaison** ("ARL") to oversee regulatory reform for agencies housed within their department. Commissioners may designate more than one ARL when approved to do so by the Office of the Governor.

Each department's ARL shall submit a quarterly progress report to the Office of the Governor, with copies to the Department of Law.

STAKEHOLDER AND PUBLIC ENGAGEMENT

Stakeholder feedback is essential and required at all stages of regulatory reform. Accordingly, each agency shall:

Solicit written and oral input from the public, affected industries, and community organizations regarding which regulations are the most burdensome and should be prioritized for reform, and how the agency's regulatory system could be reorganized or simplified.

Document and publish stakeholder and public feedback and agency responses.

PERMITTING REFORM

To improve the efficiency and responsiveness of Alaska's permitting systems, and to support responsible resource and economic development while protecting environmental and public interests, DNR, DEC, and DFG shall focus their initial regulatory reform efforts on permitting process reform. Accordingly, DNR, DEC, and DFG shall:

Review and revise permitting procedures to eliminate unnecessary steps, reduce duplicative reviews, simplify application requirements, streamline internal workflows, and clarify interagency roles to reduce inefficiencies and delays.

Adopt, in regulation, clear timelines and deadlines for permit application processing, review of milestones, and final decision making, including provisions for automatic approval if deadlines are not met.

Ensure transparent processes by making permit application statuses, timelines, and decision rationales available to applicants and the public, to the extent allowable by law.

Promote predictability in decision-making by applying regulatory standards consistently.

Leverage technology, such as artificial intelligence ("AI"), to support digitization, automation, and public access to permitting information.

GUIDANCE DOCUMENTS

Agencies may not utilize or issue guidance documents unless the Department of Law has reviewed the documents and verified the documents (or portions thereof) are not required to be promulgated as a regulation.

Agencies shall post all guidance documents on the Alaska Online Public Notice System.

STATE UNIFIED REGULATORY PLAN

Annually, all agencies shall submit to the Office of the Governor a projected regulatory plan that lists all anticipated rulemaking actions during the subsequent state fiscal year. The Office of the Governor shall approve individual agency plans. The Department of Law shall compile the approved agency plans into a single State Unified Regulatory Plan and post the plan on the Alaska Online Public Notice System.

DURATION

This Administrative Order takes effect immediately and remains in effect until revoked.

DATED this 4th day of August 2025.

Use the navigation menu below to filter Administrative Orders by Governor.

ADMIN ORDERS BY GOVERNOR

All Administrative Orders

Mike Dunleavy

Bill Walker

Sean Parnell

Sarah Palin

Frank H. Murkowski

Tony Knowles

Walter J. Hickel

Steve Cowper

Bill Sheffield

Jay S. Hammond

Calendar for Year 2026 (United States)

January						
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