



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

# Board Packet

**December 10-11, 2024**

DRAFT

# Big Game Commercial Services Board

Name	Appointed	Reappointed	Expires
<b>Bloomquist, Aaron</b> (Copper Center) Licensed Registered Guides-Outfitters	03/01/2021		03/01/2025
<b>Boniek, Martin</b> (Glennallen) Licensed Transporters	03/01/2021		03/01/2025
<b>Buist, Peter</b> (Fairbanks) Public	05/21/2019	03/01/2021	03/01/2025
<b>Vacant</b> Licensed Registered Guides-Outfitters	03/02/2018	03/01/2019	03/01/2023
<b>Flores, Michael</b> (Soldotna) Licensed Transporters	05/11/2020	03/08/2023	03/01/2027
<b>Kunder, Larry</b> (Anchorage) Public	05/25/2022		03/01/2026
<b>Nordlum, Clay</b> (Kotzebue) Private Landholders/Restricted	06/25/2021	03/01/2022	03/01/2026
<b>Vacant</b> Private Landholders/Restricted			03/01/2024
<b>Lorring, Dave</b> Designated Game Board Member/Restricted	03/01/2023		03/01/2027

DRAFT



## **Big Game Commercial Services Board - Winter Meeting**

Alaska Division of Corporations, Business and Professional Licensing

Tuesday, Dec 10, 2024, at 9:00 AM to Wednesday, Dec 11, 2024, at 4:30 PM

Robert Atwood Building (Room 102 on 1<sup>st</sup> floor): 550 W 7th Ave, Anchorage, AK 99501

**Meeting Details:** <https://us02web.zoom.us/j/85059576124?pwd=mbWs9kOf0t061SD7blfdlSlhZ6bpCl.1>,

**Call-In:** 669-900-6833

**Meeting ID:** 850 5957 6124

**Passcode:** 953607

### **TENTATIVE MEETING AGENDA (DAY 1)**

**December 10, 2024**

#### **Agenda**

- 1. 9:00am - Roll call/Call to Order**
- 2. 9:02am - Review Agenda**
- 3. 9:05am - Ethics Review**
- 4. 9:07am - Review/Approve Meeting Minutes**
  - A. February 26-28, 2024**
  - B. July 18, 2024**
- 5. 9:10am - Moment of Silence**
- 6. 9:15am - Initial Application - Registered Guide-Outfitter**
- 7. 9:30am - State & Federal Agency Updates**
  - A. Dept. of Natural Resources - Dianna Leinberger**
  - B. US Forest Service - Quick Email Update from Jason Anderson**
  - C. Alaska Wildlife Troopers - Aaron Frenzel**
  - D. US Fish & Wildlife Service - Kathey Virgin**
  - E. National Park Service - Mark Kehoe**
  - F. Board of Game - Dave Lorrington**
- 8. 10:30am - Break**
- 9. 10:45am - GUA Boundary Changes**
- 10. 11:00am - Division Update**
  - A. Current Fiscal Report - FY24 3rd/4th Quarters**
- 11. 11:15am - Discussions for Board Meetings/Exams/Terms**
- 12. 12:00pm - Lunch Break**
- 13. 1:30pm - APHA Update**

**14. 2:00pm - New Regulations Project to Repeal Unneeded Regulations**

**15. 2:30pm - Investigations Unit**

**A. Probation Monitor Report**

**B. Investigative Report**

**C. Executive Session**

**i. Case No. 2024-000067**

**ii. Case No. 2024-000068**

**iii. Case No. 2024-000359**

**iv. Case No. 2024-000934**

**16. 4:00pm - Recess**

DRAFT



## **Big Game Commercial Services Board - Winter Meeting**

Alaska Division of Corporations, Business and Professional Licensing

Tuesday, Dec 10, 2024, at 9:00 AM to Wednesday, Dec 11, 2024, at 4:30 PM

Robert Atwood Building (Room 102 on 1<sup>st</sup> floor): 550 W 7th Ave, Anchorage, AK 99501

**Meeting Details:** <https://us02web.zoom.us/j/85059576124?pwd=mbWs9kOf0t061SD7bIfdISlhZ6bpCl.1>,

**Call-In:** 669-900-6833

**Meeting ID:** 850 5957 6124

**Passcode:** 953607

### **TENTATIVE MEETING AGENDA (DAY 2)**

**December 11, 2024**

- 17. 9:00am - Roll Call**
- 18. 9:02am - Agenda Review**
- 19. 9:05am - Summary/Motions from Executive Session**
- 20. 9:20am - UVC Sharing**
- 21. 9:30am - Public Comment**
- 22. 10:00am - BREAK**
- 23. 10:15am - Subcommittee/Workgroup Updates/Formation of New Committees**
  - A. Guide Concession Program**
  - B. Transporters**
  - C. Exams**
- 24. 10:45am - Ongoing Task List Review**
  - A. Change Application Wording (Bay/Brown/Bloomquist)**
  - B. Breaking out PFQs in Applications (Bay)**
  - C. Annual Report (Bloomquist)**
  - D. Letter from Board in Support of GCP (Bunch) and SB225/HB 314 (Bloomquist) - Finished**
  - E. Review Panel for INV Board Reviews (Bloomquist/Strout)**
  - F. Position Statement for Days in Field (Bunch) - Finished**
  - G. Begin the Process for Survivorship (Bunch/Rohrer)**
  - H. Coordinating a Response with the FAA (Boniek) and Update Website (Bay)**
  - I. Meeting Minutes (Bay) - Finished**
  - J. Bear Baiting Discussions with DNR (Bloomquist/Buist)**
  - K. INV Matters (Strout) - Finished**
  - L. Matrix Review (Bloomquist)**
  - M. Regulations/FAQ Sheets (Bay/Board)**

- N. GUA Boundary Changes Meeting on 07/18/2024 (Bay) - BM Finished/In-Process
  - O. Exam Workgroup (Bunch)
  - P. Education Letter for Hunt Planners and Booking Agents (Bloomquist) - In-Process
  - Q. Renew Deadhorse Outfitters, LLC (Bay/Brown) - Finished
  - R. Scheduled December Meeting in Kodiak 12/10-12/24 (Bay) - Finished/Request Denied
25. 12:00pm - Lunch Break
26. 1:30pm - Legislative Priorities
- A. EA Position
  - B. Provide for Emergency Situations
  - C. Survivorship
  - D. Provide Commissioner Emergency Authority to Deal with Unforeseen Situations (Covid, licensee illness, deaths, etc.)
  - E. Removing Former Regulations from Statute and Making them Current Regulations
  - F. Authority to License and Oversee Hunt Planners/Booking Agents
  - G. Changing Board Composition
  - H. Authorize the Board to Implement CE for Licensees
  - I. Streamline the Regulation Process for all Boards in the Licensing Division (similar to ADF&G's process)
  - J. Authorize all DCCED Boards to Prioritize Spending of License Funds as Trustees of the Funds
  - K. Fine Amount to Trigger License Suspensions
  - L. Make it so Transporter Licenses can only be Issued to a Natural Person
27. 3:30pm - Business as Needed
28. 4:00pm - Administrative Business/Task List
29. 4:15pm - 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 Act<sup>1</sup> 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.<sup>2</sup>

## 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!<sup>3</sup>
- 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.<sup>4</sup>
- 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.<sup>5</sup>
- 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.<sup>6</sup>

*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.<sup>7</sup>

*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.<sup>8</sup>
- 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](mailto: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.

<sup>1</sup> 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.

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

<sup>3</sup> 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.

<sup>4</sup> 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.

<sup>5</sup> 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.

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

<sup>7</sup> 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.

<sup>8</sup> 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.

6/14

---

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

1031 West 4th Avenue, Suite 200

Anchorage, AK 99501

[attorney.general@alaska.gov](mailto:attorney.general@alaska.gov)

Phone: (907) 269-5100 | Fax: (907) 276-3697

TTY: 907-258-9161

COPYRIGHT © [STATE OF ALASKA](#) · [DEPARTMENT OF LAW](#) · [EMAIL THE WEBMASTER](#)

DRAFT

## Ethics Disclosure Form

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

TO: \_\_\_\_\_, Designated Ethics Supervisor

\_\_\_\_\_  
*(Identify Your Department, Agency, Public Corporation, Board, Commission)*

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

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

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

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

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

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

\_\_\_\_\_  
*(Signature)*

\_\_\_\_\_  
*(Date)*

\_\_\_\_\_  
*(Printed Name)*

\_\_\_\_\_  
*(Division, Board, Commission)*

\_\_\_\_\_  
*(Position Title)*

\_\_\_\_\_  
*(Location)*

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

## Ethics Disclosure Form

### Receipt of Gift

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

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

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

Yes  No

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

Yes  No

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

The gift is \_\_\_\_\_

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

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

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

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

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

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

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Division)

\_\_\_\_\_  
(Position Title)

\_\_\_\_\_  
(Location)

Ethics Supervisor Determination:  Approve  Disapproved

\_\_\_\_\_  
Designated Ethics Supervisor\*

\_\_\_\_\_  
(Date)

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

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

# **BIG GAME COMMERCIAL SERVICES BOARD**

CONDENSED MINUTES OF THE MEETING HELD MARCH 26-28, 2024

By authority of AS 08.01.070(2) and in compliance with the provision of AS 44.62, Article 6, a scheduled meeting of the Big Game Commercial Services Board was held March 26-28, 2024, at Pike’s Waterfront Lodge, 1850 Hoselton Rd., Fairbanks, Ak.

<b>Dates:</b>	March 26-28, 2024
<b>Time:</b>	March 26: 9:00 a.m. (9:15 a.m.); March 27: 9:00 a.m. (9:04 a.m.); March 28: 9:00 a.m. (9:03 a.m.)
<b>Location:</b>	Pike’s Waterfront Lodge: 1850 Hoselton Rd., Fairbanks, Ak
<b>Board Members Present:</b>	Jason Bunch, Aaron Bloomquist, Martin Boniek, Mike Flores, Pete Buist, Clay Nordlum, Larry Kunder
<b>Board Members Absent:</b>	Dave Lorring (excused for entire meeting)
<b>Division/SOA Staff Present:</b>	Thomas Bay (Executive Administrator), Janet Brown (Occupational Licensing Examiner), Lee Strout (Investigator), Stefanie Davis (Regulation Specialist), Melissa Dumas (Administrative Operations Manager), Sylvan Robb (Division Director)
<b>Present from the Public (includes all three days):</b>	Darren Bruning (ADF&G), Dianna Leinberger (DNR), Jim Wessel (DNR), Jason Anderson (USFS), Major Aaron Frenzel (AWT), Shay Rosser, Mark Richards, Matt Snyder, Aaron Carter, Jeffrey Callison, Coke Wallace, Virgil Umphenour, Michelle Heun, Henry Tiffany, Chris Zwolinski, Art Andreis, John Martinez, Joe Want, Zach Decker, Thor Stacey, Dick Rohrer, Dan Montgomery

<b>Day One</b>		
<b>1. Review Agenda</b>		
<b>Brief Discussion:</b>	No discussion to amend the agenda.	
<b>Motion:</b>	Move to accept the agenda as written (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>2. Ethics Review</b>		
<b>Brief Discussion:</b>	There were no ethical disclosures by any board members or staff.	



**3. Review/Approve Meeting Minutes:**

<p><b>Brief Discussion:</b> -December 2023 Excerpt -February 2024</p>	<p>The board reviewed their February 6<sup>th</sup>, 2024, meeting minutes, which they approved without any changes. Mr. Bay also provided the board with a draft excerpt of their December 2023 board meeting minutes, specifically the section regarding the board’s discussion to pursue legislation to create a full-time executive administrator position dedicated to their program instead of splitting time with the Board of Marine Pilots.</p>	
<p><b>Motion:</b></p>	<p>Move to accept the February 6<sup>th</sup>, 2024, meeting minutes and December 2024 draft excerpt as written (First: Bloomquist; Second: Kunder).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - Yes</p>	<p>Flores - Yes</p>
	<p>Boniek - Yes</p>	<p>Kunder - Yes</p>
	<p>Bloomquist - Yes</p>	<p>Nordlum - Yes</p>
	<p>Bunch - Yes</p>	

**4. State & Federal Agency Updates**

<p><b>Brief Discussion:</b> -Department of Fish and Game -Division of Wildlife Conservation</p>	<p>Darren Bruning, the deputy director for the Division of Wildlife Conservation (DWC), provided an update for the board. He informed the board that their division has 281 positions, that 31 of them were vacant, and that all but five of the vacant positions were in recruitment. He said that they had some impending retirements that would be big losses for the division, but that leadership staff had recently been hired. He said that there were five legislative bills that could affect DWC, which included municipal trapping, illegally seized game, guide concessions on state land, license application fee reduction, and a constitution amendment for world priority. He said that DWC was facing a significant number of legal challenges and that it was taking up a lot of their time. He said that they were working on DWC’s FY25 budget and would be requesting slightly more than their FY24 budget. He also said that Pittman Robertson funding had gone down nationwide by 19%, and that they were expecting around seven million dollars less. He informed the board that the Board of Game (BOG) meeting was held the week before this meeting. He said that there were 162 proposals considered by the board. There were 17 proposals related to GMU 19C, sheep proposals were deferred to the next state meeting, and that a sheep working group would be activated to address 19C issues. There were 13 intensive management (IM) proposals. He said that staff and funding for them was becoming limited, and that it needed addressed. He said that there would be additional opportunity to take bears, which included bear baiting. He informed the board that they did not see any moose on the Kenai River last Fall, and that they were expecting a decrease in the reported harvest. He said that the IM program for the Mulchatna Caribou Herd will continue in Spring 2024, which would include the removal of wolves and bears near calving grounds. Mr. Kunder asked if there were any plans to let the public take bears or wolves prior to the IM program going into effect, to which Mr. Bruning said he was not sure, but would get back to the board with an answer. Lastly, he informed the board that they were continuing wood bison restoration. With nothing left to discuss, the board thanked Mr. Bruning for his time.</p>
---	--

<p><b>-Department of Natural Resources</b> <b>-Division of Mining, Land and Water</b></p>	<p>Dianna Leinberger, a natural resource land manager, in the Northern region, from the Department of Natural Resources (DNR), Division of Mining, Land and Water (DMLW), was in attendance to provide an update for the board. She informed the board that Jim Wessel, the primary adjudicator for permits for guide-outfitters, transporters, and trapping cabin permits in the Northern region was also in the room if they had any questions for him. She started discussion on legislation. She said that SB253 had been introduced and was a bill created to establish a guide concession program on state land and proposed a pilot project in GMU 19C, with the idea that it later be expanded throughout the state in areas of need. She said that they were also monitoring HB125, which was a bill to issue trapping cabin permits for existing cabins to new people. She informed the board that ATVs/UTVs that weigh between 1,500lbs and 2,500lbs are authorized for use on general state land. Aaron Bloomquist asked her how they deal with bear baiting. She said that they do not get a lot of commercial operators that deal in bear baiting in the Northern region. She said that the confusion comes in when a bear baiting station stays on state land for more than 14 days, which requires land use authorization. She reminded the board that DNR has over-the-counter storage permits, which allows guides to keep their bear baiting equipment in the field outside of the season. Mr. Bloomquist said that the board's frustration with bear baiting had always been that they receive different answers each time the question is asked. He said that it would be nice to have something in writing with clear direction on the topic by their December meeting. As previous bear baiters, Mr. Bloomquist and Mr. Buist offered to help draft something with DNR as board liaisons. Ms. Leinberger said that she would give them her card so they could continue the discussion. With nothing left to discuss, the board thanked Ms. Leinberger for her time.</p>
<p><b>-U.S. Forest Service</b></p> <p><b>Off Record: 10:14 a.m.</b></p>	<p>Jason Anderson, a recreation supervisor for the United States Forest Service (USFS), was in attendance to provide an update for the USFS. Mr. Anderson reminded the board that the Memorandum of Understanding (MOU) between the BGCSB, ADF&amp;G, and the USFS would be expiring soon. He said that the USFS was looking to continue the MOU, which the board agreed. He reminded the board that there was an upcoming prospectus towards the Fall/Winter of 2024, which would issue additional capacity for black bear, brown bear, and mountain goat hunts on the Tongass National Rainforest. Lastly, he said that the collaborative process between big game guides and tourism operators, on small to medium vessels that work in the same area, has worked to reduce conflict in the field and operate effectively. Chairman Bunch thanked him and the USFS for being so open to communication with the guiding industry and said that it has really helped in a lot of different areas. With nothing left to discuss, the board thanked Mr. Anderson for his time.</p>
<p><b>5. Division Update: Current Fiscal Report</b></p>	
<p><b>Brief Discussion:</b> <b>On Record: 10:45 a.m.</b></p>	<p>The board welcomed the division's administrative operations manager, Melissa Dumas, to the meeting. Ms. Dumas provided the board with their FY24 1<sup>st</sup>/2<sup>nd</sup> quarter fiscal reports, which ultimately came to a large surplus, something she said would be reduced over time because of their recent fee changes. Mr. Bloomquist asked if their fee changes that took place the prior year warranted any changes to existing license fees, application fees, etc. Ms. Dumas said that it was too early to tell and that there would be another fee analysis closer to their next renewal to see if any fees needed reduced/increased. Mr. Bloomquist</p>

	<p>asked about the legislative bill that removes investigative costs from their program. Ms. Dumas informed the board that there was a bill they were hoping would get passed that would essentially remove investigative costs from programs and instead have those costs paid by excess business licensing and corporations revenue, something that normally goes back to the general fund. With nothing left to discuss, the board thanked Ms. Dumas for her time.</p>
--	---

<p><b>6. Discussion with Director Robb: Division Annual Expenditures Allowance/Online Self-Service Tools Education</b></p>	
--	--

<p><b>Brief Discussion:</b></p>	<p>The board welcomed Director Sylvan Robb to the meeting. Chairman Bunch said that one of the most frustrating parts of running such a big board is understanding how money is appropriated to the division and how the board is able to spend their money. He asked her to explain how the legislative expenditure process works. She informed the board that the legislature makes appropriations to all divisions, one for each of them. Each appropriation is broken down into line items the money can be spent on, such as personal services, travel, services, commodities, etc. She said that the division cannot spend more than what is authorized. It would not matter if someone donated millions of dollars to the division and/or board, the legislature would still need to approve it to be accepted and spent. She explained that the division then has to do fee setting for each program, and statute requires the fees to cover the costs of the program without overcharging/undercharging licensees. She said that 88% of their expenditures go to professional licensing, but that there are 45 programs sharing them. The expenditures then go to each program's needs, such as personnel, memberships, legal, travel, general fund, etc. She said that all license fines go to the general fund. Chairman Bunch asked if the general fund money goes back to the division in some form or another, to which she said no. Chairman Bunch asked where the money, in regard to the cost of a regulations project, goes. She said that the cost of a regulations project goes to whoever is coding their time towards the project, and that it depends on how big the regulations project is. In addition to staff time, some of the costs go to notifying the public and their licensees of the regulations project, in an attempt to receive any type of public comment. Chairman Bunch asked how close the division gets to hitting their ceiling on expenditure, to which she said that it varies since the pandemic, due to staffing issues. He asked if the division is able to spend money that is not spent on staffing on other areas of need, to which she said it depends on the line item. She said they can move money around from one line item to another, but that it had to be approved by the Office of Management and Budget. He asked her if there was an avenue to have the board work with the division on next year's budget to promote expenditures of money for a special project, such as something that goes out for bid. She said that if the board wanted to contract for something, it would require the division to do so. She said the procurement process for something, such as the board's current IT project regarding the ability for contracting guides/transporters to upload their own hunt records/transporter activity reports (including the information on the hunt records) into their licensing files, would likely be a lengthy process. She said that, while it might include reaching out for three bids, it might also include possibly soliciting bids for many more, to make sure everyone has a chance to take advantage of government contracts. She suggested that the board continue with the division working on their IT project because she still anticipated it would be the faster route. She said that if they did not, they would need to spend money ensuring that a</p>
---------------------------------	--

<p><b>Off Record: 12:00 p.m.</b></p>	<p>contractor got up-to-speed with how their system works, in terms of interfacing. In addition, due to cyber-attacks, a contractor would need to demonstrate that they can meet the State’s security requirements. Mr. Bloomquist asked what the board needed to do in order to get travel approved for board members to get to other work-related events, such as BOG meetings. She informed the board that the division puts together a travel plan every fiscal year, which includes all travel for all board members and staff across all programs, and that the division was aware their board wanted to be able to travel to BOG meetings and providing in-person testimony to the legislature. He asked if the board needed to motion to add a board member to the travel plan for BOG meetings, to which she said no, that they just needed to add it, and all other requested travel, to their annual report, which is statutorily due June 30<sup>th</sup> every year. He asked her how the board can have in-person legal representation at their board meetings, something they used to have at each of their regularly scheduled meetings. He told her that it saves a ton of hours having someone there when they go over regulation projects because they can immediately tell them if what they propose is something they can do. She said that the division has three attorneys that can provide guidance to the division’s 45 programs, as well as their corporations/business licensing sections, and that they are not always available. She said that normally the division is happy to help get an attorney to specific portions of a meeting, where value is added to have an attorney there. She suggested the board come up with questions in advance of their meetings where they think they might need legal counsel, so that their attorneys can do some prep in advance. He asked her what they needed to do to have an attorney at their meetings for two days during their meetings where they discuss regulations. She said that they could ensure that everyone’s not on leave at that time, but that it would be helpful to know exactly what the board wants from their attorneys, so they are not taking their time unnecessarily, having the board pay for it, and to make sure they are prepared to answer the questions that do come up. She ensured the board that the division is always interested in making sure that the board has the resources it needs to be successful. Mr. Bloomquist said that it is frustrating to spend a lot of time on regulation projects, only to find out later that they cannot do what they were trying to do and hoped that the board could get an attorney approved to be at their next meeting in December. Chairman Bunch said that he really wanted their licensees to be able to a lot more things online, such as applying for GUA registrations. Director Sylvan said that it was high on their list of things to get done, that they were working on getting more and more applications online for all 45 licensing programs, but that it would take some time. Chairman Bunch said that he would be speaking on agenda item “Online Self-Service Tools Education,” likely on day three of the meeting instead of right now. With nothing left to discuss, the board thanked Director Sylvan for her time. The board went to lunch.</p>
<p><b>7. Lunch</b></p>	
<p><b>8. APHA Update</b></p>	
<p><b>Brief Discussion:</b> <b>On Record: 1:34 p.m.</b></p>	<p>Back from lunch, the board continued the meeting. Thor Stacey was not yet available to discuss the APHA update, so the board moved along on the agenda.</p>

<b>9. Investigations Unit</b>	
<b>Probation Monitor Report</b>	
<b>Brief Discussion:</b>	Investigator Lee Strout was in attendance to provide the report for the probation monitor. Mr. Strout informed the board that there were currently 15 licensees on probation, as of the date of the report, and that two licensees were released from probation since the last report. Two licensees were also out of compliance, both of which had previously been discussed with the board. With nothing left to discuss, the board moved onto their investigative report.
<b>Investigative Report</b>	
<b>Brief Discussion:</b>	Investigator Strout provided the board with their investigative report, which was for the period of November 28, 2023, thru March 20, 2024. He informed the board that there were 70 open cases and that 37 closed since their last report. Chairman Bunch asked what trends he was seeing, which he replied that a lot of cases were application involved due to "YES" answers under the Professional Fitness Questions (PFQs) sections of the initial and renewal applications. He said that there was a little bit of an uptick from the troopers, which mainly included the taking of sublegal animals. He also said that he had not recently seen many conflicts in the field cases, which is a reduction from the past. The board discussed the application problem and maybe changing the PFQs to be more specific, so they do not have so many applicants not answering "YES" when they should have. With nothing left to discuss, and Mr. Stacey having shown up, the board moved onto the APHA update.
<b>10. APHA Update</b>	
<b>Brief Discussion:</b>	Thor Stacey, the Alaska Professional Hunters Association's (APHAs) Director of Government Affairs, introduced himself and thanked the board for having him. He asked if the board had any specific questions for him. Chairman Bunch asked him to speak to the issues that APHA was tackling on behalf of its membership. Mr. Stacey said that APHA was monitoring various bills in the legislature that affect hunting and fishing. He said that they were working in support of the reauthorization of the board, the executive administrator position for the BGCSB, SB253, which would be the result of the task force efforts that the BGCSB led to develop a recommendation for hunting guide concessions on state land, as well as the reauthorization of the Citizen's Advisory Commission on Federal Areas (CACFA). He said that they just attended to the BOG meeting in Kotzebue, and that the main issue was the declining Western Arctic Caribou Herd. He said that federal land managers had closed federal lands in the herd's range but that state lands remained open. He said that the decline had gotten to the point where there may not be a surplus for uses that are not subsistence. He said there was a lot of discussion between stakeholders in the NANA region and the North Slope region, as well as discussions with the APHA and others. At the end of the discussion, the BOG capped the number of nonresidents in the area, which resulted in guiding for caribou in that portion of the state as pretty much gone. He said that the BOG did not take action on any of the sheep proposals in 19C, and that they postponed the discussion until their next statewide meeting with the hope that there would be a management program in place to assist with the issue. He informed the board that APHA had been involved in litigation in a number of federal issues, including certain rules that would affect hunting in Alaska. He said that there was a proposal to add seats to

<p><b>Off Record: 2:13 p.m.</b></p>	<p>the Federal Subsistence Board, with all three of them being tribally aligned. He encouraged the BGCSB to watch the arguments held in front of the State Supreme Court, in the Robert Castle vs. SOA BOG litigation case, that was held about a month before this meeting, which APHA was allowed to provide arguments at, because it is very informative for everybody involved in the industry. Chairman Bunch asked if APHA needed anything from the board regarding current legislation, to which Mr. Stacey answered that a letter supporting SB253 would be helpful, and that the legislature would be surprised if they did not provide one. With nothing left to discuss, the board thanked Mr. Stacey for his time. The board took a break.</p>
<p><b>Consent Agreement Review Panel</b></p>	
<p><b>Brief Discussion:</b> <b>On Record: 2:24 p.m.</b></p>	<p>Back from break, the board began discussion on possibly creating a consent agreement review panel, which would be a four-person panel reviewing guide-related investigative cases and provide consent agreement recommendations to the board. Chairman Bunch said that the reason for the discussion is because the board has a very large number of cases that take a long time to review, and that only licensed guides on the board review them. Mr. Bloomquist said that this was his idea and reassured the audience that the review panel would not make any board decisions, and that the cases would still be discussed at the board level, with the ultimate decision being a board decision. The board asked what Mr. Strout (their investigator) needed from them to get things started, to which he said he needed something in writing from the board specifying what they are asking for. He thought the discussion was going to be a review panel comprised of board members and told them that having non-boarded guides reviewing cases would be a really tough hurdle to get over because of perceived conflicts of interest, actual conflicts of interest, and the legality of the request. He said that he understands that the board needs help reviewing cases and suggested that maybe the board expand seats on the board to help review them. The board discussed the topic but said it would be difficult to add seats on the board because it would require a statute change. The board discussed possibly having all board members, not just licensed guides on the board, review guide-related cases. Mr. Strout said that the reason that licensed guides on the board review guide-related cases is because they have the knowledge required to review them. He said that, if the board had a non-licensed guide on the board review guide-related cases, they would be attacked in court because they would not have the knowledge that a guide does. The board decided to discuss the matter later in the meeting, with the intention of approving a letter that would go to investigations. With nothing left to discuss, the board moved onto their next agenda item.</p>
<p><b>Matrix Review and Update – Add Sublegal Harvest Criteria</b></p>	
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that there had been a lot of sublegal harvests recently, mostly by assistant guides. He said that, for the first time, a decision was made by a reviewing board member, to restrict an assistant guide, through a consent agreement, to be able to guide for a species they had a sublegal harvest on until they had successful harvests while guiding with another licensed guide, essentially making them a packer for that species until they can prove they can harvest legally on that species. Mr. Buist said that he really liked the approach because it put responsibility not only on the assistant guide, but on the contracting guide as well. Chairman Bunch asked Mr. Strout how they add the process to the board’s matrix, to which he said that they would need to draft something that would</p>



<p><b>Off Record: 3:05 p.m.</b></p>	<p>include what they want to see in certain scenarios, provide evidence that it is supported by statute, and that they want to add it as a new sanction option to the matrix. After discussion, the board agreed that they should look into the matter more before adding it to their matrix because there are certain scenarios where a sublegal harvest might be entirely accidental, and that, for example, there would be no reason to limit someone who had been successfully guiding for a species for 20 years. With nothing left to discuss, the board took a break before moving into executive session to review investigative matters.</p>	
<p><b>Executive Session</b></p>		
<p><b>Brief Discussion: On Record: 3:20 p.m.</b></p>	<p>Returning from break, the board decided to go into executive session to review confidential investigative matters.</p>	
<p><b>Motion:</b></p> <p><b>Off Record: 3:18 p.m.</b></p>	<p>I, Pete Buist, 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 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 Thomas Bay, Janet Brown, and Lee Strout to remain during the session (First: Buist; Second: Bloomquist).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - Yes</p>	<p>Flores - Yes</p>
	<p>Boniek - Yes</p>	<p>Kunder - Yes</p>
	<p>Bloomquist - Yes</p>	<p>Nordlum - Yes</p>
	<p>Bunch - Yes</p>	
<p><b>Brief Discussion: On Record: 4:30 p.m. Off Record: 4:30 p.m.</b></p>	<p>No action was taken during executive session. With nothing left to discuss for the day, the board recessed until the next morning.</p>	
<p style="text-align: center;"><b>Day Two</b></p>		
<p><b>1. Review Agenda</b></p>		
<p><b>Brief Discussion:</b></p>	<p>No discussion to amend the agenda.</p>	
<p><b>Motion:</b></p>	<p>Move to accept the agenda as written (First: Bloomquist; Second: Kunder).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - Yes</p>	<p>Flores - Yes</p>
	<p>Boniek - Yes</p>	<p>Kunder - Yes</p>
	<p>Bloomquist - Yes</p>	<p>Nordlum - Yes</p>
	<p>Bunch - Yes</p>	
<p><b>2. Summary/Motions from Executive Session</b></p>		
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch informed the audience that the board would be voting on investigative matters that were discussed in executive session at the end of day one.</p>	
<p><b>Case No. 2023-0001192</b></p>		

<b>Brief Discussion:</b>	The board considered the consent agreement for Case No. 2023-0001192. An assistant guide harvested a sublegal ram, his second offense. The consent agreement was in accordance with a plea agreement. The reviewing board member recommended a one-year license suspension, \$4,000 fine with \$3,000 suspended, and probation for three years. The assistant guide is restricted from guiding Dall sheep hunts by himself until he provides evidence, via hunt records, of his participation as a packer in four successful guided Dall sheep harvests with another licensed guide present at all times. Mr. Buist said that he was a proponent of the restriction to guide Dall sheep hunts because it is a mentor-type approach.	
<b>Motion:</b>	Move to accept the consent agreement for Case No. 2023-0001192 (First: Buist; Second: Bloomquist).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Case No. 2024-000001</b>		
<b>Brief Discussion:</b>	The board considered the consent agreement for Case No. 2024-000001. A registered guide-outfitter working as an assistant guide harvested a sublegal moose, his second offense. The consent agreement was in accordance with a plea agreement. The reviewing board member recommended a \$6,000 fine with \$4,000 suspended, probation for two years, and a board reprimand. There was no discussion.	
<b>Motion:</b>	Move to approve the consent agreement for Case No. 2024-000001 (First: Buist; Second: Bloomquist).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Case No. 2024-000018</b>		
<b>Brief Discussion:</b>	The board considered the consent agreement for Case No. 2024-000018. An assistant guide was found guilty of a license, tag, or permit violation, and possessed/transported illegally taken game, both misdemeanors. He also failed to disclose information on an application and had a violation of unlawful method and means using a wireless trail camera. The consent agreement was in accordance with a plea agreement. The reviewing board member recommended a five-year suspension of his assistant guide license, with four years stayed, a \$5,000 fine with \$0 suspended, probation for four years upon reinstatement, and a board reprimand. Mr. Bloomquist said that there was a major violation previously with the licensee and another in a different state, which is why the penalties were so steep.	
<b>Motion:</b>	Move to approve the consent agreement for Case No. 2024-000018 (First: Buist; Second: Bloomquist).	



<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	

**Case No. 2024-000207**

**Brief Discussion:** The board considered the consent agreement for Case No. 2024-000207. An assistant guide harvested a sublegal moose. The reviewing board member recommended a \$500 fine, probation for one year, and a board reprimand. There was no discussion.

**Motion:** Move to approve the consent agreement for Case No. 2024-000207 (First: Buist; Second: Bloomquist).

<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	

**Case No. 2022-001145**

**Brief Discussion:** The board considered the consent agreement for Case No. 2022-001145. A registered guide-outfitter turned in six inaccurate hunt records and refused to initially cooperate with the board’s investigator after he was requested to provide nine client hunt contracts, violations of both statute and regulation. The reviewing board member recommended a \$10,000 fine, with \$7,000 suspended, probation for three years, and a board reprimand. Chairman Bunch said that the penalties might seem steep, but refusing to cooperate with the board’s investigator is not something the board takes lightly.

**Motion:** Move to approve the consent agreement for Case No. 2022-001145 (First: Buist; Second: Bloomquist).

<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	

**3. Public Comment**

**Brief Discussion:** Mr. Bay created a list of attendees that wanted to provide public comment. The board began public comment.

**Mark Richards** Mark Richards, Executive Director of the Resident Hunters of Alaska (RHAK), began discussion on the GCP. He said that, after the bill was introduced, he went to Juneau personally and talked to Senator Kaufman about the legality of the bill, asking how they got the language in the bill because it was not the language provided by the Big Game

	<p>Commercial Services Board. He said that Senator Kaufman said it was the language came from the task force and the APHA, and that they were a little upset and rewriting the bill. He said that, during the board’s last winter meeting, each board member said that the GCP should have nothing to do with DNR regulating guides. He said that, at the last GCP meeting, the chairman said that they just needed to get the bill through, no matter if it is run through ADF&amp;G, DNR, or whomever it ends up with. He said that there was a lot of conflicting information that the board had presented, and that the current iteration included the commissioner of ADF&amp;G having the decision-making authority over how many guides would be in each concession area. He said that he was asked by several guides, at the BOG meeting, why RHAK could not support the GCP, and told them that it does not really limit guides. He said that RHAK discussed the possibility of supporting a program that would help, and that they concluded that if it were like the federal concession program it would help avoid the crowding and conflicts in the field, while also reducing the number of nonresident hunters in the field. He said that the senator and his staff had no idea about the formerly proposed GCP through DNR. He said that the current GCP also does not have a fiscal note attached to it, and that when there is one attached to it, the legislature likely will not like the cost. He suggested that the board either limit guide use areas or break current guide use areas into smaller areas. He said that APHA came out last week, on the record, stating that they would never support draw hunts for nonresident sheep hunters because it does not support guide-related businesses. He asked, “How do other guides in the lower 48s survive? How do guides that are currently operating on lands that have draw permits, how do they survive?” In his experience, he said that most of them have other businesses to fall back on. He said that if guides continue to only support a GCP then how do they expect RHAK to ever come to a compromise with them on anything else. Mr. Kunder said that he has only ever heard of RHAK discussing sheep issues and asked Mr. Richards if they supported other species, to which he said yes, they are in support of all species, and that the only reason he kept bringing up sheep is because it was the main reason behind discussion of creating the GCP. Chairman Bunch clarified that, if he said that he did not care who runs the program and that they just needed to get it through, in regard to the GCP being approved through legislation, it was out of context. He said that the workgroup discussed who should run the program and came to the realization that it needed to either be the Division of Corporations, Business and Professional licensing (CBPL) or DNR. After reviewing a draft for both options, and through a law review, it was more appropriate to have DNR run the program, and that the decision was a culmination of everything the workgroup’s efforts. He also wanted to clarify that he had been in pleasant discussions with the legislature, and that they knew the GCP bill needed amended but only had 12 hours to get it filed, so they filed it as it was at the time. With nothing left to discuss the board thanked Mr. Richards for his testimony.</p>
<p><b>Virgil Umphenour</b></p>	<p>Virgil Umphenour, a master guide-outfitter, said that, in response to Mr. Richard’s testimony, he had had served three terms on the Board of Fisheries and not once did anyone of the Board of Game want to go to the Western Association of Fish and Wildlife Agencies (WAFWA), and that the commissioner had him represent both fishing and wildlife in Alaska, due to him being a hunting guide. He said that during his last time attending the WAFWA annual event, he went on a tour of the Deseret Ranch, a 2,000-acre ranch in Utah. He said that the ranch cut back on half of the beef and sheep, did habitat restoration, and focused on guiding. He said that Utah, along with many states have landowner tags, but</p>

	<p>also allow subsistence hunters to hunt substandard animals on their land (not trophy animals) while landowners received all the trophy permits, which is how guides in other states survive. He said that he attended the BOG meeting and that they provided a good presentation on the current state of sheep in Alaska. He said that even with all of the sheep population depressed in the Alaska Range and the Brooks Range and having them required to be sealed, while also meticulously aging them, over half the sheep taken were legal the previous year. He said that this meant that, even with the overcrowding of guides, it is not as blown up as much as RHAK wants you to think.</p> <p>Mr. Umphenour informed the board that there was a massive decline in king salmon and coho salmon returning to the rivers in Alaska and a massive decline in spawning. He brought this up because fish is one of the main sources of food for wolves and bears. He said that, with the decline of fish, the next food source for wolves and bears are calves, so it is going to and likely already is declining the number of animals in the field. He said that the cause is the fish hatcheries in Alaska, which primarily hatch pink salmon and chum salmon. The board thanked Mr. Umphenour for his testimony.</p>
<p><b>Zach Decker</b></p>	<p>Zach Decker, a registered guide-outfitter, began testimony on the proposed regulation requiring a sticker on transporter/guide aircraft and vessels. He said that the sticker should only be for transporters and not for guides, and that it should include all vessels and aircraft. He said that the problem, and reason for the proposed regulation, began with transporters being identified in the field, and that it has now turned into a service-type regulation for all licensees. He said that another problem is the 12-inch numbers that would be required to be put on aircraft/vessels. Who's license numbers would be put on the side of the aircraft/vessels? Would it be the contracting guide? Would it be the assistant guide who's in the field with the client? Would it be the transporter, if one is hired by a contracting guide? Chairman Bunch informed him that the regulation was not complete and that he had made changes regarding the stickers that the board would review later in the meeting. The board thanked Mr. Decker for his testimony.</p>
<p><b>Thor Stacey</b></p>	<p>Thor Stacey provided public comment on behalf of the APHA, in regard to the GCP. He said that APHA first had to grapple with where the program was going to be run. They were excited that the task force was formed with impartial members from various backgrounds and diverse perspectives, including agency members, a BGCSB member, a licensed guide, and a public member, to address the problems on state land. He said that there were a lot of compromises APHA had with the GCP being formed. He said that APHA had hoped that the GCP would be run through ADF&amp;G or DCCED but understood that legally the program was safer in DNR. He said that the second big compromise is that the program is not designed to be statewide. APHA had always wanted a statewide GCP but came to a compromise because of the substantive testimony from guides and public members describing not having problems in their areas, while at the same time other testimony described significant problems in other areas on state land. They saw that the task force heard those diverse viewpoints and looked at creating a program that would target problem areas instead of a blanket implantation on all state land around the state. As for transferability, he said that the APHA could not get behind a program that did not at least have emergency transfer provisions in case of guides having significant health issues or passing away, which includes a transitional period that can be very difficult to deal with. They appreciated that the task force made a recommendation that was legally sound,</p>

<p><b>Off Record: 10:22 a.m.</b></p>	<p>allowing businesses to be sold along with permits for concessions, but that, after the end of the term of the permit, the permit would go back out for bid, providing an equal opportunity for everybody to compete for it. He finished with the topic of entitlement versus stewardship. He said that right now a licensed guide is entitled to access to state land. The APHA has always been very consistent that they support a stewardship approach to access to state land, meaning a guide is incentivized to do the right thing, including not having conflict with substance users, resident hunters, other land users, and that there is some ability for them to lose their land access or not be awarded land access based on a history of compliance. The board thanked Mr. Stacey for his testimony. The board decided to take a break.</p>
<p><b>4. Workgroup Updates/Formation of New Committees</b></p>	
<p><b>Brief Discussion:</b> <b>On Record: 10:44 a.m.</b></p>	<p>Back from break, the board began discussion on current workgroups and the formation of new committees/workgroups.</p>
<p><b>Exams</b></p>	
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that the RGO written exam had been updated. He said that there are a lot of questions on the exam and that the board was thinking about adding an online hunter/safety course with an exit exam as a prerequisite to sit for the RGO written exam, which would allow them to get the exam down to 100 questions. He said that he was still working on the Game Management Unit (GMU) exams, which are a bit outdated. He said that, in his opinion, they should just get rid of the GMU exams completely and require an applicant to have more time in the field within the unit and use hunt records to confirm that days in the field. However, he said that change would require a statute change, which would be difficult. He suggested that they just update the exams now and think about his idea in the future.</p>
<p><b>Transporters</b></p>	
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that the transporter workgroup was almost concluded and that the last discussion needed was the matter earlier discussed in the meeting regarding the addition of <b>12 AAC 75.405. Marking of Aircraft and Vessels Used by Guides and Transporters</b> (the discussion will take place later in this meeting). He updated the board regarding the Kodiak AC Transporter Subcommittee, informing them that the number of transporters in the area had doubled and that they were not respecting the local users there. He said that the subcommittee was following the board's transporter regulation projects and would attend the December 2024 meeting to provide public comment. He said that they had a few problems with the regulation projects. They wanted to make sure that transporters providing overnight services is not segued to just large vessels. They were also likely to provide comment on drop offs on tidelands and below mean high water mark lands.</p>
<p><b>Concession Program</b></p>	
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that Thor Stacey covered the GCP very well during his earlier discussions and that if anybody wanted to learn more about discussions during the meetings, all of the meeting minutes from the task force are on the BGCSB website.</p>
<p><b>Workgroup for Jason Bunch</b></p>	

<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that he would like the board to think about topics that he can help them out with, since he would no longer be on the board after this meeting. He said that he would like to continue with the exams workgroup and that, if the board wanted, he would continue working in some aspect regarding concessions, on behalf of the board. He clarified that he would not make any decisions for the board, but just work as a liaison.</p> <p>Before the board finished with workgroup updates, Mr. Bloomquist reminded the board that he was tasked with working on legislative projects. He said that the board had a number of projects currently in legislation and that the other projects would have to wait. Speaking on legislation, Chairman Bunch said that the board should make survivorship a top priority. With nothing left to discuss, the board moved onto their next agenda item.</p>
---------------------------------	---

**5. Ongoing Task List Review**

**Transporter Information Letter**

<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch reminded the board that they <b>thought</b> their regulations project would be going onto the next stage of the regulations process, <b>public comment</b>, right around this meeting, but they were not ready yet. He also reminded the board that Mike Flores was tasked with writing a transporter information letter entailing the changes that would take place if the regulation projects were adopted as law. He informed the board that the division did not want to send the letter out because of a few reasons. It would cause a lot of transporters to reach out to the division regarding something that may not happen and cause confusion among licensees. Also, the public comment period is there to provide information to all licensees, so the information would already go out to transporters and allow them to provide feedback. Chairman Bunch informed the board that he learned that they could do a 90-day public notice if they wanted to, and attach the letter to the notice, which would provide transporters the amount of time needed to address anything they needed to. He said that he spoke with the division on having a Facebook page and, that at first, they were not interested. He said that he thinks that they can still get it done, that it would be a platform consisting of up-to-date information for the public such as reminders to renew GUAs or providing deadlines, and that comments would be disabled.</p>
---------------------------------	---

**Education Letter for Hunt Planners and Booking Agents**

<p><b>Brief Discussion:</b></p>	<p>The board discussed the issue of hunt planners and booking agents, both of which they do not have legislative authority to regulate. They discussed writing a letter to the Department of Law (LAW), informing them of what is happening and getting advice on what they can do moving forward without being able to regulate them. Chairman Bunch asked the board if they wanted to keep the education letter on the task list, to which they agreed. Mr. Bloomquist said that maybe they should have a meeting with LAW to address the issue, to which the board agreed.</p>
---------------------------------	---

**6. Public Comment**

<p><b>Brief Discussion:</b></p>	<p>Ahead of schedule, Chairman Bunch opened public comment back up for a few people in the room.</p>
---------------------------------	--

<p><b>Chris Zwolinski</b></p>	<p>Christ Zwolinski, a master guide-outfitter, said that he thinks the GCP should be statewide and not doing so is going to cause issues. He said that he thinks that guides should be limited on how many animals they can take because it is a public source, and everybody</p>
-------------------------------	---

	<p>should have access to it. He said that he really liked the idea of putting 12-inch numbers on aircraft because of illegally run outfits in the state, and that it would hold them to the same standard as all other guides. He said that he did not want to get rid of the \$300 annual filing fee because it went into the board's funds, which pays for things such as attorney fees. Chairman Bunch asked him if he was in attendance the previous day, to which he was not, so he informed him of the conversation the board had with Director Sylvan Robb on legislative authority and the ability to spend the money their program has. The board thanked Mr. Zwolinski for his time.</p>
<p><b>Dick Rohrer</b></p> <p><b>Off Record: 11:42 a.m.</b></p>	<p>Dick Rohrer, a master guide-outfitter, said that the big unknown with their budget is how much money is spent on LAW when a case goes to a hearing. He said that, after reviewing the board's fiscal reports over the years, sometimes LAW costs run upwards of \$250,000 and sometimes quite a bit less than that. He asked the board to support the governor's bill, SB225, and HB314, which address these types of fees being paid through other means instead of their budget. The board thanked Mr. Rohrer for his testimony. The board went to lunch.</p>
<p><b>7. Lunch</b></p>	
<p><b>8. Public Comment</b></p>	
<p><b>Brief Discussion:</b></p> <p><b>On Record: 1:31 p.m.</b></p>	<p>Back from lunch, the board began public comment.</p>
<p><b>Coke Wallace</b></p>	<p>Coke Wallace, a master guide-outfitter, mentioned that he was on the GCP and thanked everybody for putting their time and effort into the work group. He specifically thanked Chairman Bunch for all of his work, not only on the GCP, but with the board. He said that it was a grave mistake to term him out of his seat on the board but understood that it was statutorily required and that he needed the break. He said that, regarding the GCP, he thought guides were very cooperative and tried to compromise with RHAK. He said that nonresident hunters pay for more than 80% of the game management in the state and, overall, only take about 11% of the animals, although they do well with sheep hunts. He said that part of the problem with more sheep being taken by nonresidents versus residents is that nonresidents usually spend more time in the field to get the sheep. He gave an example of nonresidents staying out in the field 10-14 days versus a resident staying out in the field 3-4 days. He also said a big problem with the sheep issue is that it is not being managed to the best of the state's ability. He said that he thinks that the GCP should include the entire state but understood that starting in problem areas would be a good start, but that starting in one area would only push guides into the surrounding areas. The board thanked Mr. Wallace for his testimony.</p>
<p><b>Dan Montgomery</b></p> <p><b>Off Record: 1:50 p.m.</b></p>	<p>Dan Montgomery, a master guide-outfitter, said that he did not think the marking of aircraft and vessels was necessary, that it would not make a difference at all, and that it is just another regulation that can easily be violated. He said that guides should be eliminated entirely from the marking of aircraft and vessels because the problem arose from a transporter issue. Mr. Bloomquist asked him, if there was an option between a sticker and 12-inch numbers, what his preference would be, to which he said, if he had to choose, he would choose a sticker. The board thanked Mr. Montgomery for his testimony and took a break.</p>
<p><b>9. Regulations Project Update: 12 AAC 75.405 – Marking of Aircraft and Vessels Used by Guides and Transporters</b></p>	



<p><b>Brief Discussion:</b> <b>On Record: 2:02 p.m.</b></p>	<p>Back from break, the board began discussion on one of the regulation projects within their regulations package, <b>12 AAC 75.405. Marking of Aircraft and Vessels Used by Guides and Transporters</b>. Chairman Bunch informed the board that he did a rewrite of the regulation since they discussed it at their last meeting and provided a copy to the board and put a copy on the projector for the audience. Mr. Bloomquist asked what prompted a rewrite of the already proposed regulation. Chairman Bunch said that there were a lot of questions from the division/regulations specialist that they did not establish answers for in the previous version and that it was lacking detail. The board discussed his recommended amendments to the language drafted at their last meeting. During the discussion, Mr. Boniek challenged the merit of enforcing the marking of aircraft and vessels used by guides and transporters and motioned to remove the regulation project from the regulations package.</p>	
<p><b>Motion:</b></p>	<p>Move to stop discussion on and remove the proposed regulation <b>12 AAC 75.405. Marking of Aircraft and Vessels Used by Guides and Transporters</b> from the regulations package (First: Boniek; Second: Bloomquist).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - No</p>	<p>Flores - No</p>
	<p>Boniek - Yes</p>	<p>Kunder - No</p>
	<p>Bloomquist - No</p>	<p>Nordlum - No</p>
	<p>Bunch - No</p>	
<p><b>Brief Discussion:</b></p>	<p>The board continued discussion on the regulation. During the discussion, Mr. Bloomquist suggested removing the marking of aircraft from the regulation. Mr. Nordlum said that he was not in favor of removing it because there are a lot of small aircraft flying around where he lives and that it comes down to public perception of who is and who is not a transporter. After discussion from the board and a lot of back and forth, Mr. Bloomquist motioned to remove the marking of aircraft from the regulation, specifically <b>12 AAC 75.405(a)</b>.</p>	
<p><b>Motion:</b></p>	<p>Move to remove <b>12 AAC 75.405(a)</b> from the proposed regulation (First: Bloomquist; Second: Kunder).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - No</p>	<p>Flores - No</p>
	<p>Boniek - Yes</p>	<p>Kunder - Yes</p>
	<p>Bloomquist - Yes</p>	<p>Nordlum - No</p>
	<p>Bunch - No</p>	
<p><b>Brief Discussion:</b>  <b>Off Record: 3:33 p.m.</b> <b>On Record: 3:47 p.m.</b></p>	<p>The board continued discussion on the regulation. Referring to subsection (a), Mr. Boniek informed the board that letters on the side of a plane have to be specific sizes, depending on what they are used for. After discussion on subsection (a) and the suggested changes that Chairman Bunch made to the rest of the drafted language, the board decided to amend the drafted language in <b>12 AAC 75.405</b>. The board took a quick break before reading the motion into the record. Back from break, Mr. Bloomquist read the motion into the record.</p>	
<p><b>Motion:</b></p>	<p>Move to amend the drafted language in <b>12 AAC 75.405</b> to remove subsections (c) and (d), and to read as the following:</p>	

- (a) aircraft used by a guide or transporter shall be marked with 12-inch registration numbers. Characters must be formed by solid lines 1/6 as thick as the character is high in accordance with CFR 14. Part 45 Subpart C.
- (b) Any vessel or boat used by a guide or transporter shall be marked with an activity identification decal.
1. Decal must be clearly displayed on each side of the vessel. They do not have to be permanently affixed to the vessel; they can be placed on plexiglass, plywood or metal for easy placement and removal.
  2. For each vessel required to display an identification sticker, a set will be provided by the division, one for each side of the vessel to be placed in an unobstructed location easily visible.
  3. Services provided under registered guide-outfitter statutes require identification decals yellow in color.
  4. Services provided under transporter statutes require identification decals red in color.
  5. Identification decals which become worn or discolored shall be replaced at a fee established by the board through the division.
  6. Decal is not intended to be tracked by vessel therefore, a set of decals can be utilized for multiple vessels or boats.
  7. For a person who possess both a transporter and guide license, the color of decal should be used for whichever is the majority of the overall service being provided.
  8. A temporary printable decal is authorized upon notification of change to the division.

(First: Bloomquist; Second: Kunder)

**Day Three**

**1. Review Agenda**

<b>Brief Discussion:</b>	The board added the following agenda items under Board Business: <ul style="list-style-type: none"> <li>• Wood Bison Report (added to Correspondence)</li> <li>• Liaison for Bear Baiting</li> <li>• FAA presentation</li> <li>• State Park Fees for Transporters</li> </ul>	
<b>Motion:</b>	Move to accept the agenda as amended (First: Bloomquist; Second: Buist).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	

**2. Alaska Wildlife Troopers**



<p><b>Brief Discussion:</b></p> <p><b>Off Record: 9:32 a.m.</b></p>	<p>Major Aaron Frenzel, from the Alaska Wildlife Troopers (AWT), introduced himself. He said that AWT had some recent retirements, and their numbers were a little bit low, but they had recruits coming in. He said that their vacancies were staying about even. He said that some new posts came on within the last year, including Galena. He said that they are looking to get posts in Nome and St. Mary's. He said there are a lot of problems in St. Mary's and surrounding villages because people are operating as licensed transporters and likely acting as registered guide-outfitters. He informed the board that they got a few more helicopters based around the state. Mr. Buist asked if the clientele of the unlicensed transporters were residents or nonresidents, to which Major Frenzel said that quite a few of them had been nonresidents. Mr. Buist asked if they looked into how these people are getting in contact with the unlicensed transporters, to which Major Frenzel said that most are word of mouth, but that some of them had been advertising. Mr. Bloomquist asked if there was a way that the board could get a report from AWT consisting of the convictions they receive, to which he said he could provide them the numbers at the end of the year. Mr. Flores asked what Major Frenzel's opinion was on putting identifiable stickers on the side of skiffs. He replied that the sticker would be helpful, and in a perfect world would be on all boats, including skiffs. Chairman Bunch asked his opinion on having identification numbers on the side of aircraft, to which he said that it would be helpful because it is another way to spot transporters doing more than they are supposed to do, such as scouting, which is outside of their scope or practice. Mr. Flores informed him that they were in the middle of updating the transporter activity report, and asked if they should have more than one line for location of the transport. Major Frenzel said that a secondary location on the TAR could help, but that there has not been much of a problem with how it is written now. With nothing left to discuss, the board thanked Major Frenzel for his time. The board took a break.</p>
<p><b>3. Public Comment</b></p>	
<p><b>Brief Discussion:</b> <b>On Record: 9:59 a.m.</b></p>	<p>Mr. Bay created a list of attendees that wanted to provide public comment. The board began public comment.</p>
<p><b>Michelle Heun</b></p>	<p>Michelle Heun, a transporter, thanked the division for being quick with a request to update the online renewal application. She had tried to renew online but there was not an option for her type of business. She said that, within an hour, she was contacted by the supervisor and the application had been updated. As a previous board member, holding a transporter seat, she said that she had seen the chair move from Henry Tiffany to Jason Bunch, and was excited to see the chair move once again to whomever the board voted. She thanked Chairman Bunch for his time and dedication to the board. The board thanked Ms. Heun for her testimony.</p>
<p><b>Mark Richards</b></p>	<p>Mark Richards, representing RHAK, provided public comment a second time. He said he wanted to speak on behalf of sublegal sheep. In 2022, there were 12 sublegal sheep taken on guides hunts and only three were cited (25% cited). There were 22 taken on nonguided hunts and 13 were cited (59% cited). He reminded the board that someone at the last meeting asked why the public was not seeing all of the sublegal sheep numbers, and just wanted to inform the board that they are not even close to seeing what is going on. He said that, at their AC meeting when AWT testified, they were asked if there was a policy to cite hunters if the curl is close to legal, and they said yes, if annuli is within 1/16 of an inch they generally just give a warning. He said that, if this is what guides are being told, it could</p>

	<p>be causing problems. Mr. Bloomquist asked if he knew why there was such a disproportion between the cited numbers between guided hunts and nonguided hunts, asking if it was really that close on the annuli or if there was favoritism. He responded that a lot of it depends on the district attorney and if they think the case would be prosecuted successfully. He said that the AWT trooper that testified brought up a case where the biologist and the tech disagreed on a sheep, with one saying it was seven years old and one saying it was eight. The judge asked the department if they could definitively tell him if the sheep was seven or eight years old, which they could not without cutting the horn in half, something the defendant did not agree to do. He said that this is an example of how it is tough for DAs to prosecute sheep that teeter on the line of sublegal and legal. He said that the big problem seems to be that a lot of people are only counting annuli for age of sheep. Chairman Bunch said that, if you look at the big picture, with all of the numbers of legal sheep taken versus the sublegal sheep taken in 2022, between seven and eight percent of the total number was sublegal sheep, and about three to four percent of that was from guided hunts. He said that there is always going to be human error and that three to four percent is not really that bad in the grand scheme of things. The board thanked Mr. Richard for his testimony.</p>
<p><b>Dick Rohrer</b></p>	<p>Dick Rohrer, a master guide-outfitter, said that he wanted to put on the record and acknowledge the loss of one of their professional members, Joe Klutsch, who passed away a few weeks prior. He said that the industry is certainly going to miss the historic perspective he always brought to the board and industry. He said that it points out once again the need for consideration of survivorship/emergency regulations from time to time. He said that wanted to point out what happened in Joe Klutsch’s situation. He had hunters booked for bear hunts in Kodiak. The refuge manager was able to reassign his permit within a couple of days, division staff worked to prioritize the necessary permitting that had to take place, and troopers were involved to make sure that the hunters that were booked could come in and hunt while also being adequately serviced. He said that it took about a week to get everything together, and that it included a bunch of Chairman Bunch’s time and commitment to do so. Chairman Bunch informed him that the board is going to prioritize survivorship in legislation and asked him if he would be willing to help the board, to which he said yes. The board thanked Mr. Rohrer for his time.</p>
<p><b>Dan Montgomery</b></p>	<p>Dan Montgomery, a master guide-outfitter, said that during his testimony the day before he had answered a question about whether he would prefer a sticker on his aircraft or numbers. He had originally answered that he would prefer a sticker, but after thinking more about it, said that he would prefer numbers.</p>
<p><b>Zach Decker</b></p>	<p>Zach Decker, a registered guide-outfitter, said that he appreciated the discussion the board had the previous day regarding marking of aircraft/vessels. He said that, like many others, he does not want a sticker on the side of his boat and reiterated that the problem came from not being able to identify transporters in the field, not guides. He said that he hopes the regulation project will get cleaned up when it comes back from public comment. He thanked Chairman Bunch for bringing up the big picture, speaking on the sheep discussion from earlier, when it came to percentages of sublegal sheep from guided hunts versus sublegal sheep from nonguided hunts. He said that you must look at the whole picture, not just pull pieces from it. Chairman Bunch thanked him for that and, speaking on behalf of the bigger picture and after some quick math, informed everyone that only about one</p>

	percent of all licensees are doing something unlawful in a calendar year. The board thanked Mr. Decker for his time.
<b>Henry Tiffany</b>	Henry Tiffany, a master guide-outfitter, said that about 25 years ago there was an issue before the board, and he testified. About a day later he received a phone call from Joe Klutsch thanking him for calling in and testifying. He said that the phone call directed him to be more involved with the industry and at one time chairing the board. He shared the story because he wanted younger guides to get more involved. Speaking on behalf of the sheep issue, he said that he has two rules when guiding sheep. The first is that, and this is for all species, if in doubt, do not direct harvest of the animal. The second is that, if you cannot count to nine annuli, do not direct harvest of the sheep. He provided comment on a few of the proposed regulation projects. He said that he was in support of <b>12 AAC 75.200</b> . He said that he was against the amendment to <b>12 AAC 75.240(a)</b> , which allows a contracting RGO to be able to supervise a hunt while being anywhere in the state. He said that he did not understand why <b>12 AAC 75.240(d)</b> had to be repealed. He said that if they repeal it, then all guides would be required to get into contact with their hunters within 10 days of a hunt, which is the requirement in <b>12 AAC 75.240(c)</b> , or they would get into trouble. He said that <b>12 AAC 75.240(d)</b> was there in case you could not get ahold of your hunters within 10 days and gives you up to 60 days to contact your hunters. The board said that it was an oversight, and they would discuss it later in the meeting. He said that he was in support of the marking of aircraft/vessels. He said that he does not see it hurting anyone and potentially sees it as benefitting many. The board thanked Mr. Tiffany for his time.
<b>Joe Want</b>  <b>Off Record: 11:03 a.m.</b>	Joe Want, a registered guide-outfitter and ADF&G technician, said that, in reference to the sheep discussion earlier, the 1/16 has to do with degree of curl, not inches. He said that even though there had been an increase in sublegal animals, they improved their ability to detect them. He said that if a sheep comes into his office and there is ever a question of whether it is seven or eight years old, it always goes to the runner in his office. He said that some of their records have sheep at 356-degree curl, which is technically sublegal, but it would never be cited, nor should it be. He said there is a story behind some of the numbers discussed earlier, so be careful to take them at face value. He also said that in the last two years, the same uptick of sublegal sheep seen in Alaska was seen in British Columbia. Chairman Bunch said that it would be nice to get Mr. Want at one of their board meetings to do a presentation on sheep. The board thanked Mr. Want for his testimony. The board took a break.
<b>4. GUA Boundary Changes</b>	
<b>Brief Discussion:</b> <b>On Record: 11:22 a.m.</b>	Chairman Bunch informed the board that they received a petition from a guide to amend the GUA boundaries around his current GUAs, to coincide with his federal concession area. He also informed the board that there is a specific regulation, <b>12 AAC 75.265</b> that deals with GUA boundary changes. He read <b>12 AAC 75.265 Guide Use Area Boundary Changes</b> on the record. The regulation requires the board to publish, in a newspaper of general circulation, a notice soliciting petitions to propose amendments to GUAs at least 90 days before the date of a board meeting at which GUA boundary changes are proposed. If the board proposes to amend GUA boundaries after the meeting, during the public comment period they must mail notices to all registered guide-outfitters with a valid license who are registered for GUAs the boundaries of which are proposed for amendment, as well as DNR,

	<p>ADF&amp;G, and DPS. In addition to the petition, he informed the audience that one of their previous boards had discussions about combining GUA 25-03A and 25-03B into a singular GUA, 25-03, but that they could not find the official change in the meeting minutes, so they would likely be proposing to add them together during the GUA boundary change meeting. After discussion, the board approved to have a meeting on July 18, 2024, to discuss GUA boundary changes. With nothing left to discuss, the board moved onto their next agenda item.</p>	
<b>5. Board Business</b>		
<b>Wood Bison Report</b>		
<b>Brief Discussion:</b>	<p>Pete Buist, the board’s liaison for the Wood Bison Reintroduction Planning Team, provided an update for the board. He said that there was a plan to reintroduce 40 yearlings in Minto Flats, but that it was met acrimoniously. He said that they narrowed down where the bison would initially be put, closer South of the Tanana River and closer to the Kantishna River. While that is a good spot to start, he said that they <b>do not</b> likely stay where you put them, so they are likely to move. Chairman Bunch asked if he was willing to stay on the board as a liaison to the board, which he said he would if a board member accompanied him.</p>	
<b>12 AAC 75.240(c)</b>		
<b>Brief Discussion:</b>	<p>Based off an earlier discussion regarding <b>12 AAC 75.240(d)</b> being repealed, the board decided to amend the drafted language in <b>12 AAC 75.240(c)</b> to include certain language from <b>12 AAC 75.240(d)</b>, to still require a contracting RGO to write to their client within 60 days to evaluate the performance of their guides and themselves, if the attempt to verbally communicate with the client is unsuccessful.</p>	
<b>Motion:</b>	<p>Move to amend the drafted language in <b>12 AAC 75.240(c)</b> to read as the following:</p> <ul style="list-style-type: none"> <li>• (c) To comply with (b) of this section, the contracting registered guide-outfitter shall [VERBALLY] communicate, [BY TELEPHONE OR RADIO, OR IN PERSON,] with the client and the assistant guide, class-A assistant guide, or registered guide-outfitter involved in the hunt, separately or together, at least once within 10 days after the conclusion of the hunt. The contracting registered guide-outfitter shall obtain the necessary information to evaluate the performance of the assistant guide, the class-A assistant guide, or registered guide-outfitter and determine whether the big game hunting services were provided safely, in accordance with state and federal law, and to the satisfaction of the client. <b><u>If the attempt to communicate with the client is unsuccessful, the contracting registered guide-outfitter shall write to the client and request the necessary information to evaluate the performance of the assistant guide, the class-A assistant guide, or registered guide-outfitter. The contracting registered guide-outfitter shall write to the client within 60 days after the conclusion of the hunt.</u></b></li> </ul> <p>(First: Bloomquist; Second: Boniek)</p>	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes

	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Liaison for Bear Baiting</b>		
<b>Brief Discussion:</b>	After discussion, the board appointed Mr. Bloomquist and Mr. Buist as liaisons to DNR for bear baiting discussions.	
<b>Motion:</b>	Move to approve Aaron Bloomquist and Pete Buist as liaisons to DNR for bear baiting discussions (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Correspondence: Days in Field for RGO License</b>		
<b>Brief Discussion:</b>	Mr. Bloomquist informed the board that they received a letter from a class-A assistant guide who had challenged how the board counts days in the field, as it pertains to the RGO application requirement to have participated in contracted hunts for 125 days. Chairman Bunch said that the board has always counted the "FROM" and "TO" dates on submitted hunt records for when a client was in the field. Mr. Bloomquist said that using hunt records is the only viable way to confirm that an assistant guide actually has 125 days in the field. He said that the alternative would be an affidavit attesting to having the 125 days, however, he said that leaves room for people to lie on the application and possibly not having the experience they should have. Mr. Kunder said that assistant guides should get an extra two days for each hunt, with one being on the front end and the other being on the backend, because they are out in the field putting camp together and taking it down before and after the client is in the field. Chairman Bunch and Mr. Bloomquist disagreed because they think that the days in the field should be guiding experience. Chairman Bunch said that there is no better way to get the experience of guiding than to have the hands-on experience with a client and that they should continue to count days in the field they way they have been doing it. After discussion, the board agreed to have Chairman Bunch write a position statement on the topic that would be approved later at this meeting. The board went to lunch.	
<b>Off Record: 12:21 p.m.</b>		
<b>6. Lunch</b>		
<b>7. Board Business (continued)</b>		
<b>FAA Presentation</b>		
<b>Brief Discussion:</b> <b>On Record: 1:34 p.m.</b>	Back from lunch, the board continued discussion on Board Business. Mr. Boniek, the board's aviation transporter, provided a presentation on the FAA rules and how they apply to flight operations of guides and transporters. He said that a guide contacted the division to see if a lodge could do transporting for him. For informational purposes, he did an overview of what guides and transporters should understand before providing aviation services. He provided a document from the FAA in Anchorage where the subject of the	

	<p>document was 'Alaska Guide Pilots.' In summary, the document says that Congress passed a resolution in 2000 that established operating rules for Alaska guide pilots, and that, historically, the enforcement policy considered flights made by pilots and guides as <b>incidental</b> to their underlying hunting, guiding, or fishing business, where lodging was also provided. In 2020, Congress intervened due to litigation concerning long-term enforcement policies in Alaska and directed the FAA should not regulate lodge and guide operations under Part 135 if those operation meet specific criteria listed in the document. The recommended action is for pilots in command to evaluate their operations considering the statutory and regulatory framework outlined in the document, and that operators and pilots are encouraged to familiarize themselves with the regulatory requirements of Parts 119 and 135 to ensure compliance. Mr. Boniek said that '<b>incidental</b>' is the key word in the document. To answer the inquiry from the guide who reached out to the division, when asked if whether a lodge could do transporting for a guide's clients, the answer is no, because hauling his customers is not incidental to the lodge's business, unless the lodge owner was also a transporter or was an air taxi that <b>did not charge more than the usual tariff or charter rate for the carriage of big game hunters, their equipment, or big game animals harvested by hunters, per AS 08.54.790(12)(B)(i).</b></p>
--	--

**State Park Fees for Transporters**

<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch informed the board that state parks used to handle transporters, that were dropping clients off on state park land, while providing overnight accommodations while anchored, like water taxis, charging a daily fee per client. They recently changed their fee schedule to include these types of transporters and would charge them the same amount, per client (\$300), as they charge for clients of registered guide-outfitters that sleep on the actual land. He said that it was brought to his attention and that he put a lot of thought into it, ultimately coming to the decision that he does not think that it is in the purview of the board to fight for fee schedules. He said that transporters are welcome to collectively get together and have a sit down with the state parks and articulate their position, but it is not the board's responsibility. However, he said that state parks are referring to transporters as transporter-outfitters, which he was not happy with. He said that outfitters cannot outfit and informed the board that he wrote them a letter advising them that their language conflicts with the board's statutes/regulations. He said that he did not take a stance on the topic and that the letter was just informational.</p>
---------------------------------	--

**Website Changes, Updated GUA Maps, Delete Assistant Guide Schools Information**

<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch reminded the board that there was outdated assistant guide schools information on the board's website and that it was going to be taken off.</p> <p>Mr. Bay and Chairman Bunch went over the process of signing up for a MY LICENSE account. Chairman Bunch shared his screen and showed everyone what it looks like from a licensee's point of view. Mr. Bay did a walkthrough of what is available to licensees in their MY LICENSE account, explaining that the 'Events' section includes all documents in their licensing files, including hunt records/transporter activity reports, copies of their licenses that they can print off at any time, the ability to upload documents, seeing what documents are incomplete or missing, the ability to pay for certain things online with a credit card, etc. He also informed them that they can change their contact information at any time, such as updating their address, using the 'Actions' section in the blue box on the</p>
---------------------------------	--



<p><b>Off Record: 2:33 p.m.</b></p>	<p>top right. He also said that they have the ability initiate a new filing, which essentially creates a new even within their ‘Events’ section. The filings available at the time of the demonstration included the ability to file misplaced or lost hunt records, request additional hunt records/transporter activity reports, and the ability to upload hunt records/transporter activity reports.</p> <p>For informational purposes, Chairman Bunch showed the audience where to find the supplemental GUA maps on the website. The board took a break.</p>	
<p><b>8. Business as Needed</b></p>		
<p><b>Brief Discussion:</b></p>	<p>Chairman Bunch said that the renewal application did not have a spot on it for non-navigable water transporters, which held up a license to renew. After receiving an email from the USCG stating that the transporter in question, Deadhorse Outfitters, LLC, is not required to have an MMC or a “six-pack” license because he is operating in non-navigable waters, the board approved the renewal of the license. Mr. Bay said that he would update the application moving forward, to include a spot on it for non-navigable water transporters.</p>	
<p><b>Motion:</b></p>	<p>Move to approve the renewal of Deadhorse Outfitters, license #157934 (First: Bloomquist; Second: Kunder).</p>	
<p><b>Recorded Votes:</b></p>	<p>Buist - Yes</p>	<p>Flores - Yes</p>
	<p>Boniek - Yes</p>	<p>Kunder - Yes</p>
	<p>Bloomquist - Yes</p>	<p>Nordlum - Yes</p>
	<p>Bunch - Yes</p>	
<p><b>9. Task List</b></p>		
<p><b>Brief Discussion:</b></p>	<p>The board discussed and created the following task list from the board meeting:</p> <ol style="list-style-type: none"> <li>1. Change application wording (Bay/Brown/Bloomquist)</li> <li>2. Breaking out PFQs in applications (Bay)</li> <li>3. Annual Report (Bloomquist) <ol style="list-style-type: none"> <li>a. Funding for one board member to attend Board of Game Meetings annually</li> </ol> </li> <li>4. Letter from board in support of GCP (Bunch) and SB 225/HB 314 (Bloomquist)</li> <li>5. Review panel for INV board reviews (Bloomquist/Strout)</li> <li>6. Position statement for days in field (Bunch)</li> <li>7. Begin the process of survivorship on their own (Bunch/Rohrer)</li> <li>8. Coordinating a response with the FAA (Boniek) and update website (Bay)</li> <li>9. Meeting minutes (Bay)</li> <li>10. Bear baiting liaisons with DNR (Bloomquist/Buist)</li> <li>11. INV matters (Strout)</li> <li>12. Matrix review (Bloomquist)</li> <li>13. Regulations/FAQ Sheets (Bay/Board)</li> <li>14. GUA boundary changes meeting on 07/18/24 (Bay)</li> <li>15. Exam Workgroup (Bunch)</li> </ol>	

	16. Education letter for hunt planners and booking agents (Bloomquist) 17. Renew Deadhorse Outfitters, LLC (Bay/Brown) 18. December meeting in Kodiak 12/10-12/24 (Bay)	
	The board motioned to do several of the items on the task list.	
<b>Motion:</b>	Move to approve Jason bunch writing a letter supporting the Guide Concession Program (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - No	Flores - Yes
	Boniek – Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Motion:</b>	Move to approve Aaron Bloomquist writing a letter in support of SB225/HB314 (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Motion:</b>	Move to approve Jason bunch writing a position statement on behalf of the board regarding days in the field, as related to the registered guide-outfitter requirement to have participated in contracted hunts for 125 days (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Motion:</b>	Move to appoint Jason bunch to the existing exams workgroup (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Motion:</b>	Move to approve funding for one board member to attend Board of Game meeting annually (First: Bloomquist; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes



	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>10. Administrative Business</b>		
<b>December Meeting</b>		
<b>Brief Discussion:</b>	After discussion, the board decided to have their meeting in Kodiak from December 10 <sup>th</sup> -12 <sup>th</sup> , 2024.	
<b>Chairman/Vice Chairman</b>		
<b>Brief Discussion:</b>	Chairman Bunch was terming out at the end of this meeting. The board discussed a possible replacement for the chairman position and the addition of a vice chairman. Mr. Boniek nominated Aaron Bloomquist as the new chairman and Mike Flores as the new vice chairman. Chairman Bunch said that Mr. Bloomquist is an appropriate nomination because he has been amazing since he joined the board, has followed the board for a very long time, knows most of the licensees, understands the nuances of state government, and did not see why he would not be a good replacement. Mr. Boniek told Mr. Bloomquist to not worry about the workload and to spread it out as needed. With nothing left to discuss, the board decided to appoint Aaron Bloomquist as the new chairman.	
<b>Motion:</b>	Move to appoint Aaron Bloomquist as the board's new chairman. (First: Bunch; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Brief Discussion:</b>	Mr. Boniek said that Mr. Flores would be a good vice chair because he has a lot of experience with boards, subcommittees, workgroups, task forces, etc. He also said that it will be beneficial to have a transporter alongside a registered guide-outfitter to run the board. With nothing left to discuss, the board appointed Mike Flores as the board's new vice chairman.	
<b>Motion:</b>	Move to appoint Mike Flores as the board's new vice chairman. (First: Bunch; Second: Kunder).	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>Brief Discussion:</b>	As the previous chair for the board, Henry Tiffany provided a heartfelt speech to the exiting chair, Jason Bunch, acknowledging the time, effort, dedication, and hours he dedicated to the board and industry. He said that the board, the state, the resources, and the industry are better off because of his leadership, setting a very high bar that he hopes all future chairmen can attain or pass. Mr. Buist motioned to pass a board resolution.	

<b>Motion:</b>	<p>Move to pass the following resolution:</p> <ul style="list-style-type: none"> <li>Whereas Jason Bunch of Kodiak, Alaska, thankfully served on the board since March 2018, most lately as chairman, and, whereas Jason has served with enthusiasm and distinction, and, whereas Jason dedicated literally thousands of hours without any monetary compensation to board projects and workgroups. Therefore, be it resolved that the Big Game Commercial Services Board meeting in Fairbanks, this 28<sup>th</sup> day of March 2024, sincerely thanks Jason Bunch for his time and incredible dedication on behalf of the State of Alaska and the outfitting, guiding, and transporting industry.</li> </ul> <p>(First: Buist; Second: Bloomquist).</p>	
<b>Recorded Votes:</b>	Buist - Yes	Flores - Yes
	Boniek - Yes	Kunder - Yes
	Bloomquist - Yes	Nordlum - Yes
	Bunch - Yes	
<b>11. Adjourn</b>		
<b>Brief Discussion:</b>	<p>Chairman Bloomquist said that it was going to be impossible to fill Mr. Bunch's shoes, and that it would be impossible for anybody to do so because he worked above and beyond what was expected of him. He said that, while he will do his best to run the board, do not expect the same amount of work out of him.</p> <p>Chairman Bloomquist ended the meeting with a quick story about Joe Klutsch, the master guide-outfitter discussed earlier in the meeting that recently passed away. He said that in his earlier days as a guide he kind of idolized Mr. Klutsch, who was known as one of the giants of the industry. At that time, he said he was nominated for a seat on the APHA board, and that it was the only time he had ever seen someone speak against a nominee, which is exactly what Mr. Klutsch did when he was up for nomination. He had no idea why. A few months later at the sheep show, he went to talk to him. Mr. Klutsch pulled out a signed letter from the chairman of the Anchorage AC, who he (Bloomquist) was at the time, in favor of removing the guide required for brown bears requirement in predator control areas. He was very angry about the situation. Chairman Bloomquist looked at Mr. Klutsch and asked him if he had ever signed anything he did not vote for as chairman. Having been a chairman before, Mr. Klutsch apologized profusely, and they had a good relationship moving forward.</p> <p>Having nothing left to discuss, the board adjourned.</p>	
<b>Adjourn:</b>	4:15 p.m.	

Date Final Minutes Approved by the Board: <input type="checkbox"/> Meeting <input type="checkbox"/> OnBoard	
--	--

**From:** [Anderson, Jason - FS, AK](#)  
**To:** [Bay, Thomas L \(CED\)](#)  
**Subject:** Upcoming Meeting Update  
**Date:** Wednesday, November 27, 2024 11:46:50 AM  
**Attachments:** [Outlook-Forest Ser.png](#)  
[Outlook-USDA Logo.png](#)  
[Outlook-Forest Ser.png](#)  
[Outlook-USDA Faceb.png](#)

---

**CAUTION:** This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Thomas,

Regarding your request last week, you had asked me about any specific content we'd offer during our usual Agency update.

According to our team leader, the main update is that we're still moving forward with advertising a big game hunting prospectus, for a limited number of hunts on the Ketchikan, Sitka and Juneau Ranger Districts. Our timeline has shifted a bit and we're likely going to advertise in January/February.

If you'd like one of us to come on the call and share, I am certainly happy to do so (or find someone who can). Or you can just add that update to the agenda, and we'll catch you at the next meeting.



**Jason C. Anderson**  
Recreation, Lands, Minerals, Heritage, Wilderness

**Forest Service**  
**Tongass National Forest**

p: 907-772-5857

c: 907-723-7064

f: 907-772-5895

[jasonanderson@fs.fed.us](mailto:jasonanderson@fs.fed.us)

P.O. Box 309  
123 Scow Bay Loop Road  
Petersburg, AK 99833

[www.fs.fed.us](http://www.fs.fed.us)



**Caring for the land and serving people**

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.

DRAFT





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

Summary of All Professional Licensing  
Schedule of Revenues and Expenditures

	FY 18	FY 19	Biennium	FY 20	FY 21	Biennium	FY 22	FY 23	Biennium	FY 24
<b>Big Game Commercial Services Board, Guide-Outfitters</b>										
<b>Revenue</b>										
Revenue from License Fees	\$ 1,122,760	\$ 405,090	\$ 1,527,850	\$ 1,061,930	\$ 458,520	\$ 1,520,450	\$ 1,193,160	\$ 314,340	\$ 1,507,500	\$ 1,097,850
General Fund Received	-	-	-	-	-	-	\$ 27,909	\$ 5,342	\$ 33,251	\$ 800
Allowable Third Party Reimbursements	-	-	-	-	-	-	-	-	-	-
<b>TOTAL REVENUE</b>	<b>\$ 1,122,760</b>	<b>\$ 405,090</b>	<b>\$ 1,527,850</b>	<b>\$ 1,061,930</b>	<b>\$ 458,520</b>	<b>\$ 1,520,450</b>	<b>\$ 1,221,069</b>	<b>\$ 319,682</b>	<b>\$ 1,540,751</b>	<b>\$ 1,098,650</b>
<b>Expenditures</b>										
Non Investigation Expenditures										
1000 - Personal Services	103,082	85,533	188,615	116,391	128,509	244,900	191,468	153,104	344,572	215,670
2000 - Travel	10,047	10,107	20,154	9,328	3,751	13,079	12,731	11,843	24,574	18,902
3000 - Services	35,454	28,371	63,825	50,200	23,671	73,871	20,872	16,907	37,779	15,256
4000 - Commodities	3,092	2,560	5,652	41	165	206	2,283	2,108	4,391	886
5000 - Capital Outlay	-	-	-	-	-	-	-	-	-	-
Total Non-Investigation Expenditures	151,675	126,571	278,246	175,960	156,096	332,056	227,354	183,962	411,316	250,714
Investigation Expenditures										
1000-Personal Services	118,456	146,016	264,472	150,184	148,053	298,237	165,989	169,735	335,724	171,967
2000 - Travel	-	-	-	1,099	-	1,099	-	996	996	975
3023 - Expert Witness	-	-	-	-	2,981	2,981	-	-	-	-
3088 - Inter-Agency Legal	101,433	167,574	269,007	46,637	59,243	105,880	8,084	25,718	33,802	8,731
3094 - Inter-Agency Hearing/Mediation	7,138	69,542	76,680	20,485	38,084	58,569	4,140	7,387	11,527	1,147
3000 - Services other	-	1,524	1,524	1,730	612	2,342	3,969	345	4,314	567
4000 - Commodities	227,027	270	270	49	300	349	54	-	54	-
Total Investigation Expenditures	378,702	511,497	890,199	220,184	249,273	469,457	182,236	204,182	386,417	183,387
<b>Total Direct Expenditures</b>	<b>\$ 530,377</b>	<b>\$ 638,068</b>	<b>\$ 1,168,445</b>	<b>\$ 396,144</b>	<b>\$ 405,369</b>	<b>\$ 801,513</b>	<b>\$ 409,590</b>	<b>\$ 388,144</b>	<b>\$ 797,733</b>	<b>\$ 434,101</b>
Indirect Expenditures										
Internal Administrative Costs	69,514	65,321	134,835	70,156	59,162	129,318	66,247	68,383	134,630	72,429
Departmental Costs	48,099	47,629	95,728	39,754	37,509	77,263	48,863	39,472	88,335	56,561
Statewide Costs	24,759	24,123	48,882	35,119	37,959	73,078	44,929	35,108	80,037	37,517
<b>Total Indirect Expenditures</b>	<b>\$ 142,372</b>	<b>\$ 137,073</b>	<b>\$ 279,445</b>	<b>\$ 145,029</b>	<b>\$ 134,630</b>	<b>\$ 279,659</b>	<b>\$ 160,039</b>	<b>\$ 142,963</b>	<b>\$ 303,002</b>	<b>\$ 166,507</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 672,749</b>	<b>\$ 775,141</b>	<b>\$ 1,447,890</b>	<b>\$ 541,173</b>	<b>\$ 539,999</b>	<b>\$ 1,081,172</b>	<b>\$ 569,629</b>	<b>\$ 531,107</b>	<b>\$ 1,100,735</b>	<b>\$ 600,608</b>
<b>Cumulative Surplus (Deficit)</b>										
Beginning Cumulative Surplus (Deficit)										
Annual Increase/(Decrease)	\$ (508,729)	\$ 92,957	\$ 72,128	\$ (150,523)	\$ 370,234	\$ 420,286	\$ 288,755	\$ 940,195	\$ 728,770	\$ 728,770
Ending Cumulative Surplus (Deficit)	\$ 601,686	\$ (243,480)	\$ (171,352)	\$ 370,757	\$ (81,479)	\$ 248,808	\$ 651,440	\$ (211,425)	\$ 498,042	\$ 498,042
	\$ 92,957	\$ (150,523)	\$ 72,128	\$ 370,234	\$ 288,755	\$ 420,286	\$ 940,195	\$ 728,770	\$ 1,226,812	\$ 1,226,812
<b>Statistical Information</b>										
Number of Licenses for Indirect calculation	1,730	1,467		1,624	1,446		1,635	1,521		1,746
<b>Additional information:</b>										
<ul style="list-style-type: none"> <li>General fund dollars were received in FY21-FY23 to offset increases in personal services and help prevent programs from going into deficit or increase fees.</li> <li>Most recent fee change: Fee reduction FY24</li> <li>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.</li> </ul>										

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

Summary of All Professional Licensing  
Schedule of Revenues and Expenditures

Appropriation Name (Ex)	(All)	Object Type Name (Ex)	1000 - Personal Services	2000 - Travel	3000 - Services	4000 - Commodities	Grand Total
Sub Unit	(All)						
PL Task Code	GUI1						
<b>Sum of Budgetary Expenditures</b>							
Object Name (Ex)							
1011 - Regular Compensation			201,004.26				201,004.26
1014 - Overtime			5,350.61				5,350.61
1016 - Other Premium Pay			740.26				740.26
1021 - Allowances to Employees			301.28				301.28
1023 - Leave Taken			31,802.54				31,802.54
1028 - Alaska Supplemental Benefit			14,647.33				14,647.33
1029 - Public Employee's Retirement System Defined Benefits			40,822.49				40,822.49
1030 - Public Employee's Retirement System Defined Contribution			3,875.78				3,875.78
1034 - Public Employee's Retirement System Defined Cont Health Reim			2,219.24				2,219.24
1035 - Public Employee's Retirement Sys Defined Cont Retiree Medical			736.61				736.61
1037 - Public Employee's Retirement Sys Defined Benefit Unfnd Liab			11,536.21				11,536.21
1040 - Group Health Insurance			59,856.79				59,856.79
1041 - Basic Life and Travel			23.42				23.42
1042 - Worker's Compensation Insurance			1,342.41				1,342.41
1047 - Leave Cash in Employer Charge			5,372.82				5,372.82
1048 - Terminal Leave Employer Charge			3,720.93				3,720.93
1053 - Medicare Tax			3,395.53				3,395.53
1077 - ASEA Legal Trust			212.46				212.46
1079 - ASEA Injury Leave Usage			16.99				16.99
1080 - SU Legal Trst			16.88				16.88
1970 - Personal Services Transfer			642.75				642.75
2000 - In-State Employee Airfare							
2001 - In-State Employee Surface Transportation				1,902.92			1,902.92
2002 - In-State Employee Lodging				287.66			287.66
2003 - In-State Employee Meals and Incidentals				2,114.96			2,114.96
2005 - In-State Non-Employee Airfare				1,200.00			1,200.00
2007 - In-State Non-Employee Lodging				3,314.29			3,314.29
2008 - In-State Non-Employee Meals and Incidentals				7,539.05			7,539.05
2009 - In-State Non-Employee Taxable Per Diem				3,181.95			3,181.95
2010 - In-State Non-Employee Non-Taxable Reimbursement				96.00			96.00
3035 - Long Distance				239.73	90.40		239.73
3036 - Local/Equipment Charges					86.43		86.43
3044 - Courier					32.73		32.73
3045 - Postage					545.83		545.83
3046 - Advertising					1,150.81		1,150.81
3057 - Structure, Infrastructure and Land - Rentals/Leases					7,037.50		7,037.50
3085 - Inter-Agency Mail					4,440.35		4,440.35
3088 - Inter-Agency Legal					11,169.73		11,169.73
3094 - Inter-Agency Hearing/Mediation					1,146.60		1,146.60
3970 - Contractual Transfer							
4002 - Business Supplies						886.00	886.00
<b>Grand Total</b>			<b>387,637.59</b>	<b>19,876.56</b>	<b>25,700.38</b>	<b>886.00</b>	<b>434,100.53</b>



Task Code	Direct Revenues		General Fund Received		3rd Party Reimbursement		Total Revenues		Direct Expense		Percentage of board licenses/total licensees:		Department certified transactions % by Fiscal Revenue \$		Indirect Expense (Total Non-PCN Allocated)		Percentage of program direct Personal Services:		Total Indirect Expenses		Total Expenses	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$
	ACU1	\$ 5,359	\$ -	\$ -	\$ -	\$ 5,359	\$ 6,651	\$ 2,954	\$ 416	\$ 3,370	\$ 1,864	\$ 5,234	\$ 3,370	\$ 1,864	\$ 5,234	\$ 3,370	\$ 1,864	\$ 5,234	\$ 3,370	\$ 1,864	\$ 5,234	\$ 3,370
	AEL1	\$ 971,065	\$ 466	\$ 4,427	\$ 975,958	\$ 337,247	\$ 202,200	\$ 3,681	\$ 205,881	\$ 84,564	\$ 290,445	\$ 202,200	\$ 3,681	\$ 84,564	\$ 290,445	\$ 205,881	\$ 84,564	\$ 290,445	\$ 205,881	\$ 84,564	\$ 290,445	\$ 205,881
	ATH1	\$ 5,900	\$ -	\$ -	\$ 5,900	\$ 1,642	\$ 2,101	\$ 1,840	\$ 261	\$ 2,538	\$ 437	\$ 2,538	\$ 2,101	\$ 437	\$ 2,538	\$ 2,101	\$ 437	\$ 2,538	\$ 2,101	\$ 437	\$ 2,538	\$ 2,101
hologists	AUD1	\$ 55,607	\$ 958	\$ -	\$ 55,607	\$ 41,069	\$ 26,976	\$ 1,880	\$ 28,856	\$ 12,458	\$ 41,314	\$ 26,976	\$ 1,880	\$ 12,458	\$ 41,314	\$ 28,856	\$ 12,458	\$ 41,314	\$ 28,856	\$ 12,458	\$ 41,314	\$ 28,856
	BAH1	\$ 1,146,245	\$ -	\$ -	\$ 1,146,245	\$ 364,706	\$ 195,618	\$ 4,252	\$ 199,870	\$ 99,546	\$ 299,416	\$ 195,618	\$ 4,252	\$ 99,546	\$ 299,416	\$ 199,870	\$ 99,546	\$ 299,416	\$ 199,870	\$ 99,546	\$ 299,416	\$ 199,870
	BEV1	\$ 4,892	\$ -	\$ -	\$ 4,892	\$ 8,861	\$ 3,161	\$ 799	\$ 3,960	\$ 2,422	\$ 6,382	\$ 3,161	\$ 799	\$ 2,422	\$ 6,382	\$ 3,960	\$ 2,422	\$ 6,382	\$ 3,960	\$ 2,422	\$ 6,382	\$ 3,960
	CH1	\$ 22,988	\$ 4,957	\$ -	\$ 27,945	\$ 194,286	\$ 8,500	\$ 970	\$ 9,470	\$ 37,466	\$ 46,936	\$ 8,500	\$ 970	\$ 37,466	\$ 46,936	\$ 9,470	\$ 37,466	\$ 46,936	\$ 9,470	\$ 37,466	\$ 46,936	\$ 9,470
	COA1	\$ 48,065	\$ -	\$ -	\$ 48,065	\$ 11,743	\$ 18,476	\$ 1,072	\$ 19,548	\$ 19,548	\$ 22,895	\$ 18,476	\$ 1,072	\$ 19,548	\$ 22,895	\$ 19,548	\$ 18,476	\$ 22,895	\$ 19,548	\$ 18,476	\$ 22,895	\$ 19,548
	CPR1	\$ 2,513	\$ -	\$ -	\$ 2,513	\$ 44	\$ 622	\$ 139	\$ 774	\$ 13	\$ 774	\$ 622	\$ 139	\$ 774	\$ 13	\$ 774	\$ 622	\$ 139	\$ 774	\$ 13	\$ 774	\$ 13
	CON1	\$ 413,740	\$ 255	\$ -	\$ 413,995	\$ 607,170	\$ 228,891	\$ 4,012	\$ 232,903	\$ 333,943	\$ 101,040	\$ 228,891	\$ 4,012	\$ 101,040	\$ 333,943	\$ 232,903	\$ 101,040	\$ 333,943	\$ 232,903	\$ 101,040	\$ 333,943	\$ 232,903
	HIN1	\$ 20,180	\$ -	\$ -	\$ 20,180	\$ 19,253	\$ 3,006	\$ 840	\$ 3,846	\$ 2,281	\$ 9,692	\$ 3,006	\$ 840	\$ 2,281	\$ 9,692	\$ 3,846	\$ 2,281	\$ 9,692	\$ 3,846	\$ 2,281	\$ 9,692	\$ 3,846
	DEN1	\$ 206,952	\$ 2,075	\$ -	\$ 209,027	\$ 350,066	\$ 60,378	\$ 3,946	\$ 64,324	\$ 92,699	\$ 157,023	\$ 60,378	\$ 3,946	\$ 64,324	\$ 92,699	\$ 64,324	\$ 92,699	\$ 64,324	\$ 92,699	\$ 64,324	\$ 92,699	\$ 64,324
	DTN1	\$ 28,075	\$ -	\$ -	\$ 28,075	\$ 24,885	\$ 12,283	\$ 1,301	\$ 13,584	\$ 7,561	\$ 21,145	\$ 12,283	\$ 1,301	\$ 13,584	\$ 21,145	\$ 13,584	\$ 12,283	\$ 21,145	\$ 13,584	\$ 12,283	\$ 21,145	\$ 13,584
	MID1	\$ 12,949	\$ 914	\$ -	\$ 13,863	\$ 24,961	\$ 1,140	\$ 546	\$ 1,686	\$ 1,582	\$ 3,268	\$ 1,140	\$ 546	\$ 1,686	\$ 3,268	\$ 1,686	\$ 1,582	\$ 3,268	\$ 1,686	\$ 1,582	\$ 3,268	\$ 1,686
	DOP1	\$ 9,500	\$ -	\$ -	\$ 9,500	\$ 24,239	\$ 4,353	\$ 958	\$ 5,311	\$ 12,672	\$ 12,672	\$ 4,353	\$ 958	\$ 5,311	\$ 12,672	\$ 5,311	\$ 7,361	\$ 12,672	\$ 5,311	\$ 7,361	\$ 12,672	\$ 5,311
	EAD1	\$ 164,215	\$ -	\$ -	\$ 164,215	\$ 96,254	\$ 25,058	\$ 2,202	\$ 27,260	\$ 46,081	\$ 14,821	\$ 25,058	\$ 2,202	\$ 27,260	\$ 46,081	\$ 27,260	\$ 18,821	\$ 46,081	\$ 27,260	\$ 18,821	\$ 46,081	\$ 27,260
	EUT1	\$ 300	\$ -	\$ -	\$ 300	\$ 488	\$ 363	\$ 37	\$ 400	\$ 148	\$ 548	\$ 363	\$ 37	\$ 400	\$ 548	\$ 400	\$ 148	\$ 548	\$ 400	\$ 148	\$ 548	\$ 400
	GEO1	\$ 350	\$ -	\$ -	\$ 350	\$ 991	\$ 285	\$ 342	\$ 627	\$ 298	\$ 925	\$ 285	\$ 342	\$ 627	\$ 925	\$ 627	\$ 298	\$ 925	\$ 627	\$ 298	\$ 925	\$ 627
	GCO1	\$ 4,977	\$ -	\$ -	\$ 4,977	\$ 6,758	\$ 622	\$ 326	\$ 948	\$ 1,933	\$ 2,881	\$ 622	\$ 326	\$ 948	\$ 2,881	\$ 948	\$ 1,933	\$ 2,881	\$ 948	\$ 1,933	\$ 2,881	\$ 948
	GUI1	\$ 1,097,850	\$ 800	\$ -	\$ 1,098,650	\$ 434,101	\$ 45,244	\$ 3,449	\$ 48,693	\$ 117,814	\$ 166,507	\$ 45,244	\$ 3,449	\$ 48,693	\$ 117,814	\$ 48,693	\$ 117,814	\$ 166,507	\$ 48,693	\$ 117,814	\$ 166,507	\$ 48,693
	MAR1	\$ 30,150	\$ 742	\$ -	\$ 30,892	\$ 85,392	\$ 3,498	\$ 1,500	\$ 4,998	\$ 15,288	\$ 20,286	\$ 3,498	\$ 1,500	\$ 4,998	\$ 15,288	\$ 4,998	\$ 15,288	\$ 20,286	\$ 4,998	\$ 15,288	\$ 20,286	\$ 4,998
	FPC1	\$ 23,440	\$ -	\$ -	\$ 23,440	\$ -	\$ -	\$ -	\$ 334	\$ 334	\$ 334	\$ -	\$ -	\$ 334	\$ 334	\$ 334	\$ -	\$ 334	\$ 334	\$ -	\$ 334	\$ 334
	MFT1	\$ 33,128	\$ -	\$ -	\$ 33,128	\$ 29,916	\$ 4,250	\$ 758	\$ 5,008	\$ 8,621	\$ 13,629	\$ 4,250	\$ 758	\$ 5,008	\$ 8,621	\$ 5,008	\$ 8,621	\$ 13,629	\$ 5,008	\$ 8,621	\$ 13,629	\$ 5,008
	MAS1	\$ 353,315	\$ 1,021	\$ 178	\$ 354,514	\$ 225,078	\$ 35,967	\$ 2,503	\$ 38,470	\$ 57,185	\$ 95,655	\$ 35,967	\$ 2,503	\$ 38,470	\$ 57,185	\$ 38,470	\$ 57,185	\$ 95,655	\$ 38,470	\$ 57,185	\$ 95,655	\$ 38,470
	MED1	\$ 109,585	\$ -	\$ -	\$ 109,585	\$ 95,639	\$ 15,729	\$ 1,362	\$ 17,091	\$ 15,341	\$ 32,432	\$ 15,729	\$ 1,362	\$ 17,091	\$ 32,432	\$ 17,091	\$ 15,341	\$ 32,432	\$ 17,091	\$ 15,341	\$ 32,432	\$ 17,091
	MED1	\$ 852,030	\$ 40,368	\$ 1,071	\$ 893,469	\$ 1,707,753	\$ 198,909	\$ 4,436	\$ 203,345	\$ 279,194	\$ 482,539	\$ 198,909	\$ 4,436	\$ 203,345	\$ 279,194	\$ 203,345	\$ 279,194	\$ 482,539	\$ 203,345	\$ 279,194	\$ 482,539	\$ 203,345
	MOR1	\$ 2,905	\$ -	\$ -	\$ 2,905	\$ 8,230	\$ 3,690	\$ 424	\$ 4,104	\$ 6,524	\$ 11,575	\$ 3,690	\$ 424	\$ 4,104	\$ 6,524	\$ 4,104	\$ 6,524	\$ 11,575	\$ 4,104	\$ 6,524	\$ 11,575	\$ 4,104
	NAT1	\$ 66,660	\$ -	\$ -	\$ 66,660	\$ 4,147	\$ 1,322	\$ 228	\$ 1,550	\$ 2,744	\$ 2,744	\$ 1,322	\$ 228	\$ 1,550	\$ 2,744	\$ 1,550	\$ 2,744	\$ 2,744	\$ 1,550	\$ 2,744	\$ 2,744	\$ 1,550
	NUA1	\$ 359,415	\$ 421	\$ 205	\$ 360,041	\$ 101,931	\$ 87,975	\$ 2,842	\$ 90,817	\$ 19,838	\$ 110,655	\$ 87,975	\$ 2,842	\$ 90,817	\$ 19,838	\$ 90,817	\$ 19,838	\$ 110,655	\$ 90,817	\$ 19,838	\$ 110,655	\$ 90,817
	NUR1	\$ 1,810,803	\$ 9,233	\$ 4,083	\$ 1,824,119	\$ 1,843,890	\$ 696,235	\$ 4,599	\$ 700,834	\$ 444,309	\$ 1,145,143	\$ 696,235	\$ 4,599	\$ 700,834	\$ 444,309	\$ 700,834	\$ 444,309	\$ 1,145,143	\$ 700,834	\$ 444,309	\$ 1,145,143	\$ 700,834
ors	NHA1	\$ 3,145	\$ -	\$ -	\$ 3,145	\$ 2,044	\$ 1,399	\$ 163	\$ 1,562	\$ 13	\$ 1,575	\$ 1,399	\$ 163	\$ 1,562	\$ 13	\$ 1,562	\$ 13	\$ 1,575	\$ 1,562	\$ 13	\$ 1,575	\$ 1,562
	OPT1	\$ 26,892	\$ 15	\$ 1,500	\$ 28,407	\$ 41,753	\$ 6,452	\$ 1,272	\$ 7,724	\$ 11,689	\$ 19,413	\$ 6,452	\$ 1,272	\$ 7,724	\$ 11,689	\$ 7,724	\$ 11,689	\$ 19,413	\$ 7,724	\$ 11,689	\$ 19,413	\$ 7,724
	PAW1	\$ 3,350	\$ -	\$ -	\$ 3,350	\$ 4,222	\$ 544	\$ 208	\$ 752	\$ 2,035	\$ 2,035	\$ 544	\$ 208	\$ 752	\$ 2,035	\$ 752	\$ 2,035	\$ 2,035	\$ 752	\$ 2,035	\$ 2,035	\$ 752
	PHA1	\$ 1,256,105	\$ 120,240	\$ 1,588	\$ 1,377,933	\$ 658,578	\$ 177,660	\$ 4,664	\$ 182,324	\$ 364,788	\$ 1,026,604	\$ 177,660	\$ 4,664	\$ 182,324	\$ 364,788	\$ 182,324	\$ 364,788	\$ 1,026,604	\$ 182,324	\$ 364,788	\$ 1,026,604	\$ 182,324
	PHY1	\$ 487,089	\$ 71	\$ 264	\$ 487,424	\$ 185,128	\$ 69,007	\$ 3,054	\$ 72,061	\$ 124,363	\$ 124,363	\$ 69,007	\$ 3,054	\$ 72,061	\$ 124,363	\$ 72,061	\$ 124,363	\$ 124,363	\$ 72,061	\$ 124,363	\$ 124,363	\$ 72,061
	PDMP	\$ 20	\$ -	\$ 2,976	\$ 2,996	\$ 1,721	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
rapy	PCO1	\$ 294,869	\$ 326	\$ -	\$ 295,195	\$ 204,504	\$ 31,536	\$ 2,988	\$ 34,524	\$ 91,681	\$ 91,681	\$ 31,536	\$ 2,988	\$ 34,524	\$ 91,681	\$ 34,524	\$ 91,681	\$ 91,681	\$ 34,524	\$ 91,681	\$ 91,681	\$ 34,524
ing Program	PSY1	\$ 33,220	\$ 553	\$ -	\$ 33,773	\$ 173,098	\$ 9,381	\$ 1,614	\$ 10,995	\$ 59,195	\$ 59,195	\$ 9,381	\$ 1,614	\$ 10,995	\$ 59,195	\$ 10,995	\$ 59,195	\$ 59,195	\$ 10,995	\$ 59,195	\$ 59,195	\$ 10,995
	CPA1	\$ 600,898	\$ 1,154	\$ 8,980	\$ 611,032	\$ 318,407	\$ 45,711	\$ 1,953	\$ 47,664	\$ 130,590	\$ 130,590	\$ 45,711	\$ 1,953	\$ 47,664	\$ 130,590	\$ 47,664	\$ 130,590	\$ 130,590	\$ 47,664	\$ 130,590	\$ 130,590	\$ 47,664
	REC1	\$ 639,645	\$ 4,859	\$ -	\$ 644,504	\$ 391,392	\$ 107,928	\$ 1,985	\$ 109,913	\$ 191,680	\$ 191,680	\$ 107,928	\$ 1,985	\$ 109,913	\$ 191,680	\$ 109,913	\$ 191,680	\$ 191,680	\$ 109,913	\$ 191,680	\$ 191,680	\$ 109,913
	APR1	\$ 75,640	\$ 111	\$ -	\$ 75,751	\$ 104,135	\$ 10,598	\$ 1,171	\$ 11,769	\$ 39,303	\$ 39,303	\$ 10,598	\$ 1,171	\$ 11,769	\$ 39,303	\$ 11,769	\$ 39,303	\$ 39,303	\$ 11,769	\$ 39,303	\$ 39,303	\$ 11,769
	CSW1	\$ 428,284	\$ 413	\$ 568	\$ 429,265	\$ 197,753	\$ 37,030	\$ 3,184	\$ 40,214	\$ 29,794	\$ 29,794	\$ 37,030	\$ 3,184	\$ 40,214	\$ 29,794	\$ 40,214	\$ 29,794	\$ 29,794	\$ 40,214	\$ 29,794	\$ 40,214	\$ 29,794
	UST1	\$ 7,730	\$ -	\$ -	\$ 7,730	\$ 11,150	\$ 1,788	\$ 514	\$ 2,302	\$ 5,691	\$ 5,691	\$ 1,788	\$ 514	\$ 2,302	\$ 5,691	\$ 2,302	\$ 5,691	\$ 5,691	\$ 2,302	\$ 5,691	\$ 5,691	\$ 2,302
	VET1	\$ 56,611	\$ 157	\$ 1,037	\$ 57,805	\$ 147,383	\$ 22,467	\$ 1,712	\$ 24,179	\$ 67,057	\$ 67,057	\$ 22,467	\$ 1,712	\$ 24,179	\$ 67,057	\$ 24,179	\$ 67,057	\$ 67,057	\$ 24,179	\$ 67,057	\$ 67,057	\$ 24,179
ommission (ie Athletic)		\$ 11,776,651	\$ 190,109	\$ 26,877																		

<b>DIVISION INDIRECT EXPENSES</b>	<b>Total</b>	<b>Prof Lic</b>	<b>Corp &amp; Bus Lic</b>
<b>Percentage of program direct Personal Services:</b>			
Business Supplies	25,873	25,788	85
Office Equipment	57,608	55,009	2,599
State Vehicles	5,220	4,594	626
Storage and Archives	16,130	13,559	2,571
Legal Support	49,391	49,391	-
Central Mail Services Postage	48,961	23,719	25,242
Software Licensing and Maintenance	117,711	117,711	-
Division Administrative Expenses - all other	311,628	307,788	3,840
Division allocated by percentage of direct personal services:	632,522	597,559	34,963
<b>Percentage of board licenses/total licensees:</b>			
Investigations indirect Personal Services	437,677	409,626	28,051
Division Administration Personal Services	2,828,868	1,654,796	1,174,073
Division allocated by percentage of board licenses/total licensees:	3,266,545	2,064,422	1,202,124
<b>Total Division Indirect Expenses</b>	<b>3,899,067</b>	<b>2,661,981</b>	<b>1,237,087</b>
<b>DEPARTMENT INDIRECT EXPENSES</b>	<b>Total</b>	<b>Prof Lic</b>	<b>Corp &amp; Bus Lic</b>
<b>Percentage of program direct Personal Services:</b>			
Commissioner's Office	289,356	254,633	34,723
Administrative Services - Director's Office	73,527	64,704	8,823
Administrative Services - Human Resources	71,235	62,687	8,548
Administrative Services - Fiscal	102,783	90,449	12,334
Administrative Services - Budget	66,633	58,637	7,996
Administrative Services - Information Technology	322,717	283,991	38,726
Administrative Services - Information Technology - Network & Database	-	-	-
Administrative Services - Mail	13,230	11,642	1,588
Administrative Services - Facilities - Maintenance	-	-	-
Department allocated by percentage of direct personal services:	939,481	826,743	112,738
<b>Percentage of board licenses/total licensees:</b>			
Department administrative services support: Fiscal, IT, Procurement	393,880	346,614	47,266
<b>Receipting transaction % by Personal Services:</b>			
Department certified transactions % by Fiscal Revenue \$	85,110	74,897	10,213
<b>Total DEPARTMENT INDIRECT EXPENSES</b>	<b>1,418,471</b>	<b>1,248,254</b>	<b>170,217</b>
<b>STATEWIDE INDIRECT EXPENSES</b>	<b>Total</b>	<b>Prof Lic</b>	<b>Corp &amp; Bus Lic</b>
<b>Percentage of program direct Personal Services:</b>			
Accounting and Payroll Systems	81,101	71,369	9,732
State Owned Building Rental (Building Leases)	258,230	227,242	30,988
State OIT Server Hosting & Storage	7,792	6,857	935
State OIT SQL	6,958	6,432	526
State Software Licensing	-	-	-
Human Resources	69,278	60,965	8,313
IT Non-Telecommunications (Core Cost)	297,578	261,869	35,709
IT Telecommunications	32,270	28,398	3,872
Risk Management	2,680	2,358	322
Statewide allocated by percentage of direct personal services:	755,887	665,490	90,397
<b>FY24 TOTALS BY METHODOLOGY</b>	<b>Total</b>	<b>Prof Lic</b>	<b>Corp &amp; Bus Lic</b>
Percentage of program direct Personal Services:	2,327,890	2,089,792	238,098
Percentage of board licenses/total licensees:	3,660,426	2,411,036	1,249,390
Receipting transaction % by Personal Services:	85,110	74,897	10,213
<b>Grand Total</b>	<b>6,073,426</b>	<b>4,575,725</b>	<b>1,497,701</b>

# *Statutes and Regulations* **Big Game Commercial Services Board**

**September 2022**



DEPARTMENT OF COMMERCE, COMMUNITY,  
AND ECONOMIC DEVELOPMENT

*DIVISION OF CORPORATIONS, BUSINESS  
AND PROFESSIONAL LICENSING*

NOTE: The official version of the statutes in this document is printed in the Alaska Statutes, copyrighted by the State of Alaska. The official version of the regulations in this document is published in the Alaska Administrative Code, copyrighted by the State of Alaska. If any discrepancies are found between this document and the official versions, the official versions will apply.

# TABLE OF CONTENTS

Section	Page
1. Big Game Guides and Related Occupations Statutes (AS 08.54).....	1
2. Big Game Commercial Services Board Regulations (12 AAC 75) .....	11

DRAFT

**CHAPTER 54.**  
**BIG GAME GUIDES AND RELATED OCCUPATIONS**

**Article**

1. **Big Game Guides and Transporters (AS 08.54.591 – AS 08.54.680)**
2. **Enforcement (AS 08.54.710 – AS 08.54.790)**

**ARTICLE 1.**  
**BIG GAME GUIDES AND TRANSPORTERS**

**Section**

591. **Creation and membership of board**
595. **Board assistance**
600. **Duties of board**
605. **Eligibility for licenses**
608. **Retired status license**
610. **Registered guide-outfitter license**
620. **Class-A assistant guide license**
630. **Assistant guide license**
635. **Delegation of services; training**
640. **Law enforcement officers and game biologists**
650. **Transporter license**
660. **Renewal of guide and transporter licenses**
670. **Failure to renew**
680. **Financial responsibility and other requirements for guides and transporters**

**Sec. 08.54.591. CREATION AND MEMBERSHIP OF BOARD.** (a) For the purposes of licensing and regulating the activities of providers of commercial services to big game hunters in the interest of the state's wildlife resources, there is created the Big Game Commercial Services Board. For administrative purposes, the board is in the Department of Commerce, Community, and Economic Development.

(b) The board consists of nine members as follows:

- (1) two members who are current, licensed registered guide-outfitters;
- (2) two members who are licensed transporters;
- (3) one member of the Board of Game who is chosen by the Board of Game and who does not hold a guide or transport license;
- (4) two members who represent private landholders affected by guided hunting activities or transportation services and who do not hold a license issued under this chapter; and
- (5) two public members.

**Sec. 08.54.595. BOARD ASSISTANCE.** State agencies shall provide the board with information, data, or technical assistance requested by the board for the purposes of licensing and regulating the activities of providers of commercial services to big game hunters.

**Sec. 08.54.600. DUTIES OF BOARD.** (a) The board shall

- (1) prepare and grade
  - (A) a qualification examination for a registered guide-outfitter license that requires demonstration that the applicant is qualified generally to provide guided and outfitted hunts and, in particular, possesses knowledge of fishing, hunting, and guiding laws and regulations; and
  - (B) a certification examination for each game management unit in which the registered guide-outfitter intends to provide big game hunting services; the examination must require demonstration that the registered guide-outfitter is qualified to provide guided and outfitted hunts in the game management unit for which the registered guide-outfitter seeks to be certified and, in particular, must require demonstration that the registered guide-outfitter possesses knowledge of the terrain, transportation problems, game, and other characteristics of the game management unit;
- (2) authorize the issuance of registered guide-outfitter, master guide-outfitter, class-A assistant guide, assistant guide, and transporter licenses after the applicant for the license satisfies the requirements for the license;
- (3) impose appropriate disciplinary sanctions on a licensee under AS 08.54.600 - 08.54.790;
- (4) require an applicant for issuance or renewal of any class of guide license or of a transporter license to state in a written and signed document whether the applicant's right to obtain, or exercise the privileges granted by, a hunting, guiding, outfitting, or transportation services license is revoked or suspended in this state or another state or in Canada;
- (5) regularly disseminate information regarding examinations and other qualifications for all classes of guide licenses to residents of the rural areas of the state;

- (6) adopt procedural and substantive regulations required by this chapter;
  - (7) provide for administration of examinations for registered guide-outfitters at least twice a year;
  - (8) meet at least twice annually.
- (b) The board shall provide for administration of an oral examination for a registered guide-outfitter license or for a game management unit certification if requested at the time of application for the license.
- (c) In addition to the regulations required under (a) of this section, the board may adopt regulations the board considers appropriate, including regulations to
- (1) establish a code of ethics for professions regulated by the board;
  - (2) establish requirements for the contents of written contracts to provide big game hunting services and transportation services to clients;
  - (3) authorize the department to request a copy of a big game hunting services or transportation services contract entered into by a person licensed under this chapter.

**Sec. 08.54.605. ELIGIBILITY FOR LICENSES.** (a) Notwithstanding AS 08.54.610, 08.54.620, 08.54.630, 08.54.650, and 08.54.660, a person may not receive, hold, or renew a registered guide-outfitter license, master guide-outfitter license, class-A assistant guide license, assistant guide license, or transporter license if

- (1) the person has been convicted of
  - (A) a violation of a state or federal hunting, guiding, or transportation services statute or regulation for which
    - (i) the person was imprisoned for more than five days within the previous five years;
    - (ii) an unsuspended fine of more than \$2,000 was imposed in the previous 12 months;
    - (iii) an unsuspended fine of more than \$3,000 was imposed in the previous 36 months; or
    - (iv) an unsuspended fine of more than \$5,000 was imposed in the previous 60 months;
  - (B) a felony within the last five years; or
  - (C) a felony offense against the person under AS 11.41 within the last 10 years; or
- (2) the person's right to obtain, or exercise the privileges granted by, a hunting, guiding, outfitting, or transportation services license is suspended or revoked in this state or another state or in Canada.

(b) Notwithstanding (a) of this section, (a)(1)(B) and (C) of this section are not applicable to offenses committed by a person who receives or received any class of guide license or a transporter license under sec. 13, ch 33, SLA 1996, if the offense was committed before May 23, 1996. This subsection does not apply when a person applies for a license that is different from the class of guide license or the transporter license received under sec. 13, ch 33, SLA 1996.

(c) A person may not receive a certification for a game management unit if the person is prohibited by (a) of this section from receiving or renewing a registered guide-outfitter license or master guide-outfitter license.

**Sec. 08.54.608. RETIRED STATUS LICENSE.** (a) On retiring from guiding or outfitting, or both, and on payment of an appropriate one-time fee, an individual who has held a license issued under AS 08.54.610, 08.54.620, or 08.54.630 that has not been suspended or revoked under AS 08.54.710 may apply for a retired status license. The retired status license shall indicate whether the individual was licensed as a master guide-outfitter, registered guide-outfitter, class-A assistant guide, or assistant guide. An individual holding a retired status license may not guide, outfit, or take charge of a camp in the state under the retired status license. A retired status license is valid for the life of the license holder and does not require renewal.

(b) An individual with a retired status license issued under (a) of this section may apply for a new registered guide-outfitter license under AS 08.54.610, a new class-A assistant guide license under AS 08.54.620, or a new assistant guide license under AS 08.54.630.

**Sec. 08.54.610. REGISTERED GUIDE-OUTFITTER LICENSE.** (a) A natural person is entitled to a registered guide-outfitter license if the person

- (1) is 21 years of age or older;
- (2) has practical field experience in the handling of firearms, hunting, judging trophies, field preparation of meat and trophies, first aid, photography, and related guiding and outfitting activities;
- (3) either
  - (A) has passed the qualification examination prepared by the board under AS 08.54.600; or
  - (B) provides evidence of 25 years of experience as a class-A assistant guide or class-A assistant guide-outfitter;
- (4) has passed a certification examination prepared by the board under AS 08.54.600 for at least one game management unit;
- (5) has legally hunted big game in the state for part of each of any five years in a manner directly contributing to the person's experience and competency as a guide;
- (6) has been licensed as and performed the services of a class-A assistant guide or assistant guide, or of a class-A assistant guide-outfitter or assistant guide-outfitter under former AS 08.54.300 - 08.54.590, in the state for a part of each of three years;
- (7) is capable of performing the essential duties associated with guiding and outfitting;



(8) has been favorably recommended in writing by eight big game hunters whose recommendations have been solicited by the department from a list provided by the applicant, including at least two favorable recommendations for each year of any three years during which the person was a class-A assistant guide or assistant guide, or a class-A assistant guide-outfitter or assistant guide-outfitter under former AS 08.54.300 - 08.54.590;

(9) has provided proof of financial responsibility if required by the department under AS 08.54.680; and

(10) has applied for a registered guide-outfitter license on a form provided by the department and paid the license application fee and the registered guide-outfitter license fee.

(b) A master guide-outfitter license authorizes a registered guide-outfitter to use the title master guide-outfitter, but is for all other purposes under this chapter a registered guide-outfitter license. A natural person is entitled to receive a renewable master guide-outfitter license if the person

(1) is, at the time of application for a master guide-outfitter license, licensed as a registered guide-outfitter under this section;

(2) has been licensed in this state as a registered guide or a guide-outfitter, under former AS 08.54.010 - 08.54.240, former AS 08.54.300 - 08.54.590, or this chapter, for at least 15 of the last 20 years, including the year immediately preceding the year in which the person applies for a master guide-outfitter license;

(3) submits a list to the department of at least 45 clients for whom the person has personally provided guiding or outfitting services and the person receives a favorable evaluation from 30 of the clients selected from the list by the department;

(4) has not been convicted of an offense under AS 08.54.720(a) or a similar law in another jurisdiction related to hunting or to the provision of big game hunting or transportation services within the five years preceding the date of the application for which

(A) the person was imprisoned for more than one day; or

(B) an unsuspended fine of more than \$1,500 was imposed;

(5) has not had a hunting, guiding, outfitting, transporter, or similar license suspended or revoked in this state or another jurisdiction within the five years preceding the date of the application; and

(6) applies for a master guide-outfitter license on a form provided by the department and pays the application fee, if any.

(c) A registered guide-outfitter may contract to guide or outfit hunts for big game and may provide transportation services, personally or through an assistant, to big game hunters who are clients of the registered guide-outfitter.

(d) Notwithstanding AS 08.54.750, a person who is licensed as a registered guide-outfitter may be employed by another registered guide-outfitter to provide the services of

(1) a class-A assistant guide in a game management unit if the registered guide-outfitter providing the services of a class-A assistant guide is able to demonstrate, to the satisfaction of the board, adequate knowledge of and experience in the game management unit; and

(2) an assistant guide in any game management unit.

(e) A registered guide-outfitter who contracts for a guided hunt shall be primarily in the field supervising and participating in the contracted hunt. The contracting registered guide-outfitter shall also conduct the hunt, unless the hunt, under regulations adopted by the board, is being conducted by a class-A assistant guide or a registered guide-outfitter employed by the contracting registered guide-outfitter.

**Sec. 08.54.620. CLASS-A ASSISTANT GUIDE LICENSE.** (a) A natural person is entitled to a class-A assistant guide license if the person

(1) is 21 years of age or older;

(2) applies for a class-A assistant guide license on a form provided by the department and pays the license application fee and the license fee;

(3) possesses a current first aid card issued by the Red Cross or a similar organization; and

(4) either

(A) has

(i) been employed during at least three calendar years as any class of licensed guide in the game management unit for which the license is sought; and

(ii) at least 10 years' hunting experience in the state; military service outside of the state for not more than three years shall be accepted as part of the required 10 years' hunting experience;

(B) provides

(i) evidence that the person physically resides in the game management unit in which the person is to be employed;

(ii) evidence that the person has had at least 15 years' hunting experience in the game management unit in which the person is to be employed; military service outside of the state for not more than three years shall be accepted as part of the required 15 years' hunting experience; and

(iii) a written recommendation from a registered guide-outfitter who intends to employ the person as a class-A assistant guide; or

(C) provides evidence that the person

(i) physically resides in the game management unit in which the person is to be employed;

- (ii) has at least 10 years' hunting experience in the state; military service outside of the state for not more than three years shall be accepted as part of the required 10 years' hunting experience; and
  - (iii) has passed a class-A assistant guide training course approved by the board.
- (b) A class-A assistant guide
- (1) may not contract to guide or outfit a big game hunt;
  - (2) shall be employed by and under the supervision of a registered guide-outfitter who has contracted with the client for whom the class-A assistant guide is conducting the hunt;
  - (3) may take charge of a camp and provide guide services from the camp without the contracting registered guide-outfitter being in the field and participating in the contracted hunt if the contracting registered guide-outfitter is supervising the guiding activities;
  - (4) may not perform functions of a class-A assistant guide outside of the game management unit for which the license is issued; and
  - (5) may be employed by a registered guide-outfitter to perform the functions of an assistant guide in any game management unit.

**Sec. 08.54.630. ASSISTANT GUIDE LICENSE.** (a) A natural person is entitled to an assistant guide license if the person

- (1) is 18 years of age or older;
- (2) has legally hunted big game in the state during two calendar years;
- (3) possesses a first aid card issued by the Red Cross or a similar organization;
- (4) either
  - (A) obtains a written recommendation from a registered guide-outfitter who intends to employ the person as an assistant guide; or
  - (B) provides evidence that the person passed an assistant guide training course approved by the board; and
- (5) applies for an assistant guide license on a form provided by the department and pays the license application fee and the license fee.

- (b) An assistant guide
- (1) may not contract to guide or outfit a big game hunt;
  - (2) shall be employed by a registered guide-outfitter and under the supervision of a registered guide-outfitter or class-A assistant guide while the assistant guide is in the field on guided hunts; and
  - (3) may not take charge of a camp or provide guide services unless the contracting registered guide-outfitter is in the field and participating in the contracted hunt or a registered guide-outfitter or class-A assistant guide employed by the contracting guide is physically present and supervising the hunt.

**Sec. 08.54.635. DELEGATION OF SERVICES; TRAINING.** (a) A registered guide-outfitter who contracts to guide a big game hunt may, under regulations adopted by the board, delegate to a person not licensed under this chapter the services of

- (1) packing, preparing, salvaging, or caring for a client's meat;
  - (2) packing trophies; and
  - (3) packing camping equipment.
- (b) For training purposes established by the board in regulation, a person who is not licensed under this chapter may assist in providing the guide services of field preparation of trophies, stalking, pursuing, tracking, killing, or attempting to kill big game, and using guiding or outfitting equipment, including spotting scopes and firearms, for the benefit of a hunter. An unlicensed person may only assist in providing a guide service under this subsection if a licensed registered guide-outfitter, class-A assistant guide, or assistant guide is physically present and the class-A assistant guide or assistant guide is employed by and under the supervision of the registered guide-outfitter who contracted for the big game hunt.

(c) A person who does not hold a license issued under this chapter may provide or assist in providing the services identified under this section only if the person meets requirements adopted by the board. A person who provides or assists in providing guide services under this section may receive compensation for providing the services.

**Sec. 08.54.640. LAW ENFORCEMENT OFFICERS AND GAME BIOLOGISTS.** (a) Notwithstanding AS 08.54.610 - 08.54.630 and except as provided in (b) of this section, a person may not hold, or earn experience credits to apply for, a registered guide-outfitter license under this chapter, while the person is a law enforcement officer and for three months after terminating the person's status as a law enforcement officer.

(b) A registered guide-outfitter license, class-A assistant guide license, or assistant guide license issued under this chapter, or under former provisions of AS 08.54.300 - 08.54.590, after May 16, 1992, is suspended if the person to whom the license is issued subsequently becomes a law enforcement officer. A person whose license is subject to suspension under this subsection shall notify the department that the person has become a law enforcement officer within 30 days after becoming a law enforcement officer. The suspension of a license under this subsection remains in effect until three months have elapsed from the date on which the licensee provides written notification to the department of the fact that the person is no longer a law enforcement officer. A person whose license is suspended



under this subsection is not required to renew the license or pay license renewal fees for the period of suspension. Once a suspension of a license is terminated, the licensee may provide, without further payment of a guide license fee, the guide services authorized by the license for the remainder of the licensing period in which the suspension is terminated. Notwithstanding other provisions of this subsection, if a person whose license is suspended under this subsection fails to notify the department within one year after the person is no longer a law enforcement officer, the person's license lapses and the person is eligible for reissuance of the license only as provided in AS 08.54.670. The board may adopt regulations to implement this subsection.

(c) A person who holds any class of guide license and who is employed by the Department of Fish and Game or a federal wildlife management agency may not, while employed by the department or agency as a game or wildlife biologist and for 12 months after leaving employment with the department or agency as a game or wildlife biologist, engage in providing big game hunting services in a game management unit in which the person conducted game or wildlife management or research activities for the department or agency at any time during the preceding 12 months.

(d) In this section, "law enforcement officer" means a person who is

(1) employed by the Department of Public Safety as a state trooper or as a law enforcement officer engaged in fish and wildlife protection; or

(2) employed as a fish and wildlife law enforcement officer by the United States Department of the Interior or the United States Department of Agriculture.

**Sec. 08.54.650. TRANSPORTER LICENSE.** (a) A person is entitled to a transporter license if the person

(1) applies for a transporter license on a form provided by the department; and

(2) pays the license application fee and the license fee.

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

(c) A transporter shall provide an annual activity report on a form provided by the department. An activity report must contain all information required by the board by regulation.

**Sec. 08.54.660. RENEWAL OF GUIDE AND TRANSPORTER LICENSES.** (a) An applicant for renewal of a registered guide-outfitter, class-A assistant guide, assistant guide, or transporter license shall submit

(1) a request for renewal of the license on a form provided by the department; and

(2) the appropriate license fee for the next licensing period.

(b) The department may not renew a registered guide-outfitter license under this section unless all fees have been paid in full and the registered guide-outfitter has signed an affidavit that all hunt records due during the term of the current license have been filed with the department.

(c) The department may not renew a transporter license unless all fees have been paid in full and the transporter has signed an affidavit that all activity reports due during the term of the current license have been filed with the department.

**Sec. 08.54.670. FAILURE TO RENEW.** The department may not issue a license to a person who held a registered guide-outfitter, class-A assistant guide, or assistant guide license and who has failed to renew the license under this chapter for four consecutive years unless the person again meets the qualifications for initial issuance of the license.

**Sec. 08.54.680. FINANCIAL RESPONSIBILITY AND OTHER REQUIREMENTS FOR GUIDES AND TRANSPORTERS.** (a) The department may require a registered guide, who contracts to guide or outfit a big game hunt, or a transporter to provide proof of financial responsibility up to the amount of \$100,000. A registered guide or transporter may demonstrate financial responsibility by assets, insurance, or a bond in the requisite amount.

(b) If a registered guide-outfitter, class-A assistant guide, or assistant guide personally pilots an aircraft to transport clients during the provision of big game hunting services, the registered guide-outfitter, class-A assistant guide, or assistant guide shall have a commercial pilot's rating or a minimum of 500 hours of flying time in the state.

(c) On or after January 1, 2006, a registered guide-outfitter may not provide big game hunting services and a transporter may not provide transportation services unless the registered guide-outfitter or transporter has entered into a written contract with the client for the provision of those services. A contract to provide big game hunting services must include at least the following information: the name and guide license number of the registered guide-outfitter, the name of the client, a listing of the big game to be hunted, the approximate time and dates that the client will be in the field, a statement as to what transportation is provided by the registered guide-outfitter, a statement as to whether accommodations and meals in the field are provided by the registered guide-outfitter, and a statement of the amount to be paid for the big game hunting services provided. A contract to provide transportation services must include at least the following information: the name and transporter license number of the transporter, the name of the client, a listing of the big game to be hunted, the approximate time and dates that the client will be in the field, and a statement of the amount to be paid for the transportation services provided. A registered guide-outfitter or transporter shall provide a copy of contracts to provide big game hunting services or transportation service, as appropriate, to the department upon the request of the department. Except as necessary for disciplinary proceedings conducted by the board and as necessary for law enforcement purposes by the Department of Public Safety and the

Department of Law, a copy of a contract provided to the department is confidential. The department may provide a copy of contracts in the possession of the department to the Department of Fish and Game or the Department of Natural Resources upon the request of that department if the department receiving the copy agrees to maintain the confidentiality of the contracts.

## ARTICLE 2. ENFORCEMENT

### Section

- 710. Discipline of guides and transporters
- 720. Unlawful acts
- 730. Injunction against unlawful action
- 740. Responsibility of guide or transporter for violations
- 750. Use area registration
- 760. Hunt records; confidentiality of hunt records and activity reports
- 770. License and examination fees
- 785. Chapter not applicable
- 790. Definitions

**Sec. 08.54.710. DISCIPLINE OF GUIDES AND TRANSPORTERS.** (a) The board may impose a disciplinary sanction in a timely manner under (c) of this section if the board finds that a licensee

(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;

(2) has failed to file records or reports required under this chapter;

(3) has negligently misrepresented or omitted a material fact on an application for any class of guide license or a transporter license; or

(4) has breached a contract to provide big game hunting services or transportation services to a client.

(b) *[Repealed, Sec. 4 ch 49 SLA 2008.]*

(c) The board may impose the following disciplinary sanctions, singly or in combination:

(1) permanently revoke a license;

(2) suspend a license for a specified period;

(3) censure or reprimand a licensee;

(4) impose limitations or conditions on the professional practice of a licensee;

(5) impose requirements for remedial professional education to correct deficiencies in the education, training, and skill of the licensee;

(6) impose probation requiring a licensee to report regularly to the board on matters related to the grounds for probation;

(7) impose a civil fine not to exceed \$5,000.

(d) The board shall permanently revoke a transporter license or any class of guide license if the board finds after a hearing that the license was obtained through fraud, deceit, or misrepresentation.

(e) The board shall suspend or permanently revoke a transporter license or any class of guide license without a hearing if the court orders the board to suspend or permanently revoke the license as a penalty for conviction of an unlawful act. If the board suspends or permanently revokes a license under this subsection, the board may not also impose an administrative disciplinary sanction of suspension or permanent revocation of the same license for the same offense for which the court ordered the suspension or permanent revocation under AS 08.54.720.

(f) A certified copy of a judgment of conviction of a licensee for an offense is conclusive evidence of the commission of that offense in a disciplinary proceeding instituted against the licensee under this section based on that conviction, regardless of whether the conviction resulted from a plea of nolo contendere or the conviction is under appeal, unless the conviction is overturned on appeal.

(g) A person whose license is suspended or revoked under this section may not engage in the provision of big game hunting services or transportation services during the period of license suspension or revocation.

(h) If the board revokes a license under this section, the person whose license has been revoked shall immediately surrender the license to the department.

(i) *[Repealed, Sec. 4 ch 49 SLA 2008.]*

(j) The board may suspend or permanently revoke a transporter license or any class of guide license if the board finds after a hearing that the licensee engaged in conduct involving unprofessionalism, moral turpitude, or gross immorality.

(k) The board shall revoke the master guide-outfitter license of a person

(1) whose right to obtain or exercise the privileges granted by a hunting, guiding, outfitting, or transportation services license is suspended or revoked in another state or in Canada; or

(2) who is convicted of a violation of any state or federal law or regulation related to hunting or the provision of big game hunting or transportation services for which

(A) the person is imprisoned for more than one day; or

(B) an unsuspended fine of more than \$1,500 is imposed.

(l) The board may issue a registered guide-outfitter license to a person whose master guide-outfitter license is revoked under (k) of this section.

**Sec. 08.54.720. UNLAWFUL ACTS.** (a) It is unlawful for 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;

(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;

(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;

(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;

(5) 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; or

(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;

(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;

(7) registered guide-outfitter to knowingly fail to comply with AS 08.54.610(e);

(8) 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; or

(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;

(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, except as provided by AS 08.54.635;

(10) person without a current master guide-outfitter license to knowingly advertise as, or represent to be, a master guide-outfitter;

(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;

(12) person to knowingly provide transportation services to big game hunters without holding a current registered guide-outfitter license or transporter license;

(13) person without a current transporter license to knowingly advertise as, or represent to be, a transporter;

(14) class-A assistant guide or an assistant guide to knowingly contract to guide or outfit a hunt;

(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;

(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;

(17) 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; or

(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;

(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; or

(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.

(b) In addition to a disciplinary sanction imposed under AS 08.54.710, a person who commits an offense set out in (a)(1) - (7), (17), (18), or (19) of this section is guilty of a misdemeanor and is punishable by a fine of not more than \$10,000 or by imprisonment up to one year, or both.

(c) In addition to a disciplinary sanction imposed under AS 08.54.710, a person who commits an offense set out in (a)(8) - (14) of this section is guilty of a misdemeanor and is punishable by a fine of not more than \$30,000 or by imprisonment up to one year, or both.

(d) In addition to a disciplinary sanction imposed under AS 08.54.710, a person who commits an offense set out in (a)(15) of this section is guilty,

(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;

(2) for a second or subsequent offense, of a class C felony.

(e) In addition to a disciplinary sanction imposed under AS 08.54.710, a person who violates (a)(16) of this section is guilty of a class C felony.

(f) In addition to the penalties set out in (b) - (e) of this section and a disciplinary sanction imposed under AS 08.54.710,

(1) the court may order the board to suspend the guide license or transporter license of a person who commits a misdemeanor offense set out in (a)(1), (3) - (5), (7), (8), (17), (18), or (19) of this section for a specified period of not more than three years;

(2) 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;

(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; and

(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.

(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.

**Sec. 08.54.730. INJUNCTION AGAINST UNLAWFUL ACTION.** When in the judgment of the board, a person has engaged in an act in violation of AS 08.54.620(b), 08.54.630(b), 08.54.650(b), 08.54.710(g), or 08.54.720(a) or the regulations adopted under these statutes, the board may apply to the appropriate court for an order enjoining the action. Upon a showing by the board that the person is engaging in the act, the court shall grant injunctive relief or other appropriate order without bond.

**Sec. 08.54.740. RESPONSIBILITY OF GUIDE OR TRANSPORTER FOR VIOLATIONS.** (a) A registered guide-outfitter who contracts to guide or outfit a big game hunt is equally responsible under AS 08.54.710 for a violation of a state or federal wildlife or game or guiding statute or regulation committed by a person while the person provides guide services for the guide-outfitter under AS 08.54.635 or during the course of the person's employment for the registered guide-outfitter.

(b) A transporter who provides transportation services is equally responsible under AS 08.54.710 for a violation of a state or federal wildlife or game, guiding, or transportation services statute or regulation committed by a person while in the course of the person's employment for the transporter.

**Sec. 08.54.750. USE AREA REGISTRATION.** (a) At least 30 days before conducting big game hunting services within a guide use area, a registered guide-outfitter shall inform the department, in person or by registered mail on a registration form provided by the department, that the guide-outfitter will be conducting big game hunting services in the use area. A registered guide-outfitter may not withdraw or amend a guide use area registration during the calendar year in which the registration was submitted to the department.

(b) A registered guide-outfitter may not register for, or conduct big game hunting services in,

(1) more than three guide use areas during a calendar year; or

(2) a guide use area that is outside of a game management unit for which the registered guide-outfitter is certified under AS 08.54.600.

(c) Notwithstanding (a) and (b) of this section, a registered guide-outfitter may register to conduct big game hunting services within a guide use area at any time before beginning operations in the guide use area and may conduct big game hunting services in a guide use area, or for a big game species in a guide use area, that is not one of the three guide use areas for which the registered guide-outfitter has registered under (b) of this section if the Department of Fish and Game has determined by regulation that it is in the public interest to suspend the registration requirements for that guide use area or for all guide use areas in a game management unit or game management subunit for a big game species within those guide use areas.

(d) Notwithstanding (b) of this section, a registered guide-outfitter who is registered in three guide use areas may also register for and conduct big game hunting services in a portion of one additional guide use area on federal land adjacent to a guide use area in which the registered guide-outfitter is already registered if the board finds that the portion of the adjacent guide use area for which the registered guide-outfitter is seeking to be registered would



otherwise remain unused by a registered guide-outfitter because the boundaries of guide use areas do not coincide with boundaries of federal big game guide concession or permit areas.

(e) Notwithstanding (b) of this section, a registered guide-outfitter who is registered in three guide use areas may also register for and conduct big game hunting services for wolf, black bear, brown bear, or grizzly bear in guide use areas within a game management unit or portion of a game management unit where the Board of Game has identified predation by wolf, black bear, brown bear, or grizzly bear as a cause of the depletion of a big game prey population or a reduction of the productivity of a big game prey population that is the basis for the establishment of an intensive management program in the game management unit or portion of the game management unit or for the declaration of the biological emergency in the game management unit or portion of the game management unit. A registered guide-outfitter may only conduct hunts in a guide use area under this subsection for the big game species identified by the Board of Game as the cause of the depletion or reduction of productivity of a big game prey population.

(f) At least 60 days before providing transportation services to, from, or in an area as may be determined by the board, a transporter shall inform the department, in person or by registered mail on a registration form provided by the department, that the transporter will be providing transportation services to, from, or in the use area. The board may establish transporter use areas and adopt regulations to implement this subsection as the board considers necessary.

(g) In this section, "guide use area" means a geographic area of the state identified as a guide-outfitter use area by the former Big Game Commercial Services Board established under former AS 08.54.300 and described on a set of maps titled Guide-Outfitter Use Area Maps, dated June 22, 1994, as amended by the board as the board considers necessary.

**Sec. 08.54.760. HUNT RECORDS; CONFIDENTIALITY OF HUNT RECORDS AND ACTIVITY REPORTS.** (a) The department shall collect and maintain hunt records provided by a registered guide-outfitter. A registered guide-outfitter shall submit to the department a hunt record for each contracted hunt within 60 days after the completion of the hunt. A hunt record must include a list of all big game hunters who used the guiding or outfitting services of the registered guide-outfitter, the number of each big game species taken, and other information required by the board. The department shall provide forms for reporting hunt records.

(b) Except as otherwise provided in this subsection, hunt records received under this section and activity reports received under AS 08.54.650 are confidential and not subject to inspection or copying under AS 40.25.110 – 40.25.125. Aggregated data compiled from hunt records and activity reports may be included in reports by the department. The department shall make hunt records and activity reports available

(1) if requested, to state agencies, federal law enforcement agencies, and other law enforcement agencies; and  
(2) to a municipality that levies a tax on those activities, if the  
(A) information concerns hunts or activities occurring within the four calendar years preceding the date of the request; and

(B) municipality

(i) requests the records for the purpose of verifying taxes payable; and

(ii) agrees to maintain the confidentiality of the records.

(c) Forms, records, and reports required under this chapter may be distributed, received, and stored electronically.

(d) The department may charge a municipality a fee, set by the department under AS 37.10.050, to provide a record under (b)(2) of this section.

**Sec. 08.54.770. LICENSE AND EXAMINATION FEES.** (a) The department shall set fees under AS 08.01.065 for each of the following:

(1) registered guide-outfitter license;

(2) class-A assistant guide license;

(3) assistant guide license;

(4) transporter license;

(5) retired status license;

(6) license application fee.

(b) The license fee for the registered guide-outfitter, class-A assistant guide, or assistant guide license is in addition to the fee required for a hunting license issued by the Department of Fish and Game under AS 16.05.340.

(c) An applicant for a qualifying examination for a registered guide-outfitter license shall pay a fee established by regulations adopted under AS 08.01.065.

(d) The fee for the transporter license must be equal to the fee for the registered guide-outfitter license.

(e) The amount of the license fee for a nonresident shall be two times the amount of the license fee for a resident.

**Sec. 08.54.785. CHAPTER NOT APPLICABLE.** The provisions of this chapter do not apply to a person providing, for compensation or with the intent to receive compensation, only accommodations to a big game hunter in the field at

(1) a permanent lodge, house, or cabin on private land owned by the person; or

(2) a state or federal cabin on state or federal land.

**Sec. 08.54.790. DEFINITIONS.** In this chapter,

- (1) “any class of guide license” does not include a retired status license issued under AS 08.54.608;
- (2) “big game” means brown bear, grizzly bear, caribou, moose, black bear, bison, Sitka blacktail deer, elk, mountain goat, musk ox, and mountain or Dall sheep; “big game” includes wolf and wolverine when taken under hunting regulations;
- (3) “big game hunting service” means a service for which the provider of the service must obtain a registered guide-outfitter, class-A assistant guide, or assistant guide license; “big game hunting service” includes guiding services and outfitting services;
- (4) “board” means the Big Game Commercial Services Board;
- (5) “compensation” means payment for services including wages or other remuneration but not including reimbursement for actual expenses incurred;
- (6) “department” means the Department of Commerce, Community, and Economic Development;
- (7) “field” means an area outside of established year-round dwellings, businesses, or other developments associated with a city, town, or village; “field” does not include permanent hotels or roadhouses on the state road system or state or federally maintained airports;
- (8) “game management unit” means one of the 26 geographic areas defined by the Board of Game for game management purposes;
- (9) “guide” means to provide, for compensation or with the intent or with an agreement to receive compensation, services, equipment, or facilities to a big game hunter in the field by a person who accompanies or is present with the big game hunter in the field either personally or through an assistant; in this paragraph, “services” includes
  - (A) contracting to guide or outfit big game hunts;
  - (B) stalking, pursuing, tracking, killing, or attempting to kill big game;
  - (C) packing, preparing, salvaging, or caring for meat, except that which is required to properly and safely load the meat on the mode of transportation being used by a transporter;
  - (D) field preparation of trophies, including skinning and caping;
  - (E) selling, leasing, or renting goods when the transaction occurs in the field;
  - (F) using guiding or outfitting equipment, including spotting scopes and firearms, for the benefit of a hunter; and
  - (G) providing camping or hunting equipment or supplies that are already located in the field;
- (10) “licensee” means a person to whom a license, other than a retired status license, has been issued under this chapter;
- (11) “outfit” means to provide, for compensation or with the intent to receive compensation, services, supplies, or facilities, excluding the provision of accommodations by a person described in AS 08.54.785, to a big game hunter in the field, by a person who neither accompanies nor is present with the big game hunter in the field either personally or by an assistant;
- (12) “transportation services” means the carriage for compensation of big game hunters, their equipment, or big game animals harvested by hunters to, from, or in the field; “transportation services” does not include the carriage by aircraft of big game hunters, their equipment, or big game animals harvested by hunters
  - (A) on nonstop flights between airports listed in the Alaska supplement to the Airmen’s Guide published by the Federal Aviation Administration; or
  - (B) by an air taxi operator or air carrier for which the carriage of big game hunters, their equipment, or big game animals harvested by hunters is only an incidental portion of its business; in this subparagraph, “incidental” means transportation provided to a big game hunter by an air taxi operator or air carrier who does not
    - (i) charge more than the usual tariff or charter rate for the carriage of big game hunters, their equipment, or big game animals harvested by hunters; or
    - (ii) advertise transportation services or big game hunting services to the public; in this subparagraph, “advertise” means soliciting big game hunters to be customers of an air taxi operator or air carrier for the purpose of providing air transportation to, from, or in the field through the use of print or electronic media, including advertising at trade shows, or the use of hunt broker services or other promotional services.

**CHAPTER 75.  
BIG GAME COMMERCIAL SERVICES BOARD.**

**Article**

1. **Guide License Qualifications (12 AAC 75.100 - 12 AAC 75.145)**
2. **Registered Guide-Outfitter Operations (12 AAC 75.200 - 12 AAC 75.265)**
3. **Professional Ethics Standards for Guides (12 AAC 75.300 - 12 AAC 75.340)**
4. **Transportation Services (12 AAC 75.395 - 12 AAC 75.460)**
5. **General Provisions (12 AAC 75.900 - 12 AAC 75.990)**

**ARTICLE 1.  
GUIDE LICENSE QUALIFICATIONS.**

**Section**

100. **Application for registered guide-outfitter examination**
105. **Application for master guide-outfitter license**
110. **Registered guide-outfitter examinations**
112. **Game management unit certification examination**
115. **Registered guide-outfitter exempt from examination**
117. **Registered guide-outfitter reexamination**
120. **Application for class-A assistant guide license**
130. **Application for assistant guide license**
140. **Term of guide licenses**
145. **Application for a transporter license**

**12 AAC 75.100. APPLICATION FOR REGISTERED GUIDE-OUTFITTER EXAMINATION.** (a) An applicant for a registered guide-outfitter license who is applying under AS 08.54.610(a)(3)(A) must submit,

- (1) at least 120 days before the date of the next scheduled registered guide-outfitter examination,
    - (A) the applicable fees required in 12 AAC 02.230;
    - (B) a completed application on a form provided by the department; the applicant must indicate if the applicant will be contracting to provide big game commercial services during the licensing period for which the applicant is applying;
    - (C) a list of hunters for whom the applicant has provided big game hunting services in compliance with AS 08.54.610(a)(8);
    - (D) a written certification by the applicant on a form provided by the department certifying the applicant's
      - (i) practical field experience as required in AS 08.54.610(a)(2);
      - (ii) capability to perform "essential duties associated with guiding and outfitting" as defined in 12 AAC 75.990; and
      - (iii) successful experience guiding sheep, moose, brown bear, mountain goat, **and caribou hunts**, if the applicant is seeking licensure for one of these species; the applicant must have been involved in a minimum of three harvests on a guided hunt for each of these listed species in order to be licensed for that species;
    - (E) a signed statement from the applicant certifying that the applicant meets the eligibility requirements in AS 08.54.605;
    - (F) a form completed by the applicant listing the dates that the applicant hunted in the state and certifying that the applicant meets the requirements in AS 08.54.610(a)(5); and
    - (G) the applicant's license number and dates of licensure as a class-A assistant guide, class-A assistant guide-outfitter, assistant guide, or assistant guide-outfitter in the state; and
  - (2) at least 45 days before the date of the next scheduled registered guide-outfitter examination,
    - (A) a complete report of criminal justice information under AS 12.62, including fish and wildlife violations, and if a state other than this state is the applicant's primary state of residence, an equivalent report issued by that other state; and
    - (B) for each guiding, outfitting, transportation, or other hunting services license, if any, issued to the applicant by another state or by a jurisdiction of Canada, verification from the issuing government body that the license has not been suspended or revoked.
- (b) For the purposes of determining the applicable license fee, under (a) of this section, the applicant shall state on the application form whether the applicant is a resident.
- (c) The department will not schedule an applicant for the registered guide-outfitter examination unless the department has received all letters of recommendation required under AS 08.54.610(a)(8) at least 45 days before the date of the examination.
- (d) In addition to meeting the requirements of (a) – (c) of this section, an applicant must
  - (1) have participated in contracted hunts for 125 days over a minimum of three years with at least eight clients; and
  - (2) submit, at least 45 days before the date of the next scheduled registered guide-outfitter examination, an

affidavit signed by an employing registered guide-outfitter attesting that the applicant has met the requirements of this subsection and including a completed form assessing the applicant's skills and abilities in the following areas and explaining negative responses:

- (A) hunting regulations;
- (B) guiding regulations;
- (C) meat care and preservation;
- (D) cape and trophy care;
- (E) trophy judging;
- (F) photography;
- (G) ethics;
- (H) logistics;
- (I) stalking;
- (J) safety procedures;
- (K) first aid;
- (L) emergency protocol;
- (M) firearm use and safety;
- (N) knowledge of property ownership.

(e) The department will schedule an applicant to sit for the registered guide-outfitter examination if items in (a) – (d) of this section are received and verified before the scheduled examination date.

(f) An applicant who appears for an examination and chooses not to take a scheduled test forfeits the examination fees.

**Authority:** AS 08.54.600 AS 08.54.605 AS 08.54.610

**12 AAC 75.105. APPLICATION FOR MASTER GUIDE-OUTFITTER LICENSE.** (a) The department will issue a license as a master guide-outfitter to a person who meets the requirements of AS 08.54.610(b) and this section. An applicant for a master guide-outfitter license must submit

- (1) a completed application on a form provided by the department;
  - (2) the applicable fees required in 12 AAC 02.230;
  - (3) a list of 45 big game hunters for whom the applicant has personally provided guiding or outfitting services in compliance with AS 08.54.610;
  - (4) for each guiding, outfitting, transportation, or other hunting services license, if any, issued to the applicant by another state or by a jurisdiction of Canada, verification from the issuing government body that the license has not been suspended or revoked;
  - (5) the favorable evaluations required under AS 08.54.610(b)(3); and
  - (6) an affidavit identifying the years for which the applicant is requesting to receive guide experience credit.
- (b) For the purposes of determining the applicable license fee, the applicant shall state on the application form whether the applicant is a resident.

**Authority:** AS 08.54.600 AS 08.54.605 AS 08.54.610

**12 AAC 75.110. REGISTERED GUIDE-OUTFITTER EXAMINATIONS.** (a) To be eligible for a registered guide-outfitter license, an applicant must pass the

- (1) qualification examination, which includes a practical examination covering
    - (A) trophy judging of actual antlers and horns;
    - (B) aging of animals;
    - (C) sexing of mountain goats and bears; and
    - (D) capping a big game animal; for this portion of the examination, the applicant must provide a visual recording of the applicant capping a big game animal; and
  - (2) game management unit examination for at least one game management unit.
- (b) The minimum score required to pass the qualification and game management unit registered guide-outfitter examinations is 75 percent on each examination.
- (c) Repealed 11/24/2007.
  - (d) Repealed 11/24/2007.
  - (e) Repealed 7/30/2006.
  - (f) Repealed 11/24/2007.

**Authority:** AS 08.54.600 AS 08.54.605 AS 08.54.610

**12 AAC 75.112. GAME MANAGEMENT UNIT CERTIFICATION EXAMINATION.** (a) The department will schedule an applicant to sit for the certification examination for a game management unit if the applicant submits, at least 45 days before the date of the next scheduled examination,

- (1) a written request and applicable examination fees established in 12 AAC 02.230; and



(2) proof satisfactory to the department of having, for at least 60 days within the game management unit for which the applicant is requesting certification, performed one or more of the following activities in the field:

(A) guiding;

(B) hunting;

(C) trapping;

(D) camping; in this subparagraph, "camping" means using a vehicle, tent, or shelter, or arranging bedding, or both, to stay overnight in the field, regardless of whether the stay is for personal purposes or in a camp as defined in 12 AAC 75.990;

(E) surveying game.

(b) An applicant may take examinations for no more than three game management units at a time.

(c) The department will certify an applicant for a game management unit if the applicant

(1) meets the requirements of this section;

(2) passes the certification examination testing, for the game management unit for which certification is sought, the applicant's knowledge on terrain, game, geography, transportation, logistics, and land ownership; and

(3) is a registered guide-outfitter with a valid license; if the applicant does not already have a valid registered guide-outfitter license, the department will issue certification when the applicant

(A) has met all the qualification requirements of AS 08.54 and this chapter for initial issuance of a registered guide-outfitter license and is issued that license; or

(B) has timely renewed an expired registered guide-outfitter license in accordance with AS 08.54.660 and 08.54.670.

(d) The department will schedule an applicant to sit for a game management unit certification examination if the proof required under (a)(2) of this section is verified before the scheduled examination date.

(e) An applicant who appears for an examination and chooses not to take a scheduled test forfeits the examination fees.

**Authority:** AS 08.54.600 AS 08.54.610

**12 AAC 75.115. REGISTERED GUIDE-OUTFITTER EXEMPT FROM EXAMINATION.** (a) An applicant for a registered guide-outfitter license who is applying under AS 08.54.610(a)(3)(B) must submit,

(1) at least 120 days before the date of the next scheduled examination for game management unit certification,

(A) the applicable fees required in 12 AAC 02.230;

(B) a completed application on a form provided by the department;

(C) a list of hunters for whom the applicant has provided big game hunting services in compliance with AS 08.54.610(a)(8);

(D) a written certification by the applicant on a form provided by the department certifying the applicant's

(i) practical field experience as required in AS 08.54.610(a)(2);

(ii) capability to perform "essential duties associated with guiding and outfitting" as defined in 12 AAC 75.990; and

(iii) successful experience guiding sheep, moose, brown bear, mountain goat, and caribou hunts, if the applicant is seeking licensure for one of these species; the applicant must have been involved in a minimum of three harvests on a guided hunt for each of these listed species in order to be licensed for that species;

(E) a signed statement by the applicant certifying that the applicant meets the eligibility requirements in AS 08.54.605;

(F) a form completed by the applicant listing the dates that the applicant has hunted in the state and certifying that the applicant meets the requirements of AS 08.54.610(a)(5); and

(G) the applicant's license number and dates of licensure that meet the requirements of AS 08.54.610(a)(3)(B), verifying at least 25 years of qualifying experience; and

(2) at least 45 days before the date of the next scheduled examination for game management unit certification,

(A) a complete report of criminal justice information under AS 12.62, including fish and wildlife violations, and if a state other than this state is the applicant's primary state of residence, an equivalent report issued by that other state; and

(B) for each guiding, outfitting, transportation, or other hunting services license, if any, issued to the applicant by another state or by a jurisdiction of Canada, verification from the issuing government body that the license has not been suspended or revoked; and

(C) an affidavit and form completed and signed by an employing registered guide-outfitter assessing the applicant's skills and abilities in the following areas and explaining negative responses:

(i) hunting regulations;

(ii) guiding regulations;

(iii) meat care and preservation;

(iv) cape and trophy care;

(v) trophy judging;

(vi) photography;

- (vii) ethics;
- (viii) logistics;
- (ix) stalking;
- (x) safety procedures;
- (xi) first aid;
- (xii) emergency protocol;
- (xiii) firearm use and safety;
- (xiv) knowledge of property ownership.

(b) For the purposes of determining the applicable license fee, the applicant shall state on the application form whether the applicant is a resident.

(c) The department will not schedule an applicant for the game management unit examination unless the department has received all letters of recommendation required under AS 08.54.610(a)(8) at least 45 days before the date of the examination.

(d) Repealed 7/30/2006.

(e) An applicant who appears for an examination and chooses not to take a scheduled test forfeits the examination fees.

**Authority:** AS 08.54.600 AS 08.54.605 AS 08.54.610

**12 AAC 75.117. REGISTERED GUIDE-OUTFITTER REEXAMINATION.** (a) An applicant who fails a registered guide-outfitter examination may apply for reexamination any time within two years after the date of the first examination. If, within two years after the date of the first examination, the applicant fails to apply for reexamination, the applicant must apply again for initial licensure, and must meet the qualifications in AS 08.54 and this chapter for initial issuance of a registered guide-outfitter license.

(b) An applicant who fails a certification examination for a game management unit may apply for reexamination any time within two years after the date of the first examination. If, within two years after the date of the first examination, the applicant fails to apply for reexamination, and if the applicant

(1) has not already passed a certification examination as required under AS 08.54.610(a)(4) for initial licensure, is not already licensed as a registered guide-outfitter, or on or before the date of reexamination has failed under AS 08.54.660 and 08.54.670 to renew a license for four consecutive years, the applicant must apply again for initial licensure, and must meet the qualifications in AS 08.54 and this chapter for initial issuance of a registered guide-outfitter license; or

(2) either is already licensed as a registered guide-outfitter or has an expired license for which, on or before the date of reexamination, the four consecutive-year period for renewal under AS 08.54.660 and 08.54.670 has not run, and if the failed certification examination is for an additional game management unit, the applicant must apply again under 12 AAC 75.112 and must meet the requirements in that section to sit for the examination.

(c) To apply for reexamination, an applicant must submit, at least 45 days before the date of the examination,

- (1) a written request for reexamination; and
- (2) the examination fee required in 12 AAC 02.230 for the requested examination.

(d) The department may, if staff resources allow, waive the application deadline in (c) of this section.

(e) An examination score is valid for no more than two years. If the examination is a

(1) registered guide-outfitter examination, and if, within two years after the date of the examination, the applicant is not issued a license as a registered guide-outfitter, the applicant must apply again for initial licensure, and must meet the qualifications in AS 08.54 and this chapter for initial issuance of a registered guide-outfitter license;

(2) certification examination for a game management unit and is required under AS 08.54.610(a)(4) for initial licensure, and if, within two years after the date of the examination, the applicant is not issued a license as a registered guide-outfitter, the applicant must apply again for initial licensure, and must meet the qualifications in AS 08.54 and this chapter for initial issuance of a registered guide-outfitter license; or

(3) certification examination for an additional game management unit, not required under AS 08.54.610(a)(4) for initial licensure, and if the applicant has an expired registered guide-outfitter license for which, within the two-year period that the examination score is valid, the four consecutive-year period for renewal under AS 08.54.660 and 08.54.670 runs out, the applicant may not apply that score to meet the initial licensure requirements in AS 08.54.610(a)(4).

**Authority:** AS 08.54.600 AS 08.54.610 AS 08.54.670  
AS 08.54.605 AS 08.54.660

**12 AAC 75.120. APPLICATION FOR CLASS-A ASSISTANT GUIDE LICENSE.** (a) The department will issue a license as a class-A assistant guide to an applicant who meets the requirements of AS 08.54.620 and this section.

(b) Before a class-A assistant guide license will be issued, the department must receive

- (1) the fees required in 12 AAC 02.230;
- (2) a completed application on a form provided by the department;

- (3) verification of the applicant's applicable employment, residency, and hunting experience required under AS 08.54.620(a)(4); an applicant applying for a class-A assistant guide license under
- (A) AS 08.54.620(a)(4)(A) and this section shall submit
    - (i) verification, from employing registered guides or guide-outfitters, of experience spanning three years as described in AS 08.54.620(a)(4)(A)(i); and
    - (ii) an affidavit that the applicant has had the hunting experience required in AS 08.54.620(a)(4)(A)(ii);
  - (B) AS 08.54.620(a)(4)(B) and this section shall submit
    - (i) the evidence required in AS 08.54.620(a)(4)(B)(i) of physical residency;
    - (ii) three affidavits of hunting experience from individuals who certify that the applicant has had the hunting experience required in AS 08.54.620(a)(4)(B)(ii); and
    - (iii) a letter of recommendation from a licensed registered guide-outfitter who intends to employ the applicant as a class-A assistant guide;
- (4) a copy of the applicant's valid first aid card issued by the Red Cross or a similar organization recognized by the department;
- (5) a signed statement from the applicant certifying that the applicant meets the eligibility requirements in AS 08.54.605;
- (6) a complete report of criminal justice information under AS 12.62, including fish and wildlife violations, and if a state other than this state is the applicant's primary state of residence, an equivalent report issued by that other state;
- (7) for each guiding, outfitting, transportation, or other hunting services license, if any, issued to the applicant by another state or by a jurisdiction of Canada, verification from the issuing government body that the license has not been suspended or revoked; and
- (8) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.54 and this chapter, scoring a minimum of 70 percent.
- (c) A class-A assistant guide licensed under AS 08.54.620(a)(4)(B) may be certified for additional game management units in which the licensee does not reside if that licensee also meets the requirements of AS 08.54.620(a)(4)(A).

**Authority:** AS 08.54.600 AS 08.54.605 AS 08.54.620

**12 AAC 75.130. APPLICATION FOR ASSISTANT GUIDE LICENSE.** (a) The department will issue a license as an assistant guide to an applicant who meets the requirements of AS 08.54.630 and this section. An assistant guide license applicant shall submit

- (1) the fees required in 12 AAC 02.230;
- (2) a completed application on a form provided by the department;
- (3) a copy of the applicant's valid first aid card issued by the American Red Cross or a similar organization recognized by the department;
- (4) a form completed by the applicant listing the dates the applicant has hunted in the state and certifying that the applicant meets the requirements in AS 08.54.630(a)(2);
- (5) a written recommendation or evidence as required in AS 08.54.630(a)(4);
- (6) a signed statement from the applicant certifying that the applicant meets the eligibility requirements in AS 08.54.605;
- (7) a complete report of criminal justice information under AS 12.62, including fish and wildlife violations, and if a state other than this state is the applicant's primary state of residence, an equivalent report issued by that other state;
- (8) for each guiding, outfitting, transportation, or other hunting services license, if any, issued to the applicant by another state or by a jurisdiction of Canada, verification from the issuing government body that the license has not been suspended or revoked; and
- (9) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.54 and this chapter, scoring a minimum of 70 percent.

(b) An unlicensed person receiving training for purposes of experience necessary to apply for licensure as an assistant guide under this section may participate in activities identified in AS 08.54.635(b), when a licensed guide is physically present.

(c) To be physically present for purposes of this section, the licensed guide must be primarily in or near camp while an unlicensed person is performing the activities of field preparation of trophies and using guiding or outfitting equipment, including spotting scopes and firearms. An unlicensed person may take necessary action to prevent the spoilage or loss of a trophy while unsupervised. While an unlicensed person is accompanying a licensed guide and client during the final portion of stalking, pursuing, tracking, killing, or attempting to kill big game, the unlicensed person must act under the close and immediate supervision of the licensed guide. An unlicensed person under this section may not direct the actions of a hunter to stalk, take, or attempt to take a big game animal.

**Authority:** AS 08.54.600 AS 08.54.630 AS 08.54.790

**12 AAC 75.140. TERM OF GUIDE LICENSES.** Registered guide-outfitter, class-A assistant guide, and assistant guide licenses expire on December 31 of odd-numbered years.

**Authority:** AS 08.01.100 AS 08.54.600

**12 AAC 75.145. APPLICATION FOR A TRANSPORTER LICENSE.** (a) The department will issue a license as a transporter to an applicant who meets the requirements of AS 08.54.650 and this section. An applicant for a transporter license must submit

- (1) a completed application on a form provided by the department;
- (2) the applicable fees required in 12 AAC 02.230;
- (3) proof of financial responsibility in accordance with 12 AAC 75.420;
- (4) copies of the Federal Aviation Administration and United States Coast Guard licenses applicable to the applicant's operations;
- (5) the name of one individual who is responsible for managing the transporter's business activities; and
- (6) the jurisprudence questionnaire prepared by the board covering the provisions of AS 08.54 and this chapter, scoring a minimum of 70 percent.

(b) In addition to meeting the requirements in (a) of this section, an applicant that is a

- (1) corporation must submit proof of either a certificate of incorporation or a certificate of authority in good standing under AS 10, and if the corporation is organized in this state, proof of articles of incorporation in good standing under AS 10;
- (2) limited liability company, proof of either articles of organization or registration in good standing under AS 10.50;
- (3) limited liability partnership, proof of either a statement of qualification or a statement of foreign qualification in good standing under AS 32.06.911 – 32.06.925; or
- (4) limited partnership, proof of either a certificate of limited partnership or registration in good standing under AS 32.11.

(c) To change the individual identified under (a)(5) of this section, a licensed transporter must file with the department, within 20 days after the date of the change, a written statement verifying the change and identifying the new individual responsible for managing the transporter's business activities.

(d) A licensed transporter shall notify the department in accordance with 12 AAC 02.900 if the transporter's mailing address changes.

**Authority:** AS 08.54.600 AS 08.54.650 AS 08.54.660

## ARTICLE 2. REGISTERED GUIDE-OUTFITTER OPERATIONS.

### Section

- 200. Registered guide-outfitter providing services
- 205. Distribution and use of hunt records
- 210. Hunt record
- 220. Proof of financial responsibility
- 230. Guide-outfitter use area registration
- 235. Guide-outfitter use area maps
- 240. Supervision
- 250. Participation in a hunt
- 260. Registered guide-outfitter contract requirements
- 265. Guide use area boundary changes

**12 AAC 75.200. REGISTERED GUIDE-OUTFITTER PROVIDING SERVICES.** (a) In addition to the restrictions in AS 08.54.720, a registered guide-outfitter may provide transportation services only in a guide use area for which the guide-outfitter is registered, unless the guide-outfitter also holds a transporter license.

(b) A registered guide-outfitter who provides transportation or outfitting services in a guide use area, for which the guide-outfitter is registered, shall complete a hunt record for each client transported or outfitted.

**Authority:** AS 08.54.600 AS 08.54.610 AS 08.54.750

**12 AAC 75.205. DISTRIBUTION AND USE OF HUNT RECORDS.** (a) The department will issue uniquely identifiable hunt records to a registered guide-outfitter with a valid license who has proof of financial

responsibility in accordance with 12 AAC 75.220 on file with the board. Once the department issues the hunt records, the board

- (1) will consider the hunt records to be in the possession of the registered guide-outfitter; and
- (2) may discipline the registered guide-outfitter under AS 08.54.710(a)(2) if the
  - (A) registered guide-outfitter loses or misplaces the hunt records, or fails to return hunt records as required under this section or upon the department's request;
  - (B) hunt records are damaged or destroyed while in the registered guide-outfitter's possession; or
  - (C) hunt records, while in the registered guide-outfitter's possession, are used in a manner that violates AS 08.54.760, this section, or 12 AAC 75.210.
- (b) The hunt records must be used by the assigned registered guide-outfitter. Blank hunt records may be transferred to another contracting registered guide-outfitter, if the transferee notifies the department within 60 days that a transfer has taken place.
- (c) All copies of a hunt record must be completed in accordance with 12 AAC 75.210. Copies must be distributed in accordance with 12 AAC 75.210.
- (d) A voided hunt record must be returned to the department.
- (e) Repealed 3/21/2010.
- (f) A maximum of 50 hunt records will be issued to a registered guide-outfitter and may be in the registered guide-outfitter's possession at any given time. Additional hunt records may be issued. However, upon a written request and showing of good cause, as determined by the department, a registered guide-outfitter may have more than 50 hunt records assigned and in the registered guide-outfitter's possession.
- (g) A registered guide-outfitter who misplaces or loses a hunt record shall submit to the department
  - (1) a notarized statement documenting the loss of the hunt record; and
  - (2) client information not already submitted to the department under 12 AAC 75.210.

**Authority:** AS 08.54.600 AS 08.54.660 AS 08.54.760

**12 AAC 75.210. HUNT RECORD.** (a) The hunt record required by AS 08.54.760 must be on a form provided by the department, titled *Registered Guide-Outfitter Hunt Record*, dated December 2017, and adopted by reference. This form is established by the board for review of the information required to be submitted by registered guide-outfitters.

- (b) Before a hunt, a registered guide-outfitter who contracts to guide, transport, or outfit a hunt shall complete or have completed the portions of the hunt record form that are required to be completed before a hunt.
- (c) A copy of the hunt record must be with the client for the duration of a hunt.
- (d) At the conclusion of the hunt, the registered guide-outfitter shall complete the applicable remaining portions of the hunt record.
- (e) The registered guide-outfitter shall **furnish one copy of the completed hunt record to the client and** retain one copy for four years at the registered guide-outfitter's regular place of business.
- (f) A hunt record must be produced for inspection upon request by an agent of the board or department or any state or federal enforcement agent authorized to enforce guiding, game, or game management statutes or regulations.
- (g) If a big game hunting client contracts to hunt big game with more than one registered or master guide-outfitter, a separate hunt record must be completed by each registered or master guide-outfitter and each client. The department will not accept hunt records signed by more than one guide-outfitter.

**Authority:** AS 08.54.600 AS 08.54.660 AS 08.54.760

**Editor's note:** Copies of the *Registered Guide-Outfitter Hunt Record* Form, adopted by reference in 12 AAC 75.210, may be obtained from the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, Big Game Commercial Services Board, 333 Willoughby Avenue, Juneau, AK 99801; telephone: (907) 465-2543; Internet: <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BigGameCommercialServicesBoard.aspx>.

**12 AAC 75.220. PROOF OF FINANCIAL RESPONSIBILITY.** (a) Repealed 12/1/2007.

- (b) An applicant who intends to contract to guide or outfit a big game hunt shall
  - (1) certify that the applicant has and will maintain during the licensing period, assets, general liability insurance, or a bond totaling at least a minimum of \$100,000 that will be available for payment of a judgment against the applicant resulting from the applicant's big game hunting services; and
  - (2) list the assets, insurance, or bond, including, if applicable,
    - (A) a description of the assets, their fair market value less any liens, identification of any liens against the assets, and the location of the assets; and
    - (B) the name of the company issuing the insurance or bond, the policy or bond number, and the amount and type of coverage supplied by the insurance or bond.
- (c) A registered guide-outfitter who indicated on the application for initial license or renewal that the registered guide-outfitter would not contract to guide or outfit a big game hunt shall notify the department and provide the



information required in (b) of this section before the registered guide-outfitter may contract to guide or outfit a big game hunt.

(d) A registered guide-outfitter shall notify the department within 10 days of any change to the information reported under (b) of this section.

(e) The department may require additional documentation to substantiate the information provided in (b) of this section before approving an applicant for initial licensure or license renewal.

**Authority:** AS 08.54.600 AS 08.54.610 AS 08.54.680

**12 AAC 75.230. GUIDE USE AREA REGISTRATION.** (a) The department will register an applicant in a guide use area if the applicant meets the requirements of AS 08.54.750 and this section. For each guide use area for which a registered guide-outfitter is registering, the registered guide-outfitter shall submit the following information on a form provided by the department:

- (1) the applicant's registered guide-outfitter license number;
- (2) the guide use area for which the registered guide-outfitter is registering;
- (3) certification in the game management unit in which the registered guide-outfitter is applying;
- (4) a sworn statement by the applicant attesting to the required land use authorization;
- (5) a sworn statement by the applicant attesting to the ability to provide services on at least 5,000 contiguous acres of uplands in the guide use area requested;
- (6) whether registration is for a single calendar year or multiple calendar years.

(b) Unless it is issued for multiple calendar years, a guide use area registration issued under AS 08.54.750 and this section expires on December 31 of each year. A registration for multiple calendar years expires on December 31 of the last year for which it is issued. To re-register, the registered guide-outfitter must again submit a complete application under (a) of this section.

(c) A registered guide-outfitter may register for a maximum of five calendar years ending on December 31, including the calendar year in which the registration becomes effective. A registration for multiple calendar years may be withdrawn or changed annually, with the withdrawal or change to take effect on or after January 1 of the next calendar year.

(d) In accordance with AS 08.54.750, a registration will be considered effective 30 days after the date the registration is submitted to the department, or 30 days after the date the application is considered complete, whichever is later.

(e) A registered guide-outfitter who is registered in three guide use areas may register for and conduct big game hunting services in a portion of one additional guide use area on federal land adjacent to a guide use area for which the registered guide-outfitter is already registered if the registered guide-outfitter meets the requirements of (a)(1) – (5) and (f) of this section, and submits

- (1) the guide use area map that identifies the portion of the additional guide use area that is located on federal land and is adjacent to a guide use area for which the registered guide-outfitter is currently registered; and
- (2) a letter from the federal landholder that states that the area would otherwise remain unused by a registered guide-outfitter because the boundaries do not coincide with boundaries of a federal big game guide concession or permit area.

(f) A registered guide-outfitter may not register for, or provide services within, a guide use area unless the applicant has written authorization by the landowner or appropriate representative in the form of a permit, registration or letter to provide big game hunting services on at least 5,000 contiguous acres of uplands in the guide use area.

(g) A registered guide-outfitter or master guide-outfitter who was unable to hunt a brown bear in game management unit 9 in the spring 2020 season may register for the 2021 spring brown bear season in game management unit 9, if

- (1) the registered guide-outfitter or master guide-outfitter registers on a form provided by the department;
- (2) the registered guide-outfitter or master guide-outfitter provides either

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

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

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

(h) A registered guide-outfitter or master guide-outfitter must register for a minimum of three years in a guide use area at the time of registration.

**Authority:** AS 08.54.600 AS 08.54.750

**12 AAC 75.235. GUIDE-OUTFITTER USE AREA MAPS.** The set of maps titled *Guide-Outfitter Use Area Maps*, dated June 22, 1994, as amended December 2009, July 2011, December 2011, and November 2015, also

titled *Guide-Outfitter Use Area Maps*, is adopted by reference. This set of maps prepared by the Department of Natural Resources depicts the boundaries of the guide use areas established under AS 08.54.750(g).

**Authority:** AS 08.54.600 AS 08.54.750

**Editor's note:** Copies of the *Guide-Outfitter Use Area Maps*, adopted by reference in 12 AAC 75.235, are available for inspection at the Department of Natural Resources, Division of Mining, Land and Water offices in Anchorage at the Robert B. Atwood Building, 550 W. 7th Avenue, Suite 900C, and in Fairbanks at 3700 Airport Way, and at the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing office in Juneau at the State Office Building, 9th Floor, 333 Willoughby Avenue. Electronic equivalents of the *Guide-Outfitter Use Area Maps* are also available through the Department of Natural Resources, Division of Mining, Land and Water website at: <http://dnr.alaska.gov/mlw/gcp/gua.cfm>.

**12 AAC 75.240. SUPERVISION.** (a) A registered guide-outfitter who contracts to guide a hunt shall plan, direct, and monitor the big game hunting services provided to the client.

(b) At the conclusion of the hunt, a registered guide-outfitter who contracts to guide a hunt shall evaluate the performance of the assistant guide, class-A assistant guide, or registered guide-outfitter involved in the hunt to determine whether the big game hunting services provided to the client were satisfactory.

(c) To comply with (b) of this section, the contracting registered guide-outfitter shall verbally communicate, by telephone or radio, or in person, with the client and the assistant guide, class-A assistant guide, or registered guide-outfitter involved in the hunt, separately or together, at least once within 10 days after the conclusion of the hunt. The contracting registered guide-outfitter shall obtain the necessary information to evaluate the performance of the assistant guide, the class-A assistant guide, or registered guide-outfitter and determine whether the big game hunting services were provided safely, in accordance with state and federal law, and to the satisfaction of the client.

(d) The contracting registered guide-outfitter shall make a good faith effort to verbally communicate with the client to obtain the necessary information to evaluate the performance of the assistant guide, class-A assistant guide, or registered guide-outfitter. If the attempt to verbally communicate with the client is unsuccessful, the contracting registered guide-outfitter shall write to the client and request the necessary information to evaluate the performance of the assistant guide, the class-A assistant guide, or registered guide-outfitter. The contracting registered guide-outfitter shall write to the client within 60 days after the conclusion of the hunt.

(e) A registered guide-outfitter shall document on the hunt record the date the registered guide-outfitter complied with the verbal, or if applicable the written, client communication requirements in (c) and (d) of this section.

(f) The contracting registered-guide outfitter or a noncontracting registered guide-outfitter or class-A assistant guide supervising an assistant guide shall be available in the same guide use area, or an adjacent guide use area with a common border, to direct and monitor the big game hunting services provided to the client, except during times when

- (1) an emergency situation exists that requires the guide's assistance; or
- (2) the contracting registered guide-outfitter or noncontracting registered guide-outfitter or class-A assistant guide supervising the hunt is outside the guide use area or neighboring guide use area while
  - (A) in transit with meat or trophies from that or a neighboring guide use area;
  - (B) in transit with food, supplies, or clients directly associated with conducting guided hunts in that or a neighboring guide use area; or
  - (C) conducting important duties that are essential for completion of current contracted hunts.

(g) Repealed 7/30/2006.

- (h) In this section, "emergency situation" means a situation in which a person is in a remote area and
- (1) is involuntarily experiencing an absence of food, water, shelter, or medical care required to sustain life or health;
  - (2) is lost;
  - (3) is unable to perform the functions necessary for survival, leading to a high risk of death or serious and permanent health problems without the assistance of the guide; or
  - (4) the guide's presence is necessary for a family medical condition.

(i) For purposes of the requirement in AS 08.54.610(e) for supervision of a contracted hunt, and in addition to the requirements of this section, the contracting registered guide-outfitter may plan, direct, and monitor a contracted hunt

- (1) while in the field and present in
  - (A) the same game management unit in which the contracted hunt is taking place;
  - (B) a game management unit adjacent to and sharing a common border with the unit in which the contracted hunt is taking place; or
  - (C) a location that is no further than 50 miles from the nearest boundary of an area or unit described in (A) or (B) of this paragraph; and
- (2) if performing those activities, while in the field and present in a location listed in (1) of this subsection, is practicable; for purposes of this paragraph, planning, directing, and monitoring the contracted hunt is not practicable if the contracting registered guide-outfitter cannot communicate in person, communicate personally by telephone, or

communicate personally by radio with the assistant guide, class-A assistant guide, or registered guide-outfitter involved in the contracted hunt.

**Authority:** AS 08.54.600 AS 08.54.620 AS 08.54.710  
AS 08.54.610 AS 08.54.630

**12 AAC 75.250. PARTICIPATION IN A HUNT.** (a) Repealed 6/2/2011.

(b) A registered guide-outfitter who contracts to guide a hunt and who is participating in a hunt as required in AS 08.54.630(b)(3) shall be in communication, either personally or through an agent, with the assistant guide, who is in the field with the client, at least once during the hunt if the hunt is longer than five days.

(c) In this section, "communication" includes in-person contact, radio contact, telephone contact, and signaling.

(d) A registered guide-outfitter who contracts to outfit a hunt shall

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

(2) either personally or through a class-A assistant guide, an assistant guide, or a licensed transporter, transport the client into and out of the field at the planned date, time, and location, unless prevented by weather, mechanical problems, or other safety concerns; and

(3) check on or communicate with a client in the field as agreed to before transporting that client.

**Authority:** AS 08.54.600 AS 08.54.620 AS 08.54.710  
AS 08.54.610 AS 08.54.630

**12 AAC 75.260. REGISTERED GUIDE-OUTFITTER CONTRACT REQUIREMENTS.** (a) A contracting registered guide-outfitter shall deliver a written contract to the client within 90 days after receipt of a deposit, or before services are provided, whichever is earlier.

(b) A contract must

(1) include the name, license number, and signature of the guide-outfitter, and must include the name of the guide-outfitter's business if it is different from the name of the individual guide-outfitter;

(2) include the name and signature of the client;

(3) list each big game animal to be hunted, and must identify the primary animal to be hunted;

(4) list the approximate times and dates that the client will be in the field;

(5) list the number of hunting days and dates for each species, if appropriate;

(6) state the cost and payment schedule;

(7) state the amount of the trophy fee, if any, and must identify who is responsible for the cost of the license and tags;

(8) state the extra transportation cost, if any;

(9) include a statement of services provided, including lodging, meals, number of clients per guide, trophy care and shipping, care of meat, and clarification of who is responsible for what;

(10) set out the deposit refund or transfer policy upon cancellation;

(11) include a statement about compensation for any delay of the client arriving in the field on schedule or for the client departing the field before the contracted hunt ends; and

(12) identify who is responsible for private and federal land use fees.

(c) A registered guide-outfitter shall retain a copy of the contract for at least four years.

(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 for each guide use area in which a unique verification code is required from the department before entering an application for the client. Unique verification codes 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. Unique verification codes are current until the associated guide use area registration expires or is withdrawn or amended. Unique verification codes may only be utilized by the contracting registered or master guide who is applying clients for a drawing hunt permit.

(e) A contract may be amended at any time before the conclusion of the hunt, as recorded on the hunt record, with the signature of the contracting guide-outfitter and the client.

**Authority:** AS 08.54.600 AS 08.54.720 AS 08.54.790  
AS 08.54.680

**12 AAC 75.265. GUIDE USE AREA BOUNDARY CHANGES.** (a) The board may propose to amend guide use area boundaries

(1) on its own motion;

(2) upon the recommendation of the Department of Fish and Game; or

(3) in response to a petition from another person.



(b) At least 90 days before the date of a board meeting at which guide use area boundaries changes are proposed, the department will publish, in a newspaper of general circulation, a notice soliciting petitions to propose amendments to guide use area boundaries. To be considered for proposal by the board at the board's next meeting, a petition must be received by the department no later than 60 days after the notice is published.

(c) If the board proposes to amend guide use area boundaries, the board will mail notice of the proposed amendment to

(1) each registered guide-outfitter with a valid license who is registered for a guide use area the boundaries of which are proposed for amendment;

- (2) the Department of Natural Resources;
- (3) the Department of Fish and Game; and
- (4) the Department of Public Safety.

(d) The board may amend guide use area boundaries after considering whether

- (1) the Department of Fish and Game objects to the proposed amendment; and
- (2) amendment of existing guide use area boundaries is necessary in order to respond to
  - (A) big game conservation and management concerns, including
    - (i) abundance and diversity of big game;
    - (ii) the historical harvest of big game in an area; and
    - (iii) existing administrative boundaries established for wildlife management purposes;
  - (B) law enforcement concerns;
  - (C) land ownership in an area;
  - (D) administrative restrictions;
  - (E) the existence of boundaries that can be readily identified in the field;
  - (F) the accessibility of an area and other transportation considerations;
  - (G) the existence of complementary and noncomplementary land uses within an area;
  - (H) recommendations of the Department of Natural Resources;
  - (I) the existing facilities within the area;
  - (J) any public comment received; and
  - (K) other considerations relevant to the drawing of guide use area boundaries.

Authority: AS 08.54.600

AS 08.54.750

### ARTICLE 3. PROFESSIONAL ETHICS STANDARDS FOR GUIDES.

#### Section

300. (Repealed)  
310. (Repealed)  
320. (Repealed)  
330. (Repealed)  
340. Professional ethics standards for guides

12 AAC 75.300. PROFESSIONAL COMPETENCE STANDARDS FOR GUIDES. Repealed 7/30/2006.

12 AAC 75.310. RESPONSIBILITIES OF GUIDES. Repealed 7/30/2006.

12 AAC 75.320. TRANSPORTING MEAT. Repealed 4/6/2001.

12 AAC 75.330. DUTIES OF A REGISTERED GUIDE. Repealed 4/6/2001.

12 AAC 75.340. PROFESSIONAL ETHICS STANDARDS FOR GUIDES. (a) **Unethical activities.** A master guide-outfitter, registered guide-outfitter, assistant guide, or class-A assistant guide may not participate in an unethical activity that may result in a disciplinary sanction under AS 08.54.710. In this subsection, "unethical activity"

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

(2) includes

- (A) failing to comply with the standards set out in (b) – (f) of this section;
- (B) failing to fulfill a condition or requirement established as a disciplinary sanction under AS 08.54.710;
- (C) failing to fulfill the supervision, hunt participation, and other requirements of this chapter; and
- (D) failing to report to the board, within 30 days after the date of conviction, a conviction in this state, another state, or the United States for a

- (i) violation of a state or federal statute or regulation related to hunting;
  - (ii) violation of a state or federal statute or regulation relating to guiding, outfitting, transportation, or other hunting services; or
  - (iii) felony;
- (E) failing to comply with an order from the board.
- (b) **Compliance with law.** All classes of guides shall
- (1) comply with applicable state and federal statutes and regulations; and
  - (2) obtain prior authorization as appropriate before entering or remaining on private, state, or federal land during the course of providing big game hunting services.
- (c) **Client and employee care standards.** All classes of guides shall
- (1) take every reasonable measure to assure the safety and comfort of the client, including ensuring that during the hunt
    - (A) adequate supplies are present to provide first aid for injuries that are reasonably expected in the field;
    - (B) sufficient supplies are present to provide for emergencies, including food, clothing, and a source of heat; and
    - (C) food and shelter are present that are normally considered satisfactory under field conditions;
  - (2) avoid intentionally, recklessly, or carelessly exposing an employee or client to undue hazards;
  - (3) advise clients and employees involved in a hunt of the applicable state and federal statutes and regulations relating to hunting, land use, wildlife, big game hunting services, and conservation;
  - (4) ensure that the proper hunting licenses, hunt record, game tags, and harvest reports for the big game species being hunted are in the client's possession before the hunt begins;
  - (5) ensure that the appropriate tags are attached to any game taken by a client and all game is sealed or marked as required by 5 AAC 92;
  - (6) advise a client before a hunt of the game population in the hunting area; and
  - (7) provide remuneration in a complete and timely manner of debts or refunds owed to clients or contracting guides, or wages owed to an employee.
- (d) **Field craft standards.** All classes of guides shall
- (1) conduct themselves in a professional sportsman like manner, and treat wildlife, wild lands, and all users with courtesy and respect;
  - (2) use every lawful means at the licensee's disposal to bag a wounded animal while it is in danger of escaping, or, in a serious emergency, while human life or well-being is endangered;
  - (3) barring unforeseen conditions, properly prepare according to generally accepted procedures, all antlers, horns, hides, and capes to be delivered to the taxidermist or to the client at the conclusion of a hunt in a satisfactory and unspoiled condition, unless the guide is providing only outfitting and transportation services for the client;
  - (4) endeavor to salvage all meat of animals taken by clients, in accordance with state statutes and regulations;
  - (5) except for brown bear, grizzly bear, wolves, and wolverine, transport the meat of a big game animal taken by the client in accordance with 5 AAC 92;
  - (6) respect gear, equipment, food, shelter, and camps established by other users;
  - (7) avoid staging unused or unattended camps and gear to discourage other users from utilizing a location;
  - (8) allow appropriate buffer areas between hunters and camps in order to avoid disrupting hunts and hunting experiences;
  - (9) refrain from using any mechanical powered equipment to knowingly herd, drive, chase, or harass big game animals;
  - (10) to avoid altering the hunting experience of other hunters, refrain from making multiple, consecutive approaches in any mechanical powered equipment, near any big game animal or group of big game animals during any open hunting season for that species, unless
    - (A) hunting brown, grizzly, or black bears from January 1 through June 30 in an area with an allowable harvest under 5 AAC 85 and 5 AAC 92, of one or more brown or grizzly bears per regulatory year; in this subparagraph, "regulatory year" has the meaning given in 5 AAC 92.990; or
    - (B) specifically authorized under another statute or regulation;
  - (11) avoid utilizing global positioning system (GPS) or other electronic devices to locate and stalk a big game animal for the purpose of harvest; and
  - (12) respond personally or through an assistant to requests for assistance communicated during the hunt; a contracting or employing guide must respond within a reasonable time based on the urgency of the request, weather conditions, and other safety factors.
- (e) **Standards for cooperation with law enforcement officers and for conservation awareness.** All classes of guides shall
- (1) cooperate with state or federal law enforcement officers;
  - (2) provide any information to assist law enforcement or state and federal wildlife officials; and
  - (3) practice sound wildlife conservation and create an awareness of conservation needs and practices when dealing with the public.
- (f) **Standards of professionalism.** A guide

- (1) of any class may not make guarantees as to the success of a hunt or the number of animals to be taken on a hunt;
- (2) shall provide supervision as required from a guide of that class, and make a good faith effort to make the verbal or, if applicable, the written client communication as required in 12 AAC 75.240;
- (3) if permitted to advertise or sell big game hunts under AS 08.54, may not advertise or sell big game hunts to be conducted solely on tidelands; a guide of any class may not provide big game hunting services on tidelands or below mean high water mark in fresh water, except on those tidelands and below mean high water mark lands that are immediately adjacent to uplands on which the guide has authorization to provide big game hunting services; in this paragraph, "tidelands" has the meaning given in AS 38.05.965; and
- (4) if permitted to advertise under AS 08.54, may not misrepresent services by false or misleading advertising.

**Authority:** AS 08.54.600 AS 08.54.680 AS 08.54.710

**ARTICLE 4.  
TRANSPORTATION SERVICES.**

**Section**

- 395. Distribution and use of transporter activity reports**
- 400. Transporter activity report**
- 410. Term of transporter license**
- 420. Proof of transporter’s financial responsibility**
- 430. (Repealed)**
- 440. Professional ethics standards for providers of transportation services**
- 450. Transporter contract requirements**
- 460. Species-specific licensing**

**12 AAC 75.395. DISTRIBUTION AND USE OF TRANSPORTER ACTIVITY REPORTS.** (a) Upon request, the department will issue transporter activity reports to a transporter with a valid license. Once the department issues the activity reports, the board

- (1) will consider them to be in the possession of the transporter until they are returned; and
- (2) may discipline the transporter under AS 08.54.710(a)(2) if the
  - (A) transporter loses or misplaces the activity reports, or fails to return them as required under this section or upon the department's request;
  - (B) activity reports are damaged or destroyed while in the transporter's possession; or
  - (C) activity reports, while in the transporter's possession, are used in a manner that violates AS 08.54.650, this section, or 12 AAC 75.400.
- (b) The transporter activity reports must be used only by the assigned transporter. Transporter activity reports may not be shared.
- (c) All copies of a transporter activity report must be completed in accordance with 12 AAC 75.400.
- (d) A voided transporter activity report must be returned to the department.
- (e) Repealed 12/2/2012.
- (f) A maximum of 150 transporter activity reports will be issued to a transporter and may be in the transporter's possession at any given time. Additional transporter activity reports may be issued. However, upon a written request and showing of good cause, as determined by the department, a transporter may have more than 150 transporter activity reports assigned and in the transporter's possession.
- (g) A transporter who misplaces or loses a transporter activity report shall submit to the department
  - (1) a notarized statement documenting the loss of the transporter activity report; and
  - (2) client information not already submitted to the department under 12 AAC 75.400.

**Authority:** AS 08.54.600 AS 08.54.650 AS 08.54.660

**12 AAC 75.400. TRANSPORTER ACTIVITY REPORT.** (a) Each transporter activity report required by AS 08.54.650 must be on a form provided by the department, titled *Transporter Activity Report*, dated October 2012, and adopted by reference. This form is established by the board for review of the information required by AS 08.54.650.

- (b) On the day a client is transported, a transporter shall complete or have completed the portions of the transporter activity report that are required to be completed at that time.
- (c) Immediately after transporting the client out of the field, the transporter shall complete the applicable remaining portions of the transporter activity report.
- (d) The transporter shall make the transporter activity report available for inspection upon request by an agent of the board or department or any state or federal enforcement agent authorized to enforce guiding, game, or game management statutes or regulations.

(e) During portions of a hunt, a transporter is exempt from transporter activity report requirements of this section when providing transportation services for a client to, from, or in between specific locations operated by another transporter or registered guide-outfitter who has contracted this same hunt with the same client.

(f) To comply with the annual reporting requirement of AS 08.54.650(c), a transporter shall submit to the department a completed transporter activity report for each contracted transportation service within 75 days after the completion of the transportation service.

**Authority:** AS 08.54.600 AS 08.54.660 AS 08.54.760  
AS 08.54.650

**Editor's note:** Copies of the *Transporter Activity Report*, adopted by reference in 12 AAC 75.400, may be obtained from the Department of Commerce, Community, and Economic Development, Division of Corporations, Business and Professional Licensing, Big Game Commercial Services Board, 333 Willoughby Avenue, Juneau, AK 99801; telephone: (907) 465-2543, website: <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/BigGameCommercialServicesBoard.aspx>.

**Authority:** AS 08.54.600 AS 08.54.660 AS 08.54.760  
AS 08.54.650

**12 AAC 75.410. TERM OF TRANSPORTER LICENSE.** A transporter license expires on December 31 of odd-numbered years.

**Authority:** AS 08.01.100 AS 08.54.600

**12 AAC 75.420. PROOF OF TRANSPORTER'S FINANCIAL RESPONSIBILITY.** (a) Repealed 12/1/2007.

(b) An applicant for a transporter license shall

(1) certify that the applicant has and will maintain during the licensing period, assets, general liability insurance, or a bond totaling at least a minimum of \$100,000 that will be available for payment of a judgment against the applicant resulting from the applicant's transportation services; and

(2) list the assets, insurance, or bond, including, if applicable,

(A) a description of the assets, their fair market value less any liens, identification of any liens against the assets, and the location of the assets; and

(B) the name of the company issuing the insurance or bond, the policy or bond number, and the amount and type of coverage supplied by the insurance or bond.

(c) A transporter shall notify the department within 10 days of any change to the information reported under (b) of this section.

(d) The department may require additional documentation to substantiate the information provided in (b) of this section before approving an applicant for licensure or license renewal.

**Authority:** AS 08.54.600 AS 08.54.660 AS 08.54.680  
AS 08.54.650

**12 AAC 75.430. PROFESSIONAL COMPETENCE STANDARDS FOR PROVIDERS OF TRANSPORTATION SERVICES.** Repealed 7/30/2006.

**12 AAC 75.440. PROFESSIONAL ETHICS STANDARDS FOR PROVIDERS OF TRANSPORTATION SERVICES.** (a) **Unethical activities.** A transporter, master guide-outfitter, or registered guide-outfitter may not participate in an unethical activity that may result in a disciplinary sanction under AS 08.54.710. In this subsection, "unethical activity"

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

(2) includes

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

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

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

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

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

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

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

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

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

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

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

(3) transport the client into and out of the field at the planned date, time, and location, unless prevented by weather, mechanical problems, or other safety concerns;

(4) check on or communicate with a client in the field as agreed to before transporting that client;

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Authority:** AS 08.54.600 AS 08.54.720 AS 08.54.790  
AS 08.54.710

**12 AAC 75.450. TRANSPORTER CONTRACT REQUIREMENTS.** (a) A transporter or a registered guide-outfitter contracting solely to provide transportation services shall deliver a written contract to the client

(1) within 90 days after receipt of a deposit, and before transportation services are provided; or

(2) as soon as possible, and before transportation services are provided, if a deposit is received less than 90 days before transportation services are to be provided.

(b) A written contract to provide transportation services must

(1) include the name, license number, and signature of the transporter or guide-outfitter, and must include the name of the transporter's or guide-outfitter's business if it is different from the name of the individual transporter or guide-outfitter;

(2) include the name and signature of the client;

(3) **list each big game animal to be hunted;**

(4) state the cost, payment schedule, and specific weight limitation, if any;

(5) set out the deposit refund or transfer policy upon cancellation;

(6) state that services are for transportation only;

(7) state that guide services are not provided;

(8) state that the client is responsible for salvage of the meat during the hunt;

(9) state that the client is responsible for salvage of the meat after the hunt unless the meat is legally transferred to a third party;

(10) identify the methods of communication with the transporter during the time clients are in the field, such as use of a satellite phone, VHF radio, overflight, or signal device;

(11) state who is responsible for the cost of extra trips to transport meat if necessary;

(12) include the following statement: "A licensed transporter may provide transportation services with accommodations only at a permanent lodge, house, or cabin owned by the transporter or on a boat with permanent living quarters located on salt water. A licensed transporter may not accompany or remain in the field with a big game hunter who is a client of the transporter except as necessary to perform transportation services"; and



(13) include the following statement: “A licensed transporter may not provide vehicles, fuel, camping, hunting equipment, or any hunting services such as skinning, caping, or cleaning of game, glassing, and packing in the field, including from a permanent structure or on a boat on salt water.”

(c) A transporter shall retain a copy of the contract for at least four years.

(d) During portions of a hunt, a transporter is exempt from transporter contracting requirements of this section when providing transportation services for a client to, from, or in between specific locations operated by another transporter or registered guide-outfitter who has contracted this same hunt with the same client.

**Authority:** AS 08.54.600 AS 08.54.680 AS 08.54.790  
AS 08.54.650 AS 08.54.720

**12 AAC 75.460. SPECIES-SPECIFIC LICENSING.** (a) A registered guide-outfitter who was initially licensed on or after July 30, 2006, and who wishes to contract to guide a hunt for sheep, moose, brown bear, or mountain goat, must have the specific species named on the registered guide-outfitter’s license as an authorized species.

(b) To qualify for the species to be added to an existing license, the registered guide-outfitter must submit

(1) a completed application on a form provided by the department; and

(2) an affidavit signed by the registered guide-outfitter certifying that the registered guide-outfitter has been involved in a minimum of three harvests on guided hunts for that species.

**Authority:** AS 08.54.600 AS 08.54.610 AS 08.54.740

## ARTICLE 5. GENERAL PROVISIONS.

### Section

**900. License renewal**

**910. Failure to file**

**920. Hunting, guiding, and practical experience**

**930. Department request for copy of contract**

**940. Compensation: form and time received**

**990. Definitions**

**12 AAC 75.900. LICENSE RENEWAL.** (a) The license renewal requirements in AS 08.54.660 and 08.54.670 apply to persons licensed under AS 08.54.591 – 08.54.790.

(b) Repealed 12/1/2007.

(c) Repealed 12/1/2007.

(d) An applicant for renewal of a registered guide-outfitter license must submit

(1) a complete renewal application on a form provided by the department;

(2) the license renewal fees required in 12 AAC 02.230;

(3) if the applicant will contract to guide or outfit a big game hunt during the licensing period for which the applicant is applying, proof of financial responsibility as required in AS 08.54.680(a);

(4) a statement regarding whether the applicant contracted to guide or outfit big game hunts during the concluding licensing period; and

(5) the affidavit required by AS 08.54.660(b).

(e) An applicant for renewal of a transporter license must submit

(1) a complete renewal application on a form provided by the department;

(2) the license renewal fees required in 12 AAC 02.230;

(3) proof of financial responsibility as required in AS 08.54.680(a);

(4) a statement regarding whether the applicant provided transportation services during the concluding licensing period;

(5) the name of one individual who is responsible for managing the transporter’s business activities;

(6) copies of the Federal Aviation Administration and United States Coast Guard licenses applicable to the applicant’s operations;

(7) the proof required under the applicable provisions of 12 AAC 75.145(b), if the applicant is a corporation, limited liability company, limited liability partnership, or limited partnership; and

(8) the affidavit required by AS 08.54.660(c).

(f) An applicant for renewal of a class-A assistant guide or assistant guide license must submit

(1) a complete renewal application on a form provided by the department;

(2) the license renewal fees required in 12 AAC 02.230; and

(3) the names of the guide-outfitters that employed the applicant during the concluding licensing period.

(g) For the purposes of determining the applicable license renewal fee, the applicant shall state on the application form whether the applicant is a resident.

**Authority:** AS 08.01.100 AS 08.54.660 AS 08.54.670  
AS 08.54.600

**12 AAC 75.910. FAILURE TO FILE.** In AS 08.54.710(a)(2), “failed to file records or reports required under this chapter” includes

- (1) failure to file a record or report timely; or
- (2) submitting a record or report that is substantially incomplete.

**Authority:** AS 08.54.600 AS 08.54.710

**12 AAC 75.920. HUNTING, GUIDING, AND PRACTICAL EXPERIENCE.** (a) The hunting, guiding, or practical field experience required under AS 08.54.610 – 08.54.630 will only be accepted by the board if the applicant's hunting and guiding licenses issued by this state were valid and unencumbered during the time period for which experience is claimed.

(b) For purposes of satisfying the hunting experience requirements in AS 08.54.620, the applicant must document at least 20 days of big game hunting activity in a calendar year in order to receive credit for one year.

(c) For the purposes of satisfying the guiding experience requirements in AS 08.54.620(a)(4)(A)(i), the applicant must document at least 60 days of big game guiding activity in three or more calendar years.

(d) For purposes of satisfying the requirements in AS 08.54.630(a)(2), the applicant must document at least 60 days of big game hunting activity during two or more calendar years. At least 30 of the 60 days must be in a guide camp or under the supervision of a licensed guide while performing guide-related duties. Documented passage of the assistant guide training course described in AS 08.54.630(a)(4)(B) may count for 10 days.

(e) For the purposes of the requirements in AS 08.54.630(a)(4)(A), the written recommendation must be signed by the registered guide-outfitter who intends to employ the person as an assistant guide and must attest to the fact that the applicant meets each of the following criteria:

- (1) has knowledge and experience in the safe operation of firearms;
- (2) has knowledge of guide statutes and regulations and game regulations;
- (3) has knowledge in trophy judging, caping, skinning, butchering, and meat and trophy care;
- (4) has directly participated in the spotting, stalking, and subsequent harvesting of at least three big game animals in this state;
- (5) has knowledge and experience concerning general safety and emergency protocol.

(f) For the purposes of the requirements in AS 08.54.610(d)(1), a person who is licensed as a registered guide-outfitter may be employed by another registered guide-outfitter to provide the services of a class-A assistant guide, statewide, if the non-contracting registered guide-outfitter has had at least 10 days, hunting experience in the game management unit that the non-contracting guide will be assisting the contracting guide in.

(g) In this section, “big game hunting activity” includes working in a guide camp or under the supervision of a licensed guide while performing guide-related duties.

**Authority:** AS 08.54.600 AS 08.54.610 AS 08.54.630  
AS 08.54.605 AS 08.54.620

**12 AAC 75.930. DEPARTMENT REQUEST FOR COPY OF CONTRACT.** (a) Upon opening an investigation or receiving a complaint on behalf of the board, the department may request a copy of the client contract required under AS 08.54.680.

(b) The department will make that request in writing, and will identify the name of the client whose contract is being requested. Within 30 days after receiving the request, the registered guide-outfitter or transporter shall provide a copy of the requested contract to the department. The department may extend that deadline by an additional 30 days.

**Authority:** AS 08.54.600 AS 08.54.680

**12 AAC 75.940. COMPENSATION: FORM AND TIME RECEIVED.** For the purposes of “compensation” as defined in AS 08.54.790, “payment for services” includes receiving remuneration, directly or indirectly, for any provision of services, equipment, or facilities in the field to a person who, in fact,

- (1) engages in big game hunting; and
- (2) uses or benefits from the services, equipment, or facilities.

**Authority:** AS 08.54.600 AS 08.54.790

**12 AAC 75.990. DEFINITIONS.** (a) Unless the context requires otherwise, in AS 08.54 and this chapter,

- (1) “board” means the Big Game Commercial Services Board;
- (2) “camp” means a primary base of operations in the field for the hunt;
- (3) “department” means the Department of Commerce, Community, and Economic Development;



(4) “essential duties associated with guiding and outfitting” includes providing, in compliance with AS 08.54 and this chapter, the services listed in AS 08.54.790(9), (11), and (12).

(b) Unless the context requires otherwise, in this chapter,

(1) “resident” has the meaning given in AS 16.05.940;

(2) “specific location” means the name commonly used for a drainage, mountain, lodge, camp, landing strip, or valley that is a documented place name or is commonly used by people frequenting the location.

<b>Authority:</b>	AS 08.54.600	AS 08.54.620	AS 08.54.710
	AS 08.54.610	AS 08.54.630	

DRAFT



**PROBATION REPORT**

**DATE:** December 05, 2024  
**TO:** Alaska Big Game Commercial Services Board  
**THROUGH:** Lee Strout, Investigator  
**FROM:** Jacob Davis court, Investigator  
**SUBJECT:** Probation Report for the December 10, 2024 Meeting

The following is a complete list of individuals on probation for this Board. All individuals are in compliance with their agreements except as noted below. There are currently **twenty-two (22)** licenses on probation as of the date of this document. Since the last probation report, **zero (0)** licenses were released from probation. All personnel are in compliance except as noted below.

<u>Name</u>	<u>Case Number</u>	<u>Start of Probation</u>	<u>End of Probation</u>	<u>Status</u>
*Cavner, Preston	2020-000741	07/22/2020	TBD	Out of Compliance
*Walker, John	2020-001047	07/22/2020	TBD	Suspended
Cavner, Preston	2021-000623	07/18/2024	07/19/2026	In Compliance
King, Gary Jr.	2021-000627	02/29/2024	03/01/2027	In Compliance
Zweifel, Douglas	2021-001082	07/18/2024	07/19/2026	In Compliance
Huntington, Gilbert	2022-000797	08/16/2023	08/17/2028	In Compliance
Berg, Jeffrey	2022-001145	03/27/2024	03/28/2027	In Compliance
Vanstrom, Michael	2023-000199	12/05/2022	12/06/2028	In Compliance
Pitts, Riley	2023-000201	02/28/2023	03/01/2025	In Compliance
Swift, Mark	2023-000206	02/28/2023	03/01/2025	In Compliance

Porter, James	2023-000917-Prb	02/29/2024	03/01/2025	In Compliance
Ram Aviation	2022-000170-Prb	02/29/2024	03/01/2025	In Compliance
Shrum, Zachary	2023-000998-Prb	02/29/2024	03/01/2026	In Compliance
Brewer, Joel	2023-000980-Prb	02/29/2024	TBD	Out of Compliance
McDonough, Patrick	2023-001051-Prb	02/29/2024	03/01/2025	In Compliance
Daniels, Darrell	2024-000019-Prb	02/29/2024	03/01/2025	In Compliance
Brayton, Erika	2023-001154-Prb	02/29/2024	03/01/2025	In Compliance
Graham, Daniel	2023-001192-Prb	03/27/2024	03/28/2028	In Compliance
Vander Esch, Darwin	2024-000001-Prb	03/27/2024	03/28/2026	In Compliance
Shaffer, Justin	2024-000018-Prb	03/27/2024	03/28/2029	In Compliance
Fowler, Ned	2024-000207-Prb	03/27/2024	03/28/2025	In Compliance
Sparks, Forest	2024-000312-Prb	07/18/2024	07/19/2025	In Compliance

**RELEASE FROM PROBATION:**

<b><u>Name</u></b>	<b><u>Case Number</u></b>	<b><u>Start of Probation</u></b>	<b><u>Release Date</u></b>
N/A	N/A	N/A	N/A

**OTHER:**

ROBBINS, Birch (2023-000404-Prb) consent agreement levies a civil fine without probation. As a result of paying the fine as instructed, this case is not included under the “Probation” heading.



MEMORANDUM

DATE: December 04, 2024  
TO: Big Game Commercial Services [ds]  
THRU: Erika Prieksat, Chief Inspector [ds] [Signature]  
FROM: Lee Strout, Investigator [LS]  
RE: Investigative Report for the December 04, 2024 Meeting

The following information was compiled as an investigative report to the Board for the period of March 21, 2024 thru December 04, 2024; this report includes cases, complaints, and intake matters handled since the last report.

Matters opened by the Paralegals in Anchorage and Juneau, regarding continuing education audits and license action resulting from those matters are covered in this report.

**OPEN - 64**

<u>Case Number</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Status Date</u>
<b>ASSISTANT GUIDE</b>			
2023-000749	License Application Problem	Complaint	07/14/2023
2023-001034	Criminal action - no conviction	Complaint	11/22/2023
2024-000902	License Application Review/Referral	Complaint	09/25/2024
2024-001044	Criminal action - conviction	Complaint	11/04/2024
2024-001066	Criminal action - conviction	Complaint	11/12/2024
2024-001133	Criminal action - conviction	Complaint	11/27/2024
2024-000068	Criminal action - no conviction	Investigation	05/15/2024
2024-000359	License Application Problem	Investigation	08/12/2024
2024-001083	Criminal action - conviction	Investigation	11/18/2024
2023-000225	Contested license denial	Litigation Initiated	03/15/2023

2024-000145	Criminal action - no conviction	Criminal Case Pending
-------------	---------------------------------	-----------------------

### **CLASS A ASSISTANT GUIDE**

2024-000970	Criminal action - conviction	Complaint	10/15/2024
2024-000917	Criminal action - conviction	Investigation	11/25/2024

### **MASTER GUIDE-OUTFITTER**

2022-000577	Criminal action - no conviction	Complaint	06/16/2022
2023-000977	Violation of licensing regulation	Complaint	10/09/2023
2023-000978	Violation of licensing regulation	Complaint	10/17/2023
2024-000340	Violation of License Regulation	Complaint	05/13/2024
2020-000135	Criminal action - no conviction	Monitor	
2022-000100	Criminal action - no conviction	Monitor	
2022-000615	Criminal action - conviction	Investigation	07/30/2024
2023-000008	Violation of licensing regulation	Investigation	04/03/2024

### **REGISTERED GUIDE-OUTFITTER**

2024-000185	Violation of Profession Statute or Regulation	Intake	02/26/2024
2024-001048	Violation of License Regulation	Intake	11/04/2024
2023-000270	Violation of licensing regulation	Complaint	04/03/2023
2023-000900	Criminal action - no conviction	Complaint	08/21/2023
2023-000918	Criminal action - no conviction	Complaint	08/23/2023
2024-000010	Criminal action - no conviction	Complaint	01/04/2024
2024-000162	Violation of Profession Statute or Regulation	Complaint	03/12/2024
2024-000469	Fraud or misrepresentation	Complaint	08/08/2024
2024-000695	License Application Review/Referral	Complaint	07/31/2024
2024-000795	Violation of Profession Statute or Regulation	Complaint	08/29/2024
2024-000803	Violation of Profession Statute or Regulation	Complaint	09/09/2024
2024-000854	Criminal action - conviction	Complaint	10/08/2024
2024-000899	Violation of Profession Statute or Regulation	Complaint	10/08/2024
2024-000952	Violation of Profession Statute or Regulation	Complaint	11/06/2024
2024-001009	Criminal action - conviction	Complaint	11/20/2024

2024-001010	Criminal action - conviction	Complaint	11/20/2024
2024-001018	Criminal action - conviction	Complaint	11/14/2024
2021-000624	Criminal action - no conviction	Monitor	
2022-000222	Criminal action - no conviction	Monitor	
2022-000244	Criminal action - conviction	Monitor	
2022-000406	Criminal action - no conviction	Monitor	
2022-000407	Criminal action - conviction	Monitor	
2022-000686	Criminal action - conviction	Monitor	
2023-000151	Violation of licensing regulation	Monitor	
2023-000158	Violation of licensing regulation	Monitor	
2023-000974	Violation of licensing regulation	Monitor	
2023-000983	Violation of licensing regulation	Monitor	
2023-001145	Violation of licensing regulation	Investigation	07/02/2024
2023-001197	Violation of Profession Statute or Regulation	Investigation	07/02/2024
2024-000067	Criminal action - no conviction	Investigation	05/15/2024
2024-000900	Violation of Profession Statute or Regulation	Investigation	12/04/2024
2024-000901	Violation of Profession Statute or Regulation	Investigation	12/04/2024
2024-000934	Criminal action - conviction	Investigation	10/03/2024
2024-001025	Criminal action - conviction	Investigation	11/25/2024
2024-001102	Violation of License Regulation	Investigation	11/25/2024
2023-001042	Criminal action - no conviction	Criminal Case Pending	

## TRANSPORTER

2023-000705	Violation of licensing regulation	Complaint	07/06/2023
2023-001048	Violation of licensing regulation	Complaint	10/18/2023
2023-001049	Violation of licensing regulation	Complaint	10/17/2023
2023-001193	Criminal action - no conviction	Complaint	12/14/2023
2024-000212	Criminal action - no conviction	Complaint	03/07/2024
2019-000483	Criminal action - no conviction	Investigation	04/06/2022
2019-000589	Falsified application	Investigation	04/06/2022

**ASSISTANT GUIDE**

<u>Closed - 57</u>	<u>Violation Type</u>	<u>Case Status</u>	<u>Closed</u>	<u>Closure</u>
2024-000246	License Application Problem	Closed-Intake	04/09/2024	Review Complete
2024-000316	License Application Review/Referral	Closed-Intake	05/21/2024	Review Complete
2024-000320	License Application Review/Referral	Closed-Intake	04/08/2024	Review Complete
2024-000323	License Application Problem	Closed-Intake	04/09/2024	Review Complete
2024-000347	License Application Review/Referral	Closed-Intake	04/16/2024	Review Complete
2024-000358	License Application Problem	Closed-Intake	05/21/2024	Review Complete
2024-000419	License Application Problem	Closed-Intake	05/20/2024	Review Complete
2024-000509	License Application Problem	Closed-Intake	06/10/2024	Review Complete
2024-000517	License Application Problem	Closed-Intake	06/10/2024	Review Complete
2024-000564	Fraud or misrepresentation	Closed-Intake	06/24/2024	Review Complete
2024-000653	License Application Review/Referral	Closed-Intake	07/24/2024	Review Complete
2024-000746	License Application Review/Referral	Closed-Intake	08/22/2024	Review Complete
2024-001035	License Application Review/Referral	Closed-Intake	11/19/2024	Review Complete
2024-001036	License Application Review/Referral	Closed-Intake	12/03/2024	Review Complete
2024-000360	License Application Problem	Closed-Complaint	06/10/2024	Review Complete
2024-000452	Criminal action - conviction	Closed-Complaint	12/03/2024	No Action - No Violation
2023-001126	Violation of licensing regulation	Closed-Investigation	03/22/2024	Advisement Letter
2023-001192	Criminal action - no conviction	Closed-Investigation	04/08/2024	License Action
2024-000018	Criminal action - conviction	Closed-Investigation	04/08/2024	License Action
2024-000207	Criminal action - conviction	Closed-Investigation	04/08/2024	License Action
2024-000233	Unprofessional conduct	Closed-Investigation	07/22/2024	License Action
2024-000247	License Application Problem	Closed-Investigation	04/17/2024	Advisement Letter



2024-000252	Criminal action - conviction	Closed-Investigation	07/22/2024	License Action
2024-000312	Criminal action - conviction	Closed-Investigation	07/22/2024	License Action
2023-001103	Falsified application	Investigation	12/02/2024	License Lapsed - Flagged Do Not Renew

#### **MASTER GUIDE-OUTFITTER**

2022-000099	Violation of licensing regulation	Closed-Complaint	04/09/2024	No Action - No Violation
2023-000023	Violation of licensing regulation	Closed-Complaint	05/20/2024	No Action - No Violation
2024-000357	License Application Problem	Closed-Complaint	04/25/2024	Review Complete
2024-000563	Violation of Profession Statute or Regulation	Closed-Complaint	11/05/2024	No Action - No Violation
2021-000623	Criminal action - no conviction	Closed-Investigation	07/22/2024	License Action
2022-000210	Violation of licensing regulation	Closed-Investigation	07/30/2024	License Lapsed - Flagged Do Not Renew
2024-000215	Criminal action - conviction	Closed-Investigation	07/22/2024	License Action

#### **REGISTERED GUIDE-OUTFITTER**

2024-000020	License Application Review/Referral	Closed-Intake	05/21/2024	Review Complete
2024-000148	Criminal action - conviction	Closed-Intake	05/21/2024	Review Complete
2024-000150	Violation of Profession Statute or Regulation	Closed-Intake	03/21/2024	Incomplete Complaint
2024-000213	Violation of Profession Statute or Regulation	Closed-Intake	05/21/2024	Incomplete Complaint
2024-000898	Fraud or misrepresentation	Closed-Intake	11/05/2024	Incomplete Complaint
2024-001078	License Application Problem	Closed-Intake	11/21/2024	Review Complete
2023-000241	Violation of licensing regulation	Closed-Complaint	12/02/2024	No Action - No Violation
2023-000697	Violation of Profession Statute or Regulation	Closed-Complaint	04/08/2024	No Action - No Violation
2023-000997	Violation of licensing regulation	Closed-Complaint	05/02/2024	No Action - No Violation
2023-001137	Violation of licensing regulation	Closed-Complaint	04/17/2024	No Action - No Violation
2024-000149	License Application Review/Referral	Closed-Complaint	07/16/2024	Review Complete

2024-000364	Violation of licensing regulation	Closed-Complaint	08/27/2024	No Action - No Violation
2021-000706	Violation of licensing regulation	Closed-Investigation	10/03/2024	Advisement Letter
2021-000712	Violation of licensing regulation	Closed-Investigation	10/03/2024	Advisement Letter
2021-000873	Violation of licensing regulation	Closed-Investigation	10/03/2024	Advisement Letter
2021-001082	Criminal action - no conviction	Closed-Investigation	07/22/2024	License Action
2022-000906	Violation of licensing regulation	Closed-Investigation	06/19/2024	Advisement Letter
2022-001145	Violation of licensing regulation	Closed-Investigation	04/08/2024	License Action
2024-000001	Criminal action - conviction	Closed-Investigation	04/08/2024	License Action
2024-000229	Violation of licensing regulation	Closed-Investigation	05/20/2024	Advisement Letter
2024-000483	Criminal action - conviction	Closed-Investigation	06/25/2024	Advisement Letter
<b>TRANSPORTER</b>				
2024-000187	License Application Problem	Closed-Intake	04/01/2024	Review Complete
2020-000486	Violation of licensing regulation	Closed-Investigation	06/18/2024	License Lapsed - Flagged Do Not Renew
2020-000924	Violation of licensing regulation	Closed-Investigation	06/18/2024	License Lapsed - Flagged Do Not Renew
2024-000906	Violation of Profession Statute or Regulation	Closed-Investigation	10/09/2024	Advisement Letter

**END OF REPORT**

**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.

# Big Game Commercial Services Board

Name	Appointed	Reappointed	Expires
<b>Bloomquist, Aaron</b> (Copper Center) Licensed Registered Guides-Outfitters	03/01/2021		03/01/2025
<b>Boniek, Martin</b> (Glennallen) Licensed Transporters	03/01/2021		03/01/2025
<b>Buist, Peter</b> (Fairbanks) Public	05/21/2019	03/01/2021	03/01/2025
<b>Vacant</b> Licensed Registered Guides-Outfitters	03/02/2018	03/01/2019	03/01/2023
<b>Flores, Michael</b> (Soldotna) Licensed Transporters	05/11/2020	03/08/2023	03/01/2027
<b>Kunder, Larry</b> (Anchorage) Public	05/25/2022		03/01/2026
<b>Nordlum, Clay</b> (Kotzebue) Private Landholders/Restricted	06/25/2021	03/01/2022	03/01/2026
<b>Vacant</b> Private Landholders/Restricted			03/01/2024
<b>Lorring, Dave</b> Designated Game Board Member/Restricted	03/01/2023		03/01/2027

DRAFT



## **Big Game Commercial Services Board - Winter Meeting**

Alaska Division of Corporations, Business and Professional Licensing

Tuesday, Dec 10, 2024, at 9:00 AM to Wednesday, Dec 11, 2024, at 4:30 PM

Robert Atwood Building (Room 102 on 1<sup>st</sup> floor): 550 W 7th Ave, Anchorage, AK 99501

**Meeting Details:** <https://us02web.zoom.us/j/85059576124?pwd=mbWs9kOf0t061SD7blfdISlhZ6bpCl.1>,

**Call-In:** 669-900-6833

**Meeting ID:** 850 5957 6124

**Passcode:** 953607

### **TENTATIVE MEETING AGENDA (DAY 1)**

**December 10, 2024**

#### **Agenda**

- 1. 9:00am - Roll call/Call to Order**
- 2. 9:02am - Review Agenda**
- 3. 9:05am - Ethics Review**
- 4. 9:07am - Review/Approve Meeting Minutes**
  - A. February 26-28, 2024**
  - B. July 18, 2024**
- 5. 9:10am - Moment of Silence**
- 6. 9:15am - Initial Application - Registered Guide-Outfitter**
- 7. 9:30am - State & Federal Agency Updates**
  - A. Dept. of Natural Resources - Dianna Leinberger**
  - B. US Forest Service - Quick Email Update from Jason Anderson**
  - C. Alaska Wildlife Troopers - Aaron Frenzel**
  - D. US Fish & Wildlife Service - Kathey Virgin**
  - E. National Park Service - Mark Kehoe**
  - F. Board of Game - Dave Lorrington**
- 8. 10:30am - Break**
- 9. 10:45am - GUA Boundary Changes**
- 10. 11:00am - Division Update**
  - A. Current Fiscal Report - FY24 3rd/4th Quarters**
- 11. 11:15am - Discussions for Board Meetings/Exams/Terms**
- 12. 12:00pm - Lunch Break**
- 13. 1:30pm - APHA Update**

**14. 2:00pm - New Regulations Project to Repeal Unneeded Regulations**

**15. 2:30pm - Investigations Unit**

**A. Probation Monitor Report**

**B. Investigative Report**

**C. Executive Session**

**i. Case No. 2024-000067**

**ii. Case No. 2024-000068**

**iii. Case No. 2024-000359**

**iv. Case No. 2024-000934**

**16. 4:00pm - Recess**

DRAFT



## **Big Game Commercial Services Board - Winter Meeting**

Alaska Division of Corporations, Business and Professional Licensing

Tuesday, Dec 10, 2024, at 9:00 AM to Wednesday, Dec 11, 2024, at 4:30 PM

Robert Atwood Building (Room 102 on 1<sup>st</sup> floor): 550 W 7th Ave, Anchorage, AK 99501

**Meeting Details:** <https://us02web.zoom.us/j/85059576124?pwd=mbWs9kOf0t061SD7bIfdISlhZ6bpCl.1>,

**Call-In:** 669-900-6833

**Meeting ID:** 850 5957 6124

**Passcode:** 953607

### **TENTATIVE MEETING AGENDA (DAY 2)**

**December 11, 2024**

- 17. 9:00am - Roll Call**
- 18. 9:02am - Agenda Review**
- 19. 9:05am - Summary/Motions from Executive Session**
- 20. 9:20am - UVC Sharing**
- 21. 9:30am - Public Comment**
- 22. 10:00am - BREAK**
- 23. 10:15am - Subcommittee/Workgroup Updates/Formation of New Committees**
  - A. Guide Concession Program**
  - B. Transporters**
  - C. Exams**
- 24. 10:45am - Ongoing Task List Review**
  - A. Change Application Wording (Bay/Brown/Bloomquist)**
  - B. Breaking out PFQs in Applications (Bay)**
  - C. Annual Report (Bloomquist)**
  - D. Letter from Board in Support of GCP (Bunch) and SB225/HB 314 (Bloomquist) - Finished**
  - E. Review Panel for INV Board Reviews (Bloomquist/Strout)**
  - F. Position Statement for Days in Field (Bunch) - Finished**
  - G. Begin the Process for Survivorship (Bunch/Rohrer)**
  - H. Coordinating a Response with the FAA (Boniek) and Update Website (Bay)**
  - I. Meeting Minutes (Bay) - Finished**
  - J. Bear Baiting Discussions with DNR (Bloomquist/Buist)**
  - K. INV Matters (Strout) - Finished**
  - L. Matrix Review (Bloomquist)**
  - M. Regulations/FAQ Sheets (Bay/Board)**



- N. GUA Boundary Changes Meeting on 07/18/2024 (Bay) - BM Finished/In-Process
  - O. Exam Workgroup (Bunch)
  - P. Education Letter for Hunt Planners and Booking Agents (Bloomquist) - In-Process
  - Q. Renew Deadhorse Outfitters, LLC (Bay/Brown) - Finished
  - R. Scheduled December Meeting in Kodiak 12/10-12/24 (Bay) - Finished/Request Denied
25. 12:00pm - Lunch Break
26. 1:30pm - Legislative Priorities
- A. EA Position
  - B. Provide for Emergency Situations
  - C. Survivorship
  - D. Provide Commissioner Emergency Authority to Deal with Unforeseen Situations (Covid, licensee illness, deaths, etc.)
  - E. Removing Former Regulations from Statute and Making them Current Regulations
  - F. Authority to License and Oversee Hunt Planners/Booking Agents
  - G. Changing Board Composition
  - H. Authorize the Board to Implement CE for Licensees
  - I. Streamline the Regulation Process for all Boards in the Licensing Division (similar to ADF&G's process)
  - J. Authorize all DCCED Boards to Prioritize Spending of License Funds as Trustees of the Funds
  - K. Fine Amount to Trigger License Suspensions
  - L. Make it so Transporter Licenses can only be Issued to a Natural Person
27. 3:30pm - Business as Needed
28. 4:00pm - Administrative Business/Task List
29. 4:15pm - Adjourn

Department of Commerce, Community  
and Economic Development

---

Division of Corporations, Business  
and Professional Licensing

**Big Game Commercial  
Services Board  
Annual Report  
Fiscal Year 2024**



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

P.O. Box 110806  
Juneau, Alaska 99811-0806  
Email: [License@Alaska.Gov](mailto:License@Alaska.Gov)

*This report is required under Alaska Statute 08.01.070(10).*

DRAFT

**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Table of Contents**

Board Membership

**Page x**

Accomplishments

**Page x**

Activities

**Page x**

Needs

**Page x**

DRAFT

**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Board Membership (as of the Date This Report was Approved)**

**Date of Final Board Approval:** Click or tap to enter a date.

Aaron Bloomquist, Martin Boniek, Michael Flores, David Loring, Pete Buist, Larry Kunder, Clay Nordlum

DRAFT

**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Accomplishments**

- The board was reauthorized by the legislature for eight years.  
The board passed the sunset audit with flying colors, largely due to former Chairman Jason Bunch, with just a few small suggestions to the Board and division from the Auditors. The only suggestion to the Board was to find a private landholder to fill the vacant seat. This has not happened, although we have reached out to numerous individuals.
- A Bill was introduced during the Legislative Session to create an Executive Administrator position dedicated to the BGCSB. This bill ran out of time but was widely supported. In the interim, the Department has placed Tom Bay in this position so we are no longer sharing him with the Board of Marine Pilots.
- The board has nearly completed the regulatory process to change several Guide Use Area boundaries to better suit a viable business in these areas. This project should be complete and in regulation before the 2025 fall hunting season.
- Continue to build and strengthen partnerships between the various agencies involved in the guide profession including ADF&G, Alaska Wildlife Troopers and the various land managers.
- A Guide Concession Program (GCP) bill was successfully passed through the Legislature in 2024 with the help of various agencies. The program will be hosted by DNR. The bill did not have a fiscal note attached so funding is in question.
- Work with the department to finish an automated hunt record filing system.  
This project has been in the works for several years. Hunt records and transporter activity reports take up to 50% of staff time to manually enter the data. It seems the IT department is now working to make it a reality. The Director has committed to it being finished by our March meeting.
- Continue to monitor trends in violations and make adjustments as required.  
The board continually monitors trends in violations and makes adjustments as needed. Violations have continued to be stable and mostly minor. The few major Violations are frustratingly slow to make it to the Board. The worst violators continue operating for years while their criminal violations work through the system. We are working with OSP and our investigative staff to try to expedite these cases.
- Add sublegal animal violations to the board's disciplinary matrix.  
This needs to be officially added to the matrix but it has been used in several cases. Our goal is competence and compliance in licensees. In the case of a sublegal animal take, the reviewing board members have been suggesting a certain number of hunts for that species where the licensee must act as a packer before they are allowed to guide a hunter on their own. This is usually 1-3 hunts, depending on severity of the violation or if it is a first offense or more.
- Promptly adjudicate consent agreements for minor violations.  
This has become a priority for the board. Minor violations usually happen unintentionally and are very stressful for licensees. Individual board members and the board's investigator have done a great job getting these issues cleared up promptly.
- The board has been updating GUA exams. Many of these have been updated but more discussion is needed as to the efficacy of these exams and the practicality of updating them every few years.
- The board is constantly updating RGO testing and the Department is constantly updating study material. This is an ongoing task.
- The board establishes subcommittees/workgroups as needed. Currently there is a Transporter workgroup and a Legislative subcommittee. We anticipate a subcommittee/workgroup to deal with the GCP.
- Continue to strengthen public trust and participation through communication, education and efficiency.  
Public comment is provided at most meetings and everybody's voice that wants to be heard is.

**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Accomplishments**

DRAFT



**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Activities**

- The board will continue to work on regulation projects and make efforts to streamline processes where possible. Current regulation projects include amendments to the following regulations:
  - 12 AAC 75.200, REGISTERED GUIDE-OUTFITTER PROVIDING SERVICES
  - 12 AAC 75.230, GUIDE USE AREA REGISTRATION
  - 12 AAC 75.240, SUPERVISION
  - 12 AAC 75.250, PARTICIPATION IN A HUNT
  - 12 AAC 75.400, TRANSPORTER ACTIVITY REPORT
  - 12 AAC 75.440, PROFESSIONAL ETHICS STANDARDS FOR PROVIDERS OF TRANSPORTATION SERVICES.Other current regulation projects include creating new regulations for the defining of boat-based transporters with living accommodations on saltwater, marking of aircraft and boats used by guides and transporters, and helicopter use.
- The board is behind on getting regulation projects out for public comment. This is primarily due to the complication of the regulations process at the department over the last five or more years, and the overburden of tasks to staff being shared between multiple Boards. The board has also experienced some turnover in members and the chairman.
- In addition to current regulatory projects, the board will continue work on the following:
  - Complete the process to help DNR implement the Guide Concession Program as authorized by statute.
  - Construct a workgroup for transporter concessions.
- Start a new regulations project to simply repeal unneeded regulations. There are regulations that are duplicates, outdated and simply unneeded. A repeal project should be simple with no delays for in-house legal review because the board has sole authority to repeal regulations.
- Seek Legislative support to
  - Provide for emergency situations by relaxing some regulations for a contracting guide-outfitter in some situations.
  - Add survivorship for emergency transfers.
  - Remove some former regulations from statute so the board may make changes.
  - Allow for hunt planner and booking agent licenses.
  - Add (two?) guide seats to the board to ease the workload of board members.
  - Provide Commissioner emergency authority to deal with unforeseen situations (covid, licensee illness, deaths, etc.)
  - Authorize the Board to implement continuing education for licensees.
  - Streamline the regulations process for all boards in the licensing division, similar to the ADF&G board's process.
  - Authorize all DCCED boards to prioritize spending of license funds as trustees of these funds.
- Continue to strengthen the ethics standards. We continue to incorporate ethical violations into sanction actions. Moving forward, ethics violations may need to be incorporated into the disciplinary guidelines and precedence matrix. These violations are very difficult to maneuver and often times are without enough proof to justify board action. The board recognizes these barriers and plans to move forward with procedures to aid in the decision process of ethics violations once current projects are complete.

**Big Game Commercial Services Board  
FY 2024 Annual Report**

**Needs**

- \$2000 for member travel to represent the BGCSB at Board of Game meetings.
- Funding to have staff proctor practical exams. (4 days per year)
- Discussion about meetings  
Do we continue in person meetings, with very little attendance, that are not able to be held where the industry hot topic issues?  
Should we hold more, shorter meetings, more frequent, via zoom?
- Discussion about license fees  
Do we need to lower fees to claw back the surplus that we are not allowed to spend to help our licensees?  
Are investigations hearings going to be paid by the General Fund?

DRAFT

# 2024 STATE CALENDAR

## JANUARY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## FEBRUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

## MARCH

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## APRIL

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## MAY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## JUNE

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## JULY

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## AUGUST

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## SEPTEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## OCTOBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## NOVEMBER

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## DECEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

  Holiday        Payday

### State Holidays

Date	Holiday
01/01/24	New Year's Day
01/15/24	MLK Jr.'s Birthday
02/19/24	Presidents' Day
03/25/24	Seward's Day
05/27/24	Memorial Day
07/04/24	Independence Day

### State Holidays

Date	Holiday
09/02/24	Labor Day
10/18/24	Alaska Day
11/11/24	Veterans' Day
11/28/24	Thanksgiving Day
12/25/24	Christmas Day

Please refer to appropriate collective bargaining unit agreement for more information regarding holidays.