

February 22, 2024

Big Game Commercial Services Letter of Support for Executive Administrator position.

Dear Senator Bjorkman,

The Big Game Commercial Services Board regulates the activities of commercial guides in Alaska's best interest. This responsibility requires administrative support through the Department of Commerce, Community, and Economic Development Division of Corporations, Business, and Professional Licensing (DCCED DCBPL). Big Game Commercial Guides and Transporters provide services throughout our diverse state, requiring administrative staff to possess extensive industry-specific knowledge and skills.

Administrative support of the various licenses within the program (Assistant, Class A Assistant, Registered or Master Guide/Outfitter and Transporter) requires lengthy and thorough application processing, support of written testing and oral examinations, Guide Use Area registration for contracting guides, processing and audit of the Unique Verification Code program for those providing services within Alaska's Drawing Hunt Lottery system, supporting the administrative regulatory process, providing venues for and supporting board meetings, screening applications requiring investigative services and board review, supporting the board disciplinary process, assisting various land owners including municipal, private and federal land managers, working in cooperation with state agencies such as Dept. of Natural Resources and Alaska Department of Fish and Game, entering required Hunt Record and Transporter Activity Reports into the state licensing information database to assist Investigative Services and Dept. of Public Safety and assisting licensees with the ongoing administrative responsibilities.

The Big Game Commercial Services Board acknowledges the administrative errors highlighted within the last two Legislative Audits. It has been working with DCBPL leadership to overcome these issues and support consistency and retention of state employees tasked with Big Game Commercial Services administration. As a result, the proposal to add the full-time executive administrator position has been publicly vetted with no opposition with unanimous board approval (see attached board motion, discussion and vote). The board and licensees are willing to support the cost associated with this full-time position and welcome the much-needed consistency of a full-time executive administrator who possesses such a high degree of industry-specific knowledge.

As board chairman, I request that this position be added to the Big Game Guide and Related Occupations Statutes AS 08.54 to further support and regulate this valuable state license in the best interest of Alaska while simultaneously assisting DCBPL with personnel management, retention and recruitment.

Thank you for your continued support,

Sincerely

Jason Bunch  
BGCSB Chairman

## DRAFT EXCERPT from 12/04-06/23 Meeting Minutes for the Big Game Commercial Services Board

Legislation for EA Position		
<b>Brief Discussion:</b>	<p>The board began discussion with Director Sylvan Robb regarding their goal of seeking legislation to create a full-time executive administrator position dedicated to their program instead of splitting time with the Board of Marine Pilots. Director Robb reminded the board that they received funding for the position in the budget at the end of the legislative session in 2023 but that it was not attached to a bill. She informed the board that, for the 2024 legislative session, they would again need to vote on the record to pursue legislation to create their own executive administrator position and find a sponsor to add the position to a bill. Deputy Director Glenn Saviers provided the board with a document outlining the process of getting an executive administrator. The document also provided the board with suggested statutory language the board could use to lobby for the position. She informed the board that the language mirrored other boarded programs that have an executive administrator. After reviewing the document and discussing their options, the board decided to table the discussion until the next day.</p> <p><b>Please Note: The finished minutes will have a section between this discussion box and the next one because two discussions took place on two different days.</b></p>	
<b>Brief Discussion:</b>	<p>The board began a second discussion on their goal of seeking legislation to create a full-time executive administrator position. The board reconsidered the pay range for the position, however, after discussing it, the board decided to stick with a range 23. The board agreed to pursue legislation in their effort of attaining an executive administrator solely for the Big Game Commercial Services Board.</p>	
<b>Motion:</b>	<p>Move to pursue legislation to create a range 23 executive administrator position for the Big Game Commercial Services Board and move forward with the division's suggested statutory language. Pete Buist and Jason Bunch will be the board's liaisons and spokespersons. (First: Pete Buist; Second: Aaron Bloomquist).</p>	
<b>Recorded Votes:</b>	Buist - Yes	Lorring - Yes
	Boniek - Yes	Flores - Yes
	Bloomquist - Yes	Kunder - Yes
	Bunch - Yes	Nordlum - Yes