

ALASKA

LEGISLATURE

COMMITTEE

FILES

1991-1992

8672

7314

HOUSE

STATE

AFFAIRS

AN ACT

Relating to the hiring of nonpermanent employees in the state personnel system; and providing for an effective date.

* Section 1. LEGISLATIVE FINDINGS AND INTENT. The legislature finds and declares that certain inconsistencies and abuses in the hiring of nonpermanent employees have jeopardized the integrity and efficiency of the merit system as well as the morale of employees. The legislature intends to curb the widespread administrative practice of using nonpermanent state employment to evade departmental accountability and mask poor planning. The legislature further intends that nonpermanent employees be used only to the extent that it is impractical to meet the need with permanent employees and that the burden of proof shall fall upon the department or agency which proposes nonpermanent hire.

* Sec. 2. AS 39.25.150(9) is amended to read:

(9) nonpermanent [TEMPORARY] appointments to positions in the state service in accordance with AS 39.25.195 - 39.25.200 [WHICH ARE DETERMINED TO BE OF A SEASONAL OR TEMPORARY NATURE];

* Sec. 3. AS 39.35.680(21)(C)(iii) is amended to read:

(iii) casual or [.] emergency [OR TEMPORARY] workers or nonpermanent employees as defined in AS 39.25.200;

* Sec. 4. AS 39.25 is amended by adding new sections to article 6 to read:

Sec. 39.25.195. APPOINTMENT OF NONPERMANENT EMPLOYEES. (a) An individual may not be appointed as a nonpermanent employee in the state

1 service without prior written approval of the director except as an
2 emergency employee.

3 (b) Every appointment to state service, except an emergency
4 appointment, shall be made from an applicable eligible list or dis-
5 patching register unless in appropriate circumstances the director has
6 waived this requirement.

7 (c) No appointment of a nonpermanent employee may be made unless
8 the request for authorization is approved by the director, adequate
9 money is available for the anticipated duration of the appointment, and
10 the director determines that

11 (1) the hiring department or agency has certified that the
12 legislature has appropriated money for the work in question knowing that
13 it is to be performed by a nonpermanent employee;

14 (2) the hiring department or agency has certified that there
15 is an immediate need to fill an authorized, permanent position and it is
16 impractical either to establish the position or to make certification
17 within a reasonable time;

18 (3) the hiring department or agency has certified that an
19 immediate need exists and the director determines that the hiring depart-
20 ment or agency could not reasonably have been expected to anticipate and
21 meet through the creation of a permanent position; or

22 (4) the hiring department or agency has certified that a
23 program or project exists and the director determines that the need for
24 employees can most appropriately be met through the use of program or
25 project employees.

26 (d) The director may not authorize the appointment of a nonperma-
27 nent employee if he determines that

28 (1) the need for the nonpermanent employee can practicably be
29 met through establishing and filling an authorized permanent position;

(2) the need for the nonpermanent employee would be more
appropriately met through an emergency appointment; or

(3) the need for the nonpermanent employee is not immediate
and could reasonably have been anticipated and met by the appointing
authority through the creation and filling of a permanent position.

(e) A nonpermanent employee may not be placed on the state payroll
unless the director has first approved the personnel action for the
employee's appointment.

(f) Nothing in this section prevents the director from adopting
regulations to provide for timely substitution for permanent employees
on medical or personal leave or other situations in which the appoint-
ment of an emergency or permanent employee would be inappropriate or
when delay in making a temporary replacement would cause serious interrup-
tion.

(g) A department or agency may not use nonpermanent employees to
perform a given work assignment for more than 120 calendar days in a
12-month period. A department or agency may not employ any individual
as a nonpermanent employee for more than 120 calendar days in a 12-month
period. In appropriate circumstances the director may authorize an
extension of the limit imposed by this subsection if he finds that there
is an immediate need for the extension. The limit imposed by this
subsection does not apply to program or project employees or to substi-
tutes appointed under (f) of this section.

(h) The director shall present a report on nonpermanent and emer-
gency hire practices in state government to the legislature within the
first 10 days of each regular legislative session. A hiring department
or agency shall certify to the director within 15 working days following
the appointment its reasons for appointing an emergency employee. The
report shall include information on the number of nonpermanent employees

1 authorized under this section and the number of emergency employees
2 hired in each department, a description of the procedures used in autho-
3 rizing the hiring of nonpermanent employees, and any recommendations for
4 legislation required to implement the intent of this section.

5 Sec. 39.25.197. TERMINATION OF NONPERMANENT EMPLOYEES. When the
6 director determines that an employee has been appointed as a result of a
7 false certification under AS 39.25.195, he shall immediately notify the
8 head of the affected department or agency in writing and the department
9 or agency shall terminate the employee from state service within one
10 working day after receipt of notice.

11 Sec. 39.25.198. CIVIL LIABILITY. A person who makes a false
12 certificate under AS 39.25.195 is personally liable in a civil action to
13 an individual terminated under AS 39.25.197 for any resultant damages
14 and for punitive damages of an amount not to exceed three times the
15 gross monthly salary at which the nonpermanent employee was appointed.

16 Sec. 39.25.200. DEFINITIONS. In AS 39.25.195 - 39.25.200,

17 (1) "certified" means signed by the head of a department or
18 agency or by a responsible person designated by him;

19 (2) "director" means the director of the division of person-
20 nel and labor relations;

21 (3) "emergency employee" means an employee appointed for a
22 period not to exceed 30 calendar days, whose appointment was made under
23 conditions requiring immediate action to carry on work that is required
24 in the public interest;

25 (4) "nonpermanent employee" means a person who is employed in
26 state service in a position which is not in the exempt or partially
27 exempt service and who is not a permanent or an emergency employee;

28 (5) "permanent employee" means an employee who has been
29 appointed to an authorized, permanent full-time or part-time or perma-

1 nent seasonal position in the classified service and who is in the
2 process of completing or has successfully completed the required proba-
3 tionary service in that position;

4 (6) "program or project employee" means a nonpermanent em-
5 ployee, including a student intern, who is employed in state service
6 with prior written understanding that employment in that position will
7 continue for at most the duration of a specified program or project
8 which is not a regular and continuing function of a department or agency
9 and which has an established probable date of termination.

10 * Sec. 5. This Act takes effect January 1, 1980.

REPORT OF THE
BLUE RIBBON COMMISSION ON THE
STATE PERSONNEL ACT
TO THE
ALASKA STATE LEGISLATURE
FIRST SESSION

SENATOR BILL RAY
Chairman

JUNEAU, ALASKA
March 27, 1979

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system

tion of a new program could be avoided if the legislature requested that departments present P402's for all positions created by a new program at the same time that the budget for the program was being considered.

3. Project Employees

It is difficult to plan for permanent positions in programs funded through federal grants whose receipt is not guaranteed from year to year. Program managers are not authorized to fill those positions until after funding is definite. This leads to the employment of temporaries in those positions. An alternative would be to create a new category for project employees. The employees would understand that their employment would be dependent upon continued receipt of funds for the project.

4. Benefits for Temporary Employment

✶ Of the benefits provided to permanent employees by the state, temporary employees in the classified service are entitled to receive only holiday pay and unemployment insurance. Temporaries are not eligible for court leave, administrative leave, personal leave, or retirement benefits. Even if a temporary employee is subsequently placed in a permanent position, he or she does not receive retroactive credit towards either retirement or, in most cases, seniority.

Temporary employment does not entitle employees to be placed on promotional registers. The state's merit system provides a policy favoring filling positions by promotions. This would appear in some cases to penalize temporary employees who may have

worked for a substantial period of time for the state.

If temporary employees did, in fact, work only for a short time in one position, then it might be inappropriate for the state to provide leave benefits. Temporaries would then be hired only where there were deadlines that could not otherwise be met, and if they were out on leave, the department would have to pay not only their salary, but also the salary of a second replacement temporary.

Because the state does not have to pay for as many fringe benefits to temporaries as it does for permanent employees, it is cheaper for departments to hire temporaries. Program managers may therefore leave permanent positions vacant and hire temporaries instead so as to be able to increase the staff available to work on a project. For the same reason, departments may use temporary employees instead of permanent seasonal employees for recurrent seasonal needs. Some departments have a substantial number of such employees and would probably need a supplemental appropriation to fund benefits if they made use of the permanent seasonal category.

The Local No. 71 collective bargaining agreement addresses the lack of benefits provided to temporary employees. Members who are working as temporaries receive a wage supplement of \$1.32 per hour for the first 120 days of work in a temporary position. After the 120 days, they shift from the entry level wage step into a higher level wage step, and they continue to receive the supplement.

5. Vacant Permanent Positions

The legislature reviews the number of vacant PCN's when it



House State Affairs Committee

Representative Gene Kubina, Chair

DATE: May 7, 1992

PLACE: Capitol Room 102

SUBJECT OF MEETING:

- SB 192 - Relating to Forfeitures in Alcohol or Drug Cases
- SB 338 - Relating to PERS Credited Service for Temp. Service
- SB 470 - Relating to Designating July 9 as AK Flag Day
- SCR 37 - Relating to Name Arkansas Beach on Hog Island

NAME	REPRESENTING	BUSINESS/PERSONAL MAILING ADDRESS	ZIP	(H) PHONE	(W) PHONE	DO YOU WANT TO TESTIFY?		WHAT SUBJECT/ WHICH BILL?
Jeff Morrison	DMVA	PO Box 110900 Juneau AK 99811		754-7246	465-4600	<input checked="" type="radio"/>	N	SCR 37
DEAN GUANELI	LAW				3428	<input checked="" type="radio"/>	N	SB 192
F. DeLuca	Sen Zerkoff	State House East Capitol Juneau	99801	951	3473	<input checked="" type="radio"/>	N	SCR 37
Bill Church	Retirement				4460	<input checked="" type="radio"/>	N	CSEB 338
G. HOFETSКИ	DPS	P.O. BOX 11, JUN			4322	Y	N	SB 192
Pam Lynn Zerkoff	SCR 37					Y	N	
Jim McComas	Attorney	- Anchorage				Y	N	
						Y	N	
						Y	N	
						Y	N	
						Y	N	

S B

362

(7)

HOUSE COMMITTEE REPORT

FURTHER REFERRALS:

Date Referred: March 4, 1992

Finance

Date of Committee Action: 3/16/92

The STATE AFFAIRS Committee considered:

CSSB 362(STA)(title am)

CS FOR SENATE BILL NO. 362 (STA)(title am) VOTER REGISTR'N WITH DIVIDEND APPLICATION

"An Act requiring the inclusion of voter registration forms with permanent fund dividend applications; and providing for an effective date."

RECOMMENDATIONS:

be replaced with _____ the same title

have attached amendments(s)

do pass

do not pass

no recommendations

individual recommendations

additional referral to the _____ Committee

ADOPTS: Senate State Affairs letter of Intent

ATTACHES NEW FISCAL NOTE(S): _____ (Dept)

APPROVES PREVIOUS: _____ (Dept/Date)

fiscal impact _____

fiscal note(s) Div of Elections

zero fiscal note _____

zero fiscal note(s) _____

	SIGNING <u>DO</u> PASS	DP	OTHER RECOMMENDATIONS	DNP	NR	AM
Kubina	<i>Eugene G. Kubina</i>	<input checked="" type="checkbox"/>				
Murphy	<i>Tom Murphy</i>	<input checked="" type="checkbox"/>				
Bruckner	<i>Bob Bruckner</i>	<input checked="" type="checkbox"/>				
Menendez	<i>Mark Menendez</i>	<input checked="" type="checkbox"/>				
Loggins	<i>Bob Loggins</i>	<input checked="" type="checkbox"/>				

Eugene G. Kubina
CHAIRMAN'S SIGNATURE



Official Business

Alaska State Legislature

Senate

Pouch V
State Capitol
Juneau, Alaska 99811

Senate State Affairs Committee

LETTER OF INTENT

CSSB-362 (STA)

Providing voter registration forms
with permanent fund dividend applications

Legislators are eager to encourage voter registration and find the availability of the dividend application to be one of the best methods to promote voter registration. At the same time, the legislature is concerned that Alaskans not confuse registering to vote with filing their dividend application, or the reverse, or assume that one is dependant upon the other. It is the intent of the legislature that the Department of Revenue and the Division of Elections make every reasonable effort to minimize any confusion.

It is further the intent of the legislature that the Department of Revenue and the Division of Elections report to the legislature as to the success or failure of distributing voter registration forms with permanent fund dividend applications after the plan has been in effect for at least two years.

The legislature, while desiring to promote voter registration, does not wish to encourage the inclusion of other state forms with the dividend application.

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. CSSB 362

Revision Date: 02/22/92
Title: An Act Pertaining to Qualifications for Permanent Fund Dividends
Sponsor: Senator Craft
Requestor: Senate Finance Committee

Department Affected: Office of the Governor-Elections
BRU: Division of Elections
Component: I Elections Operations

COMPONENT SERIAL NO.

0	0	2	1
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Expenditures/Revenues: (Thousands of Dollars)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES	0	0	0	0	0	0
TRAVEL	0	0	0	0	0	0
CONTRACTUAL	16.0	16.0	16.0	16.0	16.0	16.0
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	16.0	16.0	16.0	16.0	16.0	16.0

CAPITAL	0	0	0	0	0	0
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REVENUE FUND SOURCE:	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND	16.0	16.0	16.0	16.0	16.0	16.0
FEDERAL FUNDS	0	0	0	0	0	0
OTHER FUND SOURCE:	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

Estimate of current year impact: 0

ANALYSIS: (Attach a separate page if necessary.)

This figure reflects the costs of preparing a two page voter registration insertion for the 1993 and subsequent years' Permanent Fund Dividend Application booklets. The voter registration form will be color distinct from the Permanent Fund Dividend application form and will be clearly defined as a voter registration form only. Forms will be designed so that when folded the voter can seal the form and place a stamp on it and mail it back to the Division of Elections.

Prepared by: Laura A. Gleisec, Projects Coordinator
Division: Elections

Phone: 465-4611
Date: 02/22/92

Approved by Commissioner: _____
Agency: Office of the Governor

Date: 02/22/92

Distribution (by preparer): Leg. Fin., Legislative Sponsor, Requestor, OMB/DBR, Gov. Legis. Ofc., & Impacted Agency(ies).

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. CSSB 362 (SA)

Revision Date: February 24, 1992
Title: An Act relating to qualifica-
tions for permanent fund dividends
Sponsor: Craft
Requestor: Senate Finance

Agency Affected: Revenue
BRU: Permanent Fund Dividend Division
Components: Permanent Fund Dividend
Division
COMPONENT SERIAL NO. 9 8 1

EXPENDITURES/REVENUES: (Thousands of Dollars)

	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
OPERATING						
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LANDS & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-
CAPITAL						
REVENUE						

FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER						
TOTAL	-0-	-0-	-0-	-0-	-0-	-0-

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

Estimate of current year impact: None.

ANALYSIS: See attached.

Prepared By: Thomas C. Williams Phone: 465-2323
Division: Permanent Fund Dividend Division Date: February 24, 1992

Approved by Commissioner: [Signature] Date: [Signature]
Agency: Revenue

Distribution (by preparer): Legislative Finance, Legislative Sponsor, Requestor, OMB, & Impacted Agency(ies).

ALASKA DEPARTMENT OF REVENUE
PERMANENT FUND DIVIDEND DIVISION
CSSB 362 (SA) ANALYSIS
As of February 24, 1992

This fiscal note is based on the following assumptions.

1. The intent of this legislation is to have the Department of Revenue provide a voter's registration form in each application booklet or to make them available at the Dividend Information Offices.
2. The Division of Elections will prepare a two page insertion for the 1993 and subsequent year Permanent Fund Dividend application booklets that would have two preaddressed postcard registration forms. The insertion will be a color distinct from the Permanent Fund Dividend application form.
3. The postcard form will clearly instruct registrants to mail the forms directly to the Division of Elections. Consequently, the vast majority of registrants will return their registration form to the Division of Elections instead of returning it to the Department of Revenue with their permanent fund dividend applications.
4. The cost of printing voter registration forms, inserting two additional pages in the application booklet and transferring voter registration forms to and from the Department of Revenue will be born by the Division of Elections, not the Department of Revenue. The Division of Elections will enter into a \$16,000 Reimbursable Services Agreement with the Department of Revenue to provide funding for two pages to be inserted in the dividend booklet.

Contractual Services

Post Office Distribution	285,000
Out of State, Community and Dividend Information Office Distribution	<u>45,000</u>
Total Booklets	<u>330,000</u>

2 additional pages	\$16.0
Additional postage	<u>-0-</u>

Total Contractual Services \$16.0

5. Because of the uniqueness of voter registrations, the Department does not object to the enclosure of this form in the Permanent Fund Dividend booklet. However, the Department would oppose the enclosure of any other non-Permanent Fund Dividend related forms.

ALASKA STATE LEGISLATURE

119 North Cushman, #201
Fairbanks, Alaska 99701
(907) 452-4882
Fax: 452-3254

Room 125, State Capitol
Juneau, Alaska 99801-1182
(907) 465-3834
Fax: 586-6246

Shirley Craft
Alaska State Senator

To: Representative Gene Kubina
Chair, House State Affairs Committee

From: Senator Shirley Craft *Shirley*

Date: March 4, 1992

Re: CS SB 362 (STA) (Title Am); an act requiring the inclusion of voter registration forms with permanent fund dividend applications; and providing an effective date.

I would appreciate your committee's prompt hearing of SB 362. Effectively, all this bill does is to stipulate that the Department of Revenue will enclose within the Permanent Fund Dividend Applications a voter registration form.

The purpose of this legislation is extremely simple. The number of Alaskans registered to vote in the 1990 election was 300,569. This number has dropped to 287,569 as of January 2, 1992. The Permanent Fund Dividend Division received 359,450 adult applications for a dividend by the end of 1991. With over a 71,000 person difference between those eligible to vote and those who are currently registered, I think it is necessary that we take some type of action. While it might be a concern with some members of the House State Affairs Committee that the application be kept as pure as possible, I believe that the state should be willing to go to any length to place before the people a chance to register to vote. Considering the requirements to receive a permanent fund check are more stringent than those to register to vote, I think it is only natural that voter registration forms be included within the applications.

The bill has a fiscal note of \$16,000 from the Division of Elections. These costs are associated with placing two voter registration forms in the application packets sent to households.

Please do not hesitate in contacting Tom Brice of my staff at X3834 if you have any questions.

Thank you

OFFICE OF THE GOVERNOR

DIVISION OF ELECTIONS
P.O. BOX AF
JUNEAU, ALASKA 99811-0105
PHONE (907) 465-4611

February 5, 1992

Senator Shirley Craft
P.O. Box V
Juneau, Alaska 99811

Dear Senator Craft:

The Division of Elections would like to express our support of Senate Bill 362, "An act relating to permanent fund dividend applications; and providing for an effective date."


The inclusion of a voter registration form in the Permanent Fund Dividend application will provide Alaskans with an opportunity to easily access the voter registration process. It will help those wishing to register for the first time, those who have moved and need to inform the Division of their change in address, and it will remind all Alaskans of their commitment to vote.

We have worked with the Permanent Fund Division on various projects and have formed a good working relationship. As recently as early January we spoke with Tom Williams, Director of the Permanent Fund Dividend Division and considered the possibility of including a voter registration form with the 1992 Permanent Fund applications.

Unfortunately, due to fiscal constraints resulting from Reapportionment costs for which we have not been reimbursed, we can not implement a program of this nature before 1994. While we are excited about this legislation and look forward to working with the Permanent Fund Dividend Division, the only way we can implement this program by January 1, 1993 is if there are funds appropriated with the bill to account for the costs.

Senator Craft, the Division of Elections supports your efforts to include voter registration forms in the Permanent Fund Dividend Application. If you have further questions, or if I can be of assistance in any way, please don't hesitate to call.

Sincerely,



Charlot E. Thickstun
Director

STATE OF ALASKA

P. O. BOX AA

JUNEAU 99811-0111

(907) 465-3520

February 5, 1992

Senator Shirley Craft
P.O. Box V
Juneau, Alaska 99811

Dear Senator ~~Craft~~: *Shirley*

I would like to express my support for SB 362, "An act relating to permanent fund dividend applications; and providing for an effective date."

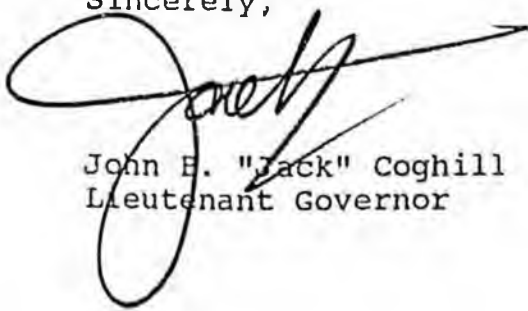
I have always been a strong advocate for encouraging Alaskans to exercise their right to vote, and I regard this legislation as a significant attempt at increasing voter registration and awareness.

While I support your legislation, I have one concern. It is extremely important to me that Alaskans do not have the impression that receipt of the Permanent Fund Dividend is contingent on one's voter registration. It is my belief that registering to vote is a right and a privilege. I know that is not your intent Senator, but I feel I should let you know my position. I am sure the necessary steps can be taken to prevent any misunderstandings on the part of Dividend application recipients.

Additionally, I would suggest that the Legislature appropriate the necessary funds to make this project a reality for the January 1, 1993 effective date. In the years that follow the Division of Elections will be able to budget for this project, but in order to meet this effective date they will have to rely on a legislative appropriation. I wholeheartedly endorse the investment in increasing access to voter registration, and encourage the Legislature to fund this project.

Senator Craft, I hope that your colleagues in the Legislature will join me in enthusiastically supporting this endeavor.

Sincerely,


John E. "Jack" Coghill
Lieutenant Governor



Democratic Party of Alaska

February 6, 1992

Sen. Shirley Craft
State Capitol
Juneau, AK 99801

Dear Sen. Craft:

I am writing on behalf of the Alaska Democratic Party to express our support for SB 362 on adding a voter registration form to the permanent fund dividend application.

The Democratic Party has always supported and encouraged any means by which voter participation is increased. The ease with which the public is able to register to vote will increase voter turnout and when people vote they are more interested in what is going on in government. Public participation at all levels of government is what makes a democracy work.

Sen. Craft, please let us know if there is anything further that we can do to promote this legislation.

Sincerely,

Rhonda Roberts
State Chair

(907) 258-3050

P.O. Box 10-4199 · 1443 West Northern Lights, Suite J · Anchorage, Alaska 99510





House State Affairs Committee

Representative Gene Kubina, Chair

DATE: 3-16-92

PLACE: Capital Room 192

SUBJECT OF MEETING:
 HJR 13-Relating to Run-Off Elect.: Gov & Lt. Gov
 HB 447-Relating to Req. PFD for Child under 13
 SB 199-Relating to Notice of Proposed Regula's
 SB 337-Relating to Retirement Incentive Progr.
 SB 362-Relating to Voter Registration with Dividend Application

NAME	REPRESENTING	BUSINESS/PERSONAL MAILING ADDRESS	ZIP	(H) PHONE	(W) PHONE	DO YOU WANT TO TESTIFY?	WHAT SUBJECT/ WHICH BILL?
BOB STANNAKER	RETIREMENT Benefits				4470	<input checked="" type="radio"/> Y <input type="radio"/> N	SB 337
Candy Walker	Leg. Audit				3830	<input checked="" type="radio"/> Y <input type="radio"/> N	SB 337 if needed
Deborah Behr	DEPT OF LAW				3600	<input checked="" type="radio"/> Y <input type="radio"/> N	SB 199
Vivienne Torres	Environ. Policy					<input checked="" type="radio"/> Y <input checked="" type="radio"/> N	337 ✓ HJR 13 (testify) CS SB 199 (no testify)
Laura Glaiser	Education				4611	<input checked="" type="radio"/> Y <input type="radio"/> N	362
Jack Kreinheder	office of the Gov, Dept 9B	ulcers			3568	<input type="radio"/> Y <input type="radio"/> N	SB 337
						<input type="radio"/> Y <input type="radio"/> N	
						<input type="radio"/> Y <input type="radio"/> N	
						<input type="radio"/> Y <input type="radio"/> N	
						<input type="radio"/> Y <input type="radio"/> N	
						<input type="radio"/> Y <input type="radio"/> N	

S B

3 7 5

HOUSE COMMITTEE REPORT

(7)

Date Referred: April 3, 1992

FURTHER REFERRALS:

Resources

Date of Committee Action: 4/15/92

The STATE AFFAIRS Committee considered:

CSSB 375(STA) am

CS FOR SENATE BILL NO. 375 (STA) am

TROOPERS CANNOT BE GAME GUIDES

"An Act prohibiting certain law enforcement officers from holding big game guide-outfitting licenses; and providing for an effective date."

RECOMMENDATIONS:

be replaced with CSSB 375(STA) the same title a new title

have attached amendments(s)

do pass

do not pass

no recommendations

individual recommendations

additional referral to the _____ Committee

ADOPTS: _____ letter of Intent

ATTACHES NEW FISCAL NOTE(S): _____ (Dept)

APPROVES PREVIOUS: _____ (Dept/Date)

fiscal impact _____

fiscal note(s) _____

zero fiscal note _____

zero fiscal note(s) Public Safety, 2-12-92

SIGNING DO PASS	DP	OTHER RECOMMENDATIONS	DNP	NR	AM
<i>Eugene H. Kubera</i>	<input checked="" type="checkbox"/>				
<i>Tom Miller</i> Miller	<input checked="" type="checkbox"/>				
<i>E. Bruckman</i> Bruckman	<input type="checkbox"/>				
<i>Frank Baker</i> Baker	<input checked="" type="checkbox"/>				

Eugene H. Kubera
CHAIRMAN'S SIGNATURE

FISCAL NOTE

STATE OF ALASKA
1992 LEGISLATIVE SESSION

BILL NO. SB 375

Revision Date: _____ Department Affected: Public Safety
 Title: "An Act prohibiting certain law enforcement officers from holding...licenses" BRU: Fish & Wildlife Protection
 Component: Enforcement & ISU
 Sponsor: Senator Hoffman
 Requestor: Senate State Affairs COMPONENT SERIAL NO.

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EXPENDITURES/REVENUES: (Thousands of Dollars) (inflation not included)

OPERATING	FY 93	FY 94	FY 95	FY 96	FY 97	FY 98
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL						
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	0	0	0	0	0	0

CAPITAL	0	0	0	0	0	0
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REVENUE FUND SOURCE:	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER FUND SOURCE:						
TOTAL	0	0	0	0	0	0

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

Estimate of current year impact: _____

ANALYSIS: (Attach a separate page if necessary.)

No fiscal impact is anticipated.

Prepared By: Captain Conrad G. Seibel Phone: 269-5509

Division: Fish & Wildlife Protection Date: 2/1/92

Approved by Commissioner: *George A. Hoff* for Richard L. Burton

Agency: Department of Public Safety Date: 2/3/92

DIVISION OF LEGAL SERVICES

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MEMORANDUM

January 24, 1992

SUBJECT: Sectional Summary: Draft bill prohibiting state troopers and fish and wildlife protection personnel from holding big game guide-outfitting licenses (Work Order No. 7-LS1809)

TO: Representative Lyman Hoffman

FROM: George Utermohle *GU*
Legislative Counsel

This memorandum is a sectional summary of a draft bill that prohibits state troopers and fish and wildlife protection personnel from concurrently holding active big game guide-outfitting licenses.

The bill adds a new section to AS 08.54, the big game guide-outfitting statutes. Subsection (a) prohibits state troopers and fish and wildlife protection personnel of the Department of Public Safety from holding an active guide-outfitter license, marine mammal guide-outfitter license, class-A assistant guide-outfitter license, or assistant guide-outfitter license. This subsection would prevent all state troopers and fish and wildlife protection personnel from acquiring guide-outfitter licenses after the effective date of the bill.

Subsection (b) suspends any guide-outfitter license held by a person who becomes employed by the Department of Public Safety as a state trooper and fish and wildlife protection officer after the effective date of the bill. Many persons who become guide-outfitters are also well-suited for employment as state troopers and fish and wildlife protection officers and can provide valuable services to the Department of Public Safety and the state as law enforcement officers. This provision allows the Department of Public Safety to hire such persons as state troopers and fish and wildlife protection personnel while preventing these persons from being actively engaged in guide-outfitting by suspending their guide-outfitting licenses.

If I may be of further assistance, please advise.

GU:pl:gc
92-038.plm
Enclosure

SECTIONAL ANALYSIS



State of Alaska
Ombudsman

Duncan C. Fowler

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April 14, 1992

Representative Gene Kubina
Capitol Building
Juneau, Alaska 99801-1182

RE: Senate Bill 375

Dear Representative ~~Kubina~~ *Kubina*:

Senate Bill 375 is to be heard by your committee April 15. This bill relates to the propriety of Fish and Wildlife protection officers maintaining guide licenses during their period of state employment.

My office has recently completed an investigation relating to this issue. I have enclosed a copy of this for your review. I believe this investigation demonstrates that the provisions of SB375 are appropriate. I support its passage.

In the best of all worlds, I would like to see this bill have provisions which would prevent public safety officers from being able to apply guiding credits earned in past years towards their guiding license. However, I have been advised that such a retroactivity provision could be legally challenged.

Please let me know if you have any questions about this investigation or the Office of the Ombudsman.

Sincerely,

Duncan C. Fowler
Ombudsman

DCF:pjc
Enclosure
cc: Lyman Hoffman
Pat Rodey



INVESTIGATIVE REPORT
(Finding of Record)

Ombudsman Complaint A090-1956
April 14, 1992

NOTE: This public version of this investigation has been heavily edited to comply with state law and constitutional privacy provisions.

SUMMARY OF THE COMPLAINT

On November 23, 1990, the above-referenced complaint was filed with the Office of the Ombudsman. Assistant Ombudsman Gwen Byington completed a preliminary review of the allegations, and on April 19, 1991, official notice was provided to Lieutenant Robert Boutang and Public Safety Commissioner Richard L. Burton.

The investigation is based on four specific allegations. These allegations are set out below:

(1) Fish and Wildlife Protection Officer Lieutenant Robert Boutang maintained a current guide license and worked in the guiding industry from 1983 through 1988 with approval from his supervisors contrary to agency policy;

(2) Lieutenant Boutang improperly made conflicting statements concerning his work as an assistant guide and his intent to obtain a registered guide license;

(3) Lieutenant Boutang used his position as a Fish and Wildlife Protection officer for personal gain; and,

(4) the Department of Public Safety, Division of Fish and Wildlife Protection officials were inefficient and untimely in taking appropriate personnel action in the matter concerning Lieutenant Boutang.

Including the current ombudsman investigation, a total of six investigations have been initiated surrounding Lieutenant Boutang's guiding activities. Ms. Byington reviewed all the investigation files as well as Lieutenant Boutang's personnel file during the course of her investigation. These records are confidential by statute and cannot, therefore, be released to the complainant.

BACKGROUND

Personal

Lieutenant Boutang was employed as a Fish and Wildlife Protection officer while at the same time he held a guide license. His guide license lapsed following a 1988 ombudsman investigation.

As noted in a January 25, 1992, Anchorage Daily News article, Lieutenant Boutang published an article in the Alaska Professional Hunters magazine. In that article, Lieutenant Boutang speaks openly about his opposition to outfitters working in Alaska's hunting industry. Likewise, in 1988, Registered Guide Ed Grasser published an article titled Guides v. Outfitters. In this article, Mr. Grasser refers to outfitters as "outlaw guides," "illegitimate guides" and "pseudo outfitters." Lieutenant Boutang had a working relationship with Mr. Grasser.

Agency Policy

In 1982, an attorney general opinion was published. This opinion addressed certain scenarios which the Attorney General believed to be a conflict of interest. While this opinion did not specifically address enforcement officers working in the guiding industry, the opinion speaks generally about what might constitute a conflict of interest. The opinion concluded that the common law concerning conflict of interest, "... aims to eliminate the potential for abuse and the appearance to the public that officials are subject to temptation." (Emphasis added.)

In 1984, Public Safety Commissioner Robert Sundberg issued a policy concerning outside employment in the guiding industry. He determined that there was a conflict of interest between guiding and enforcement.

On January 31, 1986, the Division of Legislative Audit issued a report supporting Commissioner Sundberg's policy prohibiting Fish and Wildlife Protection officers from outside employment in the guiding industry. The conclusion was:

... the probability of risk to DPS's integrity is greatly increased and public perception of wrongdoing can be harmful and create operational inefficiencies.

Court Testimony

In June 1988, Lieutenant Boutang testified at an omnibus hearing in State v. Zedler. The defense attorney, Barbara Brink, asked Lieutenant Boutang about his involvement in the guiding industry. She asked him if he was currently licensed as an assistant guide and whether or not he was working toward a registered guide license. Lieutenant Boutang admitted that he did have an assistant guide license, but he denied he had any future interest in becoming a registered guide.

When asked what the Division of Fish and Wildlife Protection policy was concerning outside employment in the guiding industry, Lieutenant Boutang testified he would have to check to make sure.

Lieutenant Boutang testified that he had never been employed as an assistant guide. His sole reason for being in the guiding camps was to learn more about the industry to become a better enforcement officer. He admitted that he had participated in the guiding industry. He "tagged" along with the registered guide, and he admitted there were two times that he had taken a hunter out by himself.

Finally, Lieutenant Boutang testified that a hunter will pay the guide from \$4,000 to \$4,500 just for the hunt, excluding their transportation, food and other costs.

From December 12 to December 14, 1988, Lieutenant Boutang was a witness in State v. Romero. Lieutenant Boutang testified he had no desire to become a registered guide but that he wanted to take the written test.

The defendant, George Romero, asked Lieutenant Boutang whether or not he was aware of an internal investigation being conducted by Colonel Jack Jordan concerning Lieutenant Boutang's work as an assistant guide. Lieutenant Boutang denied having any direct knowledge of an internal investigation until Mr. Romero told him about it. Superior Court Judge Richard Savell clarified the question by asking Lieutenant Boutang if he had been contacted about any internal ethical violations. Lieutenant Boutang denied that he had been contacted. He did, however, state that he was aware of an ombudsman investigation.

Agency Investigations

On September 12, 1988, ombudsman complaint A088-1084 was opened. The agency was subsequently notified. Colonel Jordan initiated an informal internal investigation. The allegation was that Lieutenant Boutang had held a guide license and worked as an assistant guide contrary to agency policy.

The agency advised the ombudsman that the policy did exist prohibiting officers from working as guides. Because Lieutenant Boutang did not receive financial remuneration and he guided only on his own time, his supervisors believed Lieutenant Boutang was not in violation of agency policy.

On January 9, 1989, Ombudsman Duncan Fowler sent a closing letter to the complainant. The letter concluded that Commissioner Sundberg's 1984 policy "did not specify whether uncompensated service in those businesses (guiding and liquor industry) would be considered 'employment.'" On January 11, 1989, the ombudsman complaint was closed.

The third investigation was initiated by the Department of Commerce, Division of Occupational Licensing. This investigation was eventually referred to the Department of Law.

A criminal investigation ensued. At the conclusion of the criminal investigation the matter was referred to the Division of Fish and Wildlife Protection for an administrative review.

The sixth investigation is the current investigation conducted by the Office of the Ombudsman, which has precipitated this report.

ANALYSIS AND FINDINGS

Allegation 1: Fish and Wildlife Protection Officer Lieutenant Robert Boutang maintained a current guide license and worked in the guiding industry from 1983 through 1988 with the approval of his supervisors contrary to agency policy.

In 1984, Commissioner Sundberg issued a policy statement establishing that it was a conflict of interest for officers to work in enforcement and the guiding industry simultaneously.

Lieutenant Boutang, along with his supervisors, failed to research department policy before deciding that it was appropriate for Lieutenant Boutang to maintain his assistant guide license and to pursue a registered guide license. Their interpretation was in direct contravention of the policy issued by Commissioner Sundberg.

In the Romero trial Lieutenant Boutang stated that the complaint had been initiated by a convicted felon, someone who had a vendetta against him. While the credibility of the complainant is not immaterial, agency officials allowed the

complainant's perceived credibility to overshadow the seriousness of the allegations brought against Lieutenant Boutang.

As stated in the 1986 Legislative Audit report, it is the public perception that must be considered. The report supported Commissioner Sundberg's position that it was a conflict of interest for an officer to maintain an assistant guide license. A 1982 attorney general opinion concluded that the common law concerning conflict of interest, "... aims to eliminate the potential for abuse and the appearance to the public that officials are subject to temptation." [Emphasis added.]

Individuals at the supervisory level failed to enforce the commissioner's decision in instructing the officer.

The focus of this investigation has been upon whether or not Lieutenant Boutang worked as an assistant guide and thus was eligible to apply for a registered guide license. The complaint as it was presented to our office, however, was that Lieutenant Boutang maintained an assistant guide license contrary to agency policy and with the approval of his supervisors. Allegation 1 was written to reflect that Lieutenant Boutang both maintained a guide license and carried out guiding activities contrary to Commissioner Sundberg's policy and with the approval of his supervisors.

I believe that a Fish and Wildlife Protection officer acting, working or employed as an assistant guide presents an obvious conflict. However, merely holding an assistant guide license, as the complainant initially alleged, provides nothing less than a perceived conflict of interest.

The article written by Lieutenant Boutang concerning his position with regard to outfitters working in the hunting industry only further supports the conflict between guiding and enforcement.

I find this allegation justified.

Allegation 2: Lieutenant Boutang improperly made conflicting statements concerning his work as an assistant guide and his intent to obtain a registered guide license.

Our investigation concluded that Lieutenant Boutang has in the past made conflicting statements concerning his work as an assistant guide. There is no question that Lieutenant Boutang worked very hard while he was acting as an assistant guide and that he did not receive wages for his work. As the court testimony indicates, he made conflicting and somewhat confusing statements concerning his own guiding activities.

After reviewing all the records and the various statements made by Lieutenant Boutang, my greatest concern is that of credibility. As Lieutenant Boutang pointed out, a peace officer must follow the letter of the law and be truthful at all times.

I find this allegation justified.

Allegation 3: Lieutenant Boutang used his position as a Fish and Wildlife Protection officer for personal gain.

While it is to his credit that he acted or worked as an assistant guide during his vacation time so that he could learn more about the guiding industry, I question Lieutenant Boutang's motives.

It is impossible to show his work as an assistant guide was dependent upon his position as a Fish and Wildlife Protection officer and thus a personal gain. Judging from his keen interest in hunting, Lieutenant Boutang would probably have sought experience in the guiding industry regardless of any other professional position he may have held.

Lieutenant Boutang and at least one individual he associated with in the guiding industry was strongly opposed to outfitters and the services they provided to hunters. Outfitters were competition to licensed guides. As a Fish and Wildlife Protection officer, Lieutenant Boutang had the authority to target individual outfitters for investigation. I am not accusing Lieutenant Boutang of having used his position in such a manner, but there is certainly a perception that he had an opportunity to do so. In my mind, this perception compromises the officer's credibility.

Working in the guiding industry while at the same time being a law enforcement officer overseeing the guiding industry is clearly a conflict of interest. The scenario is so intertwined one cannot envision that there was not some personal benefit received by his involvement in both enforcement and guiding -- not the least of which is the fact that Lieutenant Boutang is able to claim credit for working as an assistant guide to meet the requirements of a registered guide. I cannot, however, find that Lieutenant Boutang used his position as a Fish and Wildlife Protection officer by and through his work in the guiding industry for "personal gain."

I find this allegation unsupported.

Allegation 4: The Department of Public Safety, Division of Fish and Wildlife Protection officials were inefficient and untimely in taking appropriate personnel action in the matter concerning Lieutenant Boutang.

Ombudsman complaint A088-1084 was filed on September 12, 1988. As a result of that complaint, Fish and Wildlife Protection Officer Colonel Jordan was contacted concerning the allegations. Colonel Jordan agreed that working as an assistant guide while being employed as a Fish and Wildlife Protection officer was contrary to department policy.

At the conclusion of Colonel Jordan's review of the allegations, he told Ms. DeCamp that Lieutenant Boutang was not in violation of department policy. He stated that Lieutenant Boutang had approval from his supervisor to act as an assistant guide so long as he did not receive payment for his services. Colonel Jordan then instructed all officers holding assistant guide licenses to let their licenses expire.

Based upon the information provided by the agency, Ombudsman Duncan Fowler concluded the investigation.

The complainant in ombudsman complaint A088-1084 did attempt to file a complaint with the agency prior to coming to the ombudsman. The agency, however, refused to look into the allegation.

It was not until the ombudsman received specific statutory authority in 1990 to review confidential law enforcement investigation files that a thorough investigation was completed.

I find this allegation justified.

RECOMMENDATIONS

(1) The Department of Public Safety conduct an administrative review of the Division of Fish and Wildlife Protection officer Lieutenant Boutang to determine if additional complaints exist. The administrative review be conducted by the troopers. This matter has become public, e.g. publication of a Legislative Audit report addressing the Big Game Commercial Services Board and the Division of Fish and Wildlife Protection and the January 25, 1992, Anchorage Daily News article. The ombudsman is concerned about the public perception of the Division of Fish and Wildlife's credibility as well as morale within the division.

(2) The Department of Public Safety recommend to the Division of Occupational Licensing that current and/or former public safety officers applying for a registered guide license not be given assistant guide credits for years claimed while they were employed as peace officers. If this end cannot be achieved administratively, the Department of Public Safety submit legislation which would preclude Fish and Wildlife Protection officers from receiving credit for those years they acted as an assistant guide contrary to agency policy.

(3) The Department of Public Safety review the supervisors' involvement in this matter and take appropriate personnel action.

(4) The Department of Public Safety review Lieutenant Boutang's involvement in this matter and take appropriate personnel action.

GBP:pjc

cc: Commissioner Burton



State of Alaska
ombudsman

Duncan C. Fowler

February 7, 1992

Patrick Rodey, Chairman
Senate State Affairs Committee
Alaska State Legislature
Capitol Building
Juneau, Alaska 99801-1182

RE: SB-375

Dear Senator Rodey:

The Office of the Ombudsman supports the purposes of SB-375. I believe that law enforcement officers with involvement in areas they have responsibility for enforcing are in an unfortunate conflict of interest. Any person charged with the responsibility of enforcing laws faces a challenge of not only having to be, but needing to appear even handed in the performance of their duties.

SB-375 helps set out the state policy that it is inappropriate for enforcement officers to be in the position of working as a guide or an assistant guide while they are involved in enforcing state fish and wildlife protection laws. This policy makes it clear that those charged with enforcing our state laws must take an arms-length approach in their off-duty activities to ensure they maintain the necessary independence so their enforcement activities may not be questioned.

Through our investigations, I have become aware of at least one public safety employee in this situation. He volunteered to work under the tutelage of licensed guides to apparently obtain the necessary work experience which would allow him to apply for and receive a guide license after leaving law enforcement work. Although an employee in this situation may not have received monetary compensation for their work, they clearly intend to profit from their off-duty activities. Their volunteer experience will convert to dollars upon receipt of a guide license. It clearly has a long-term benefit to the employee involved.

A situation such as this also presents a potential enforcement problem. The opportunity exists to perhaps apply a different standard when enforcing state laws involving the friendly guide who is providing off-duty guiding supervision. It can

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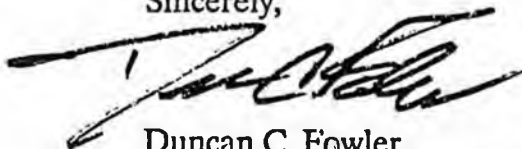
also create the appearance of being biased when he must enforce game laws against his friend's competitors.

It is my information that the Department of Public Safety has had a policy prohibiting such conflicting off-duty activities for several years. However, if a public safety employee did work and obtain guide experience credits in conflict with that policy in the past, there was no prohibition to prevent the Guide Board from acknowledging that experience and allowing it to be applied towards the licensing requirements. Ann Boudreaux, director of the Division of Occupational Licensing, told me that the board would probably accept that past experience as there was nothing which would allow them to discount either the quality or applicability of that experience.

I would propose that the committee consider modifying the "ethical conduct" standards and definitions in AS 08.54 to include a person's past non-guiding employment history. Clearly, the concept I propose needs refining and defining. However, I do believe it would be improper for guiding experience credits, which have been obtained contrary to the policies of their employer, be allowed when applying for a state license.

I am sorry I am unable to meet with the committee at its hearing this afternoon. I am committed to meet with another committee. Please let me know if you have any additional questions about this matter.

Sincerely,



Duncan C. Fowler
Ombudsman

DCF:pjc

cc: Senator Lyman Hoffman

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SUBJECT ETHICS/STANDARDS OF PROFESSIONAL CONDUCT

CHAPTER DEPARTMENT POLICIES

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PURPOSE

This policy shall be known as the departmental ethics code or Standards of Professional Conduct. Its intent is to establish uniform standards of conduct for employees of the Alaska Department of Fish and Game (ADF&G). The policy is adopted pursuant to AS 39.52.920 which states:

Subject to the review and approval of the attorney general, an agency may adopt a written policy that, in addition to the requirements of this chapter, limits the extent to which a public officer in the agency or an administrative unit of the agency may

- (1) acquire a personal interest in an organization or a financial interest in a business or undertaking that may benefit from official action taken or withheld by the agency or unit;
- (2) have a personal or financial interest in a state grant, contract, lease, or loan administered by the agency or unit; or
- (3) accept a gift.

OBJECTIVE

The objective of establishing Standards of Professional Conduct is to recognize and ensure the legal rights, privileges, and personal beliefs and activities of departmental employees are protected while providing guidance regarding activities which might substantially and materially call into question an employee's integrity. It is the intent of this policy to protect the rights and reputations of departmental employees by providing standards of conduct that will apply to all similarly situated employees of the department. Employees who engage in activities appearing to be outside the bounds of these standards may request a review of such activities by the designated supervisor as defined in AS 39.52.960(8)(A) and (G). Decisions regarding the activities of department employees will be made based on AS 39.52, applicable Personnel Rules, and the following Standards of Professional Conduct. Acceptance of employment with ADF&G is an affirmation of acceptance on the part of the employee that the rights and obligations established in the Standards of Professional Conduct are necessary for both the employee and the department.

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DISTRIBUTION

All SOP manual holders.

RATIONALE

ADF&G is mandated to "manage, protect, maintain, improve, and extend the fish, game and aquatic plant resources of the state . . ." [AS 16.05.020(2)]. The people of Alaska have thus placed in the hands of the employees of the department their faith and trust in the department's ability to meet its obligations of professional resource stewardship. Public acceptance of the department's programs depends, to a great degree, on how the public perceives the activities of employees, both in the workplace and to an extent in their personal lives. This high degree of public trust carries an obligation to maintain high standards of professional conduct. If the public recognizes employees of the department as impartial and unbiased, regardless of their position within the department, the management programs developed by professional employees have a far better chance of being approved and publicly accepted. As professional resource managers, employees of the department must accept that the public expects higher standards of them in conducting certain activities than is expected of other public employees. While some might see this as burdensome, it can better be seen as an indication of the public's high expectations and high degree of interest in the work of the department.

Employees generally recognize that it is difficult for many citizens of the state to see a department representative on one occasion as a professional manager of a resource, and another time that same employee is seen engaged in a commercial activity involving the same resource. However, the extent and degree of this public perception varies widely. The department recognizes that substantial and material conflicts that call into question the integrity of the employee or the department must be prevented. Instances of perceived conflict will be individually evaluated pursuant to AS 39.52, pertinent Alaska Personnel Rules, and the Standards of Professional Conduct, including the following considerations:

1. The extent of management jurisdiction an employee may have over a departmentally managed resource and the extent to which

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an employee may have access to information not generally distributed to the public.

2. The potential an individual employee may have by virtue of his or her position in the department to affect or influence management decisions.
3. The extent to which a conflict is real or immediate or whether it is significant, conjectural, or contrived.
4. The extent to which a perceived conflict will adversely affect the credibility of the employee and the department. If the conflict is found to be genuine in nature and perception, the department and the employee will be called upon to determine a remedy that will remove or acceptably minimize questions regarding the credibility of either.

DEFINITIONS

Commercial Activities: Activities for which an employee receives compensation, as defined in AS 39.52.960(7).

Commercial Guiding: Accompanying or being present with a hunter or fisherman in the field, personally or through an assistant, for direct financial compensation. "Commercial guiding" does not include:

1. Accompanying or being present with a hunter or fisherman guided by another person if the employee has also engaged the services of a guide.
2. Providing transportation to or from the field, if the persons providing transportation and the persons being transported do not stalk, pursue, track, kill, or attempt to harvest fish and wildlife resources.
3. Engaging in personal, lawful recreational or subsistence hunting or fishing, either alone or with friends or relatives, when such activities are not conducted for the purpose of, or with the intent of, receiving compensation. (Inconsequential compensation, such as sharing expenses, is not guiding. Also see AS 39.52.130.)

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Commercial Harvest: An activity which involves the taking or harvest of a resource managed by the department for compensation from a commercial processor, fur buyer, guide client, or retailer. (Also see ethics policy, department findings on exclusions to this definition.)

Benefit: As defined in AS 39.52.960(3).

Department Employee: A person with official status, holding a position control number, and receiving compensation for work performed, but does not include the employee's spouse, children, siblings, or other family members for the purposes of this ethics policy. (Note: Certain additional prohibitions extend to an employee's spouse, blood relation to the second degree of kindred, and members of the employee's household under the Executive Branch Ethics Act. See AS 39.52).

Designated Supervisor: The commissioner or the commissioner's designee.

PROFESSIONAL CODE OF CONDUCT

In an effort to maintain high professional standards of the department and to retain the public trust necessary for the department and its employees to meet statutory obligations, each department employee shall:

1. Use sound biological information in an unbiased manner in recommending and making management decisions.
2. Present information to the public and to peers factually and impartially, and not let personal preference or bias interfere with this obligation.
3. Recognize that some activities and actions may be perceived by the public as inappropriate for an employee of the department.
4. Recognize that employee activities associated with natural resource use, particularly commercial uses, are often viewed unfavorably by the public and peers.
5. Refrain from commercial harvest activities unless specifically approved by this policy or the division director and the designated supervisor.

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6. Use discretion expected of professional employees when conducting activities which might tend to call into question personal or departmental credibility, and consult with supervisors if there is any such doubt in an employee's mind.
7. Obey fish and game laws and regulations.
8. Not use their positions for personal financial gain or to give unwarranted benefit or treatment to any person or group, or to coerce subordinates for his or her personal or financial benefit.
9. Recognize that off-duty activities of many department employees substantially benefit their job performance, public acceptance, and confidence expressed in the department. Fishing, hunting, trapping, photography, camping, and other similar activities provide employees the opportunity to obtain personal awareness and understanding of the public's involvement in the resources managed by the department. Membership in professional societies and community clubs and organizations, to the extent suggested by the standards, provides benefits to both the individual and the department.

INTERPRETATION

This policy will be interpreted in conformity with the Executive Ethics Act (AS 39.52). All employees are urged to read "Ethics--A Handbook for Public Employees," available through personnel officers or from the designated supervisor. Provisions of the Standards of Professional Conduct will apply to all employees of ADF&G.

Any departmental employee convicted of violating a state or federal fish and game law or regulation is subject to disciplinary action by the department. The violation will be reviewed by the appropriate division director, the designated supervisor, and the commissioner.

Disciplinary action taken as a result of a violation of these standards may range from a verbal warning, to a written reprimand, to termination, depending upon the severity of the violation and any extenuating circumstances.

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Decisions regarding outside employment, possible conflicts with these standards, and remedial actions taken to relieve conflict with the standards will be rendered only by the designated supervisor in consultation with the division directors.

All employees of the department, subject to provisions of the ethics policy, may not participate in commercial fishing, commercial game or fish guiding, trapping, mariculture, or aquaculture activities unless specifically approved by the division director and the designated supervisor. Provisions in the ethics policy do not apply to seasonal or temporary employees when they are on leave without pay status.

Employees may participate in secondary outside employment related to fish and game, providing the annual disclosure form has been completed, approved, and signed by the designated supervisor.

ETHICS POLICY

A. Commercial Activities

Exclusions

The department finds that no substantial and material conflict exists, but prior approval by the appropriate division director and designated supervisor is required if:

1. Employees participate in the commercial take of fish and game if those resources are not regulated by the department or the Board of Fisheries and Game.
2. Employees acting as a commercial guide for purposes other than fish or game harvest, such as photography or recreational camping, if no harvest or attempted harvest by the employee or the client of fish or game is involved in such guiding activities.
3. Employees trap, and their total annual compensation for sale of furs obtained from trapping does not exceed \$2,500.

Except for the above exclusionary findings, the prohibitions for commercial activities which relate to fish and game shall be based on divisional jurisdiction and region of employment.

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Divisional Prohibitions (all employees)

Divisions of FRED, Commercial Fisheries, Sport Fish, External and International Fisheries Affairs, and Commissioner's Office: No commercial harvest of fishery resources except as identified in number 1 under Exclusions.

Division of Wildlife Conservation and Commissioner's Office: No commercial harvest of game resources, including the sale of furs of more than \$2,500 annually.

All other divisions: Commercial harvest approved subject to disclosure and prior approval.

Geographical Prohibitions (all employees)

In addition to jurisdictional (divisional) prohibitions, the following geographical prohibitions also apply.

Regional restrictions: No commercial harvest of fish or game resources within the region of employment, as defined by divisional geographic boundaries.

Headquarters staff and staff located outside of Juneau with statewide responsibilities shall assume a regional prohibition of where they are stationed and/or where they primarily work.

B. Use of Information and Materials

1. Employees are encouraged to prepare job-related, general interest, and technical papers on official and personal time. Employees may not, however, accept any compensation for an article, paper, or photograph produced on state time or with state equipment.
2. Department employees appearing as speakers at meetings where they are representing only themselves and not the department shall not use department materials that are not generally available to the public unless they have obtained the approval of their supervisor. Department materials that are broadly distributed and of common access may be used by employees in the same manner as they might be by a citizen who is not an employee. In instances where the presentation might directly benefit

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an employee's personal or financial interest, the employee should carefully review the provisions of this policy and the Executive Ethics Act (AS 39.52), and consult with an immediate supervisor or the department's designated supervisor.

C. Use of State Equipment and Facilities

1. Department employees shall not use state equipment or facilities in the pursuit of personal activities, other than those uses which are minor and inconsequential, under that distinction in AS 39.52.110(a)(3). A factor indicating that a use is minor and inconsequential is that no additional cost will be incurred by the state. Activities which result in the employee receiving compensation, as defined in AS 39.52.960, are not minor and inconsequential. In field situations, at the discretion of the relevant division director, normal living activities of division employees will not constitute personal time for purposes of use of state equipment and facilities:
 - a. No additional costs will be incurred by the state.
 - b. The activities will not occur when the employee is on state time.
 - c. The activities do not result in the employee's receiving compensation, as defined in AS 39.52.960.

D. Use of Photographs

1. Employment with the department may provide employees with unique photographic opportunities. Consequently, a significant potential exists for both real and perceived conflicts of interest. The department's policy is to allow employees to pursue an interest in photography while clearly distinguishing between ethical and unethical personal gain that may come from photographs taken while working for the department.
2. When photography occurs during normal or assigned working hours and with the use of state equipment or film, the products of all such photography shall be considered

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property of the state. If personal equipment or film is used, the photos may be kept for personal use, but shall not be commercially used.

3. Photography at times other than normal or assigned working hours shall be considered a personal activity. If personal film and equipment are used, the photos shall be considered personal property and may be commercially sold or given to the state. However, if state equipment or film are used, the photos are state property and may not be used for personal gain.

E. Advisory Committees and Private Organizations

1. Department employees shall assist advisory committee and regional councils of the Boards of Fisheries and Game, but shall not participate in nominating or voting on candidates for office nor vote on items before the committee or council while attending such meetings representing the department. An employee is considered to be representing the department when he or she has: (a) been specifically requested to appear by a board or council member to comment on a proposal before the body; (b) is appearing, while on duty during his or her normal working day, as a member of a group of departmental employees; or (c) has been directed to appear by a supervisor to represent the department. In the event none of the above apply and an employee is asked to comment on a proposal before the committee or council, the employee must clearly convey that, in this instance, he or she is not speaking in an official capacity for the department. Employees of the department, who by job title or designated duties, are assigned management authority may not serve as members or officers of advisory committees to the Boards of Fisheries and Game, or as members or officers of regional councils. Management authority for purposes of this section includes the ability to take "official action" as defined in AS 39.52.920(14).
2. Department employees are encouraged to participate in private organizations with purposes related to fish and game resource use or conservation and to make public statements, as long as the employee does not purport, or

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appear to purport, that he or she is speaking or acting in an official department capacity. All employees must recognize that in circumstances when their outside activities conflict with department positions or policies, the employee's credibility and/or job effectiveness may be jeopardized. Accordingly, employees should consult their regional supervisor for guidance to reduce potential conflicts.

Example 1: Ernie is a fisheries biologist working on the Kenai Peninsula. He has been asked by a local sport fishing club (of which he is a member) to testify at a public hearing about the need to allocate more fish for sport use. After consulting with his regional supervisor, Ernie determines that it would be professionally unethical for him to testify as a private person since the public's trust in his credibility as an unbiased department management biologist would likely be significantly reduced.

Example 2: Ann is a habitat biologist in interior Alaska. She has been asked by a professional society (The Ecological Society of America) to testify before a House Agricultural Subcommittee in Washington, D.C., about the effects of a newly developed wastewater treatment system for placer mining on aquatic organisms (her area of expertise). Although the State of Alaska has endorsed this technology, after discussion of the request with her regional supervisor, Ann decides to testify but limit her testimony to the biological tradeoffs associated with this treatment technology. Ann's testimony is presented as a professional scientist, not as a representative of the state, and further, carefully avoids addressing the political or economic aspects of the issue.

Example 3: Bill is a Division of Wildlife Conservation area management biologist who attends an advisory committee meeting where officers will be elected and regulations will be discussed. Because area biologists speak on proposals and are commonly viewed by the public to represent the department, Bill does not vote in the committee elections.

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3. The department specifically encourages employee participation in professional societies and recognizes such organizations (e.g., The Wildlife Society, American Fisheries Society, Ecological Society of America, American Statistical Association, Professional Secretaries International, etc.) as distinctly different from other special interest groups. In some situations it may be beneficial to the department for individuals to participate in activities of such societies on state time, and requests to do so shall be made through the division director and the designated supervisor.

4. Department employees may not accept payment or reimbursement for travel or other expenses from any source other than as provided for in AS 39.52.130.

F. Patent/Copyright

The department will reserve all rights to any invention, discovery, material, equipment, or intellectual property designed, developed, and produced by department employees:

1. During working hours.
2. With a contribution by the department or the state of facilities, equipment, material funds, or of time and services or other state or department employees on official duty.
3. Which bears a direct relation to, or is made in consequence of, official duties of the inventory.

DISCLOSURE

One of the best ways to avoid even the semblance of impropriety is for all department employees to provide full and detailed prior disclosure, in writing, of the precise nature of any association, relationship, business arrangement, or circumstance which suggests that decisions may be made contrary to the best interest of the general public, resources, or the department; for the employee's personal financial gain; or for reasons contrary to the department's statutory responsibilities. All such prior disclosures shall be done through division directors to the designated supervisor.

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Example 1: Carol is a clerk typist who wants extra money for the holidays and takes an after-hours waitress job October through December. Disclosure is necessary.

Example 2: Sid is a permanent full-time technician working at the Fin Perfect Hatchery who builds and sells crab pots in his spare time. Disclosure is necessary.

REQUEST FOR AUTHORIZATION FOR EXEMPTION

A. Department employees shall submit written requests for authorization to participate in commercial activities, or to conduct other activities identified in this policy, through their director to the designated supervisor at least thirty working days before participating in the activity. Expedited requests will be considered by the designated supervisor in instances where the employee could not reasonably provide the thirty-working-day advance notice. Such requests must be accompanied by a written explanation of the factors which prohibited advance notice. The written request shall include:

1. Type of activity.
2. Duration or dates of activity.
3. Approximate location of activity.
4. Justification for authorization or exception.
5. Name, division, address, and phone number of the employee.

Detailed and complete answers on the "Ethics Disclosure Form" shall satisfy this requirement.

B. The designated supervisor shall indicate if an ethical problem exists with a request for authorization because of an employee's specific employment responsibilities, and shall recommend appropriate action in a memorandum to the employee, with a copy to the division director within twenty working days upon receipt of a request.

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APPEAL PROCESS

Department employees may utilize the grievance procedure in the Personnel Rules (2 AAC 07.435) if they disagree with the designated supervisor's decision. However, it is recognized that in all cases, provisions of AS 39.52.910(b) apply.

DIVESTITURE PERIOD

Employees of the department who hold an interest or are otherwise involved in an activity precluded by this policy have until January 1, 1992 to divest themselves of that interest or activity. The effective date, January 1, 1992, applies only to those items precluded by the departmental policy. The Ethics Act (AS 39.52) is in effect and its prohibitions and requirements presently apply to all departmental employees.

CORRECTIVE ACTION

Violation of the Executive Branch Ethics Act (AS 39.52) includes not only a conflict of interest, but also failure to file a disclosure form or inadequately or falsely filing a disclosure form.

If a department employee is found to have violated the Executive Branch Ethics Act (AS 39.52), the State Personnel Rules (2 AAC 07), or these standards, the commissioner or designated supervisor may, by written memorandum: Order the employee to stop engaging in the prohibited activity; temporarily or permanently reassign job responsibilities to eliminate the potential conflict; order divestiture, establishment of a blind trust, restitution, or forfeiture; or take administrative disciplinary action against that employee. Disciplinary action, depending on severity, will range from: A verbal reprimand; a written reprimand placed in the employee's personnel file; suspension without pay; or termination of employment with the department [see AS 39.52.410(a)].

PUBLIC COMPLAINT PROCESS

Complaints will be handled according to the provisions of AS 39.52.210 and AS 39.52.230.

STATE OF ALASKA
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF FISH AND WILDLIFE PROTECTION

OFFICER'S INFORMATION MANUAL

APPROVAL: <u>Jack W. Jordan</u>	Policy No.: <u>C-9</u>
PAGE <u>1</u> of <u>2</u>	Date: <u>July 16, 1990</u>
	SUBJECT: <u>OUTSIDE EMPLOYMENT</u>

All requests for employment outside the Department are reviewed by the Commissioner's Office on a case by case basis. However, the following guidelines have been previously established concerning certain types of work which will not be approved.

1. Alcohol dispensary business
2. Guiding profession
3. Commercial fishing or sport fish guiding

The permission may be withdrawn if a conflict or the appearance of a conflict, with the discharge of the employee's official duties arises.

In the Ethics Law governing outside employment (AS 39.52.170), there is further clarification stating; no public employee may work for (paid or unpaid) an organization other than the employee's own department if that work is incompatible, or in conflict with the proper discharge of official duties.

Please note two important points above:

1. The work is paid or unpaid.
2. Appearance of a conflict is sufficient grounds for disapproval.

Permission for outside employment must be renewed annually.

Requests for outside employment should be made in memo form and must be accompanied by a blue Ethics Disclosure Form. An example of the form follows this policy. Forms are available from the Commissioner's Office and the Department of Public Safety Personnel Office.

Please note that under the Executive Branch Ethics Act, the only person authorized to sign the Ethics Disclosure Form for this Department on behalf of the Commissioner is the "Designated Ethics Supervisor", Special Assistant Gretchen Pence.

Ethics Disclosure Form

Outside Employment or Services Notification

To: Designated Supervisor

Subject: Certification of Outside Employment or Services (AS 39.52.170)

In accordance with AS 39.52.170(b), I hereby officially report my employment or provision of services outside the Department of _____

These outside duties will in no way affect my usual State duties or duty hours in this Department. This employment or service consists of the following:

Hours and days of the week _____

I understand that for any employment outside State service, no State owned/operated facilities, supplies, equipment and/or vehicles (including personnel time and effort) shall be utilized in any manner whatsoever.

(Signature)

(Date)

(Printed Name)

(PCN)

(Job Title)

(Location)

Designated Supervisor's Acknowledgement

Your notification of engagement in outside employment or service has been received.

Acknowledgement of your outside employment or service is made with the understanding that your outside work will not in any way detract from or be in conflict with the proper discharge of your official duties as an employee of this Department.

Please note that any change in your outside service or employment must be reported when it occurs.

(Signature-Designated Supervisor)

(Date)

ALASKA STATE LEGISLATURE

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

Division of Legislative Audit



P. O. Box W
Juneau, AK 99811-3300
(907) 465-3830
FAX (907) 465-2347

October 11, 1991

Summary of: A Report on the Department of Commerce and Economic Development, and the Department of Public Safety, Big Game Commercial Services Board, Consistency of Disciplinary Penalties, October 1, 1991.

PURPOSE OF THE REPORT

In accordance with Title 24 of the Alaska Statutes, and a special request of the Legislative Budget and Audit Committee, we conducted an audit of the Big Game Commercial Services Board (BGCSB). Our audit had two objectives:

1. Determine if the board has been consistent in applying sanctions such as license suspensions and revocations for similar violations of professional standards as set out in statute and regulations.
2. Review the role and impact that the Division of Fish and Wildlife Protection within the Department of Public Safety has had on the license disciplinary process, and assess if that agency has acted consistently and objectively.

REPORT CONCLUSIONS

Penalties involving an individual's guide license may be imposed by the courts prior to any sanction imposed by BGCSB. When this happens, the board's disciplinary action essentially ratifies the decision of the courts. Because of differing circumstances involved with each case, the penalties imposed by the courts for similar offenses may vary. Such differences, while within the latitude granted the courts in imposing sentences, often makes BGCSB appear inconsistent in the actions it takes against licensees. Aside from these apparent differing sanctions, we found that, with one minor exception, BGCSB has been consistent in the penalties and sanctions it has imposed on various license holders.

FINDINGS AND RECOMMENDATIONS

1. The Division of Fish and Wildlife Protection (FWP) should emphasize and strictly enforce its policies prohibiting participation in the guiding industry.

In December 1984, then Department of Public Safety Commissioner Sundberg first issued a policy prohibiting outside employment as guides for all departmental personnel. Since that time, the department's policy has not always been effectively enforced. In the past, supervisory management did not believe that guiding was necessarily a conflict with enforcement despite the policy set by upper management. Accordingly, there appears to have been little effort to enforce the policy, and it has been reported that supervisors actually encouraged officers to work in the guiding industry.

By failing to be sure that the policy was effectively enforced, the department allowed its investigatory methods and approaches to be called into question. Recently, the department redoubled its efforts to enforce the policy, and has clarified the policy to be consistent with the requirements of the Executive Branch Ethics Act.

2. DPS should conduct an internal review regarding the basis and procedures involved in developing undercover law enforcement actions on guiding and game violations.

According to the director of FWP, most game law violations are detected and prosecuted through the use of undercover police operations. The director acknowledged that there is a great deal of discretion allowed over who to "target" for an undercover operation. The officer most prominently involved working as an assistant guide was in the position to influence and use his discretion over who would and would not be subject to an undercover operation.

At a minimum, these circumstances give the appearance that this individual could have suppressed information regarding the activities of licensed guides with which he was associated, while at the same time making decisions to target others who were competitors of his guide associates. We believe it is important that FWP satisfy the guiding public that undercover operations are appropriately directed and are carried out on the basis of sufficient and reliable criteria.

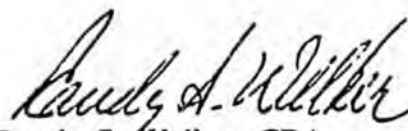
AUDITOR'S COMMENTS

In our view, BGCSB should be made aware of the situation involving FWP officers and their guiding activities in violation of departmental policy. In one particular case, an officer testified in court that he had acted as an unpaid assistant guide. Since a key part of the statutory definition of guiding involves compensation, BGCSB should carefully scrutinize any assistant guiding experience claimed by this individual if, and when, he applies to be licensed as a guide.

not have been acting unreasonably in asserting that he had not received "compensation," while at the same time seeking to rely on that experience as an assistant guide in attempting to become qualified as a registered guide . . .

The primary purpose of raising the point in the audit report was to more fully substantiate our audit evidence that the Fish and Wildlife Protection officer was on record as serving as an assistant guide. The issue of compensation and the apparent contradiction with court testimony was a secondary issue that had been raised by the investigator at the Division of Occupational Licensing at the time of the original internal investigation. In our review of the records and documents related to that investigation, we found no evidence that this particular issue had been satisfactorily resolved or analyzed. In view of DOLaw's response this issue has now been formally addressed.

The central point of our discussion remains unaffected. To restate, the Big Game Commercial Services Board (BGCSB) has a vital interest in maintaining the integrity and independence of the investigations involved in the licensing disciplinary process. The board should do all it can within its statutory powers to strengthen and improve that process. Accordingly, BGCSB should carefully consider granting guide licenses to individuals who gained necessary, qualifying experience when they were employed in positions involving either real or apparent conflicts of interest.


Randy S. Welker, CPA
Legislative Auditor

ALASKA STATE LEGISLATURE

LEGISLATIVE BUDGET AND AUDIT COMMITTEE

Division of Legislative Audit



P. O. Box W
Juneau, AK 99811-3300
(907) 465-3830
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October 8, 1991

Members of the Legislative Budget
and Audit Committee:

In accordance with the provisions of Title 24 of the Alaska Statutes, the attached report is submitted for your review.

DEPARTMENT OF COMMERCE AND ECONOMIC DEVELOPMENT
DEPARTMENT OF PUBLIC SAFETY
BIG GAME COMMERCIAL SERVICES BOARD
CONSISTENCY OF DISCIPLINARY PENALTIES

October 1, 1991

08-4402-91

This report reviews the disciplinary actions taken by the Big Game Commercial Services Board since its first meeting in December 1989. The board was created as part of a comprehensive 1989 revision of the statutes related to the licensing of professional hunting guides. The board's primary disciplinary sanction is the authority to suspend or revoke a guide's license.

The audit was conducted in accordance with generally accepted government auditing standards. In this report we discuss our analysis and review of the board's consistency in assessing licensing sanctions. We also discuss the large role that the Division of Fish and Wildlife Protection within the Department of Public Safety plays in the investigations and hearings involved in the disciplinary process.



Randy S. Welker, CPA
Legislative Auditor

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OBJECTIVES, SCOPE, AND METHODOLOGY

Objectives

In accordance with Title 24 of the Alaska Statutes, and a special request of the Legislative Budget and Audit Committee, we conducted an audit of the Big Game Commercial Services Board (BGCSB). Our audit had two objectives:

1. Determine if the board has been consistent in applying sanctions such as license suspensions and revocations for similar violations of professional standards as set out in statute and regulations.
2. Review the role and impact that the Division of Fish and Wildlife Protection within the Department of Public Safety has had on the license disciplinary process, and assess if that agency has acted consistently and objectively.

Scope and Methodology

The period covered by our audit review involves disciplinary actions taken by BGCSB since its inception in December 1989. Many of the licensing sanctions taken by the board involved cases and allegations that happened as long ago as 1988.

In order to evaluate the consistency of the board's licensing sanctions, we reviewed and considered the following documents:

1. Minutes of all BGCSB meetings, with particular emphasis on the discussion and voting involving proposed hearing officer decisions regarding sanctions against licensees.
2. All hearing officer rulings and proposed decisions submitted to BGCSB.
3. Investigative files at the Division of Occupation Licensing related to the cases that resulted in license sanctions.
4. Transcripts of court testimony of selected disciplinary cases that were adjudicated prior to being considered by BGCSB.
5. Documents provided by individuals disciplined by BGCSB related to their cases.
6. Ombudsman investigation reports and correspondence with the Department of Public Safety and the Department of Commerce and Economic Development.
7. Guide licensing files and files of applicants for guide licenses maintained by the Division of Occupational Licensing.

We also interviewed individuals involved in the disciplinary process including the following:

1. Individual guides or assistant guides that had their licenses suspended or revoked.
2. Division of Occupational Licensing officials and personnel responsible for assisting BGCSB in administering its responsibilities.
3. The director of the Division of Fish and Wildlife Protection, in addition to other officials in the Department of Public Safety.

ORGANIZATION AND FUNCTION

In 1989 the Legislature extensively revised the statutes (Chapter 37, SLA 1989) related to the licensing and regulation of guiding, outfitting, transportation, and other commercial services provided to big game hunters. These extensive revisions were brought on by conflict and confusion within the guiding industry. Guides complained that individuals, calling themselves either "outfitters" or "transporters" were providing unregulated guiding services. Outfitters and transporters claimed that they were not guiding, that their activities were legal, and that the guides were acting to protect their exclusivity and control rather than out of concern for providing better regulation of the industry.

The legislature acted to restore stability and provide comprehensive regulation of all of the professions. The legislature broadened the scope of the pertinent statutes to provide regulatory oversight of both outfitters and transporters in addition to guides. Part of this extensive restructuring was the establishment of the Big Game Commercial Services Board (BGCSB), which replaced its forerunner, the Guide Licensing and Control Board and its more circumscribed regulatory scope.

Big Game Commercial Services Board

The new nine member BGCSB is made up of two licensed guide-outfitters (the new, broader classification for guides and outfitters set out under the revised statutes), two licensed transporters, a commercial use permit holder, a representative from the Board of Game, a representative of Native landholders, and two members from the general public.

The board is responsible for:

1. Administering the licensing examinations for the various licenses it issues.
2. Establishing qualifications necessary for the various licenses it issues.
3. Establishing performance standards for providers of big game commercial services, and regulating the activities of those providers.
4. Compiling and publishing an annual register of service providers in good standing.
5. Prohibiting big game commercial service activities that are "unsportsmanlike, unethical, unsafe, against principles of game conservation, degrading to a profession [regulated by the board], or that adversely affect natural resources."
6. Revoking, suspending, or denying renewal of various licenses or permits it issues, following the requirements of due process.
7. Issuing transporter licenses.

8. Issuing commercial use permits.
9. Registering base camps and facilities used by individuals regulated by the board.

The statutes require BGCSB to meet at least twice annually, specifying that one of the meetings must be in Anchorage and the other "in another municipality."

Division of Occupational Licensing

The Division of Occupational Licensing within the Department of Commerce and Economic Development (DCED) provides administrative assistance and coordination to 21 boards and commissions. These boards and commissions are responsible for establishing qualifications for entry into various professions, proposing legislative amendments, adopting regulations, developing examinations, and disciplining licensed professionals for incompetent, unethical, or illegal behavior.

The division also has a staff of investigators who are responsible for investigating complaints and allegations of license holders violating the standards, ethics, or prohibitions established for the various professions licensed by the State.

DCED employs hearing officers who are responsible for conducting the formal hearings required by the Administrative Procedures Act. These hearings, necessary to the provision of due process, are a central aspect of the license sanctioning process.

Fish and Wildlife Protection

The Division of Fish and Wildlife Protection (FWP) is within the Department of Public Safety. The division is responsible for enforcing various statutes and regulations adopted to protect fish and game resources. FWP officers patrol the State by road, air, and waterway. They have the authority to issue citations, make arrests, seize fish and game taken illegally, and seize equipment used to commit violations.

BACKGROUND INFORMATION

This section discusses three aspects of guiding and licensing which relate to the issues discussed in other sections of this report. The three aspects discussed are: (1) the statutory requirements to be licensed as a guide, (2) the role that the Fish and Wildlife Protection (FWP) Division plays in investigating and disciplining guides, and (3) the investigation and hearing process followed by the Big Game Commercial Services Board (BGCSB) in disciplining guides.

GUIDE LICENSING REQUIREMENTS

To be a guide, an individual must work as an assistant

Under AS 08.54.350(a) an individual must meet 12 statutory requirements in order to receive a guide license. In addition to passing the qualification examinations prepared and administered by the board, two other key requirements are that:

1. the individual has been licensed and active as an assistant guide in three separate years; and
2. the individual has obtained written recommendations from six big game hunters, two for each year of the three most recent years that the individual was active as an assistant guide.

To be an assistant guide, the requirements are less numerous and demanding. Essentially, an applicant must be at least 18 years old, pass a required examination, have been a hunter two of the last five years, be in sound physical condition, and demonstrate a practical knowledge of first aid.

LAW ENFORCEMENT AND COURTS AFFECT GUIDE PENALTIES

There is a close relationship between law enforcement and the disciplinary process of guiding licensees. Disciplinary actions against licensees have historically involved either violation of game laws or guiding without a license. Up until the early 1980s this close relationship was administratively recognized when the Department of Public Safety (DPS) was responsible for administering the guide licensing system.

This relationship is also reflected in the guide licensing statutes. The statutes related to penalties for licensees specifically list four game violations that can result in license revocation: (1) waste of a wild food animal, (2) hunting on the same day airborne, (3) hunting during a closed hunting season, and (4) hunting in areas closed by state or federal regulation.

Because of this close relationship, the licensing board, when taking disciplinary action against license holders, is often in a situation of essentially ratifying a decision made by the courts. The courts often direct that action be taken against an individual's license as part of sentencing. Both BGCSB and its predecessor, the Guide Licensing and Control Board, have disciplined licensees following their arrest and conviction (although conviction is not always required, see inset at right) for game offenses.

FWP investigations affect licensees

The relationship with law enforcement also results in DPS officers (Fish and Wildlife Protection officers, and to a lesser extent the Alaska State Troopers) playing a central part in the investigations and hearings involved in the licensing process. Likewise, the efforts of federal game officers, are also relied on in assessing penalties against licensees.

Investigators at the Division of Occupational Licensing still do play a role in developing accusations involving licensees. However, most of the sanctions taken against licensees are primarily from the arrests made by FWP and Federal game officers. As a result, the manner in which these organizations conduct investigations and develop cases has a direct impact on how effective BGCSB is, and how objective it is perceived to be, in policing its licensees.

ADMINISTRATIVE PROCEDURES ACT

The procedures followed by the Division of Occupational Licensing and BGCSB in disciplining guides are illustrated by the Investigation and Administrative Hearing flowcharts on opposite and following pages respectively. Investigation (typically started by receipt of a notice of judgment, if a guide has been convicted in court) results in an administrative hearing or case closure. Administrative hearing begins with an accusation drafted by the Division of Occupational Licensing and reviewed by the attorney general.

GUIDES COMPLAIN OF "DOUBLE JEOPARDY"

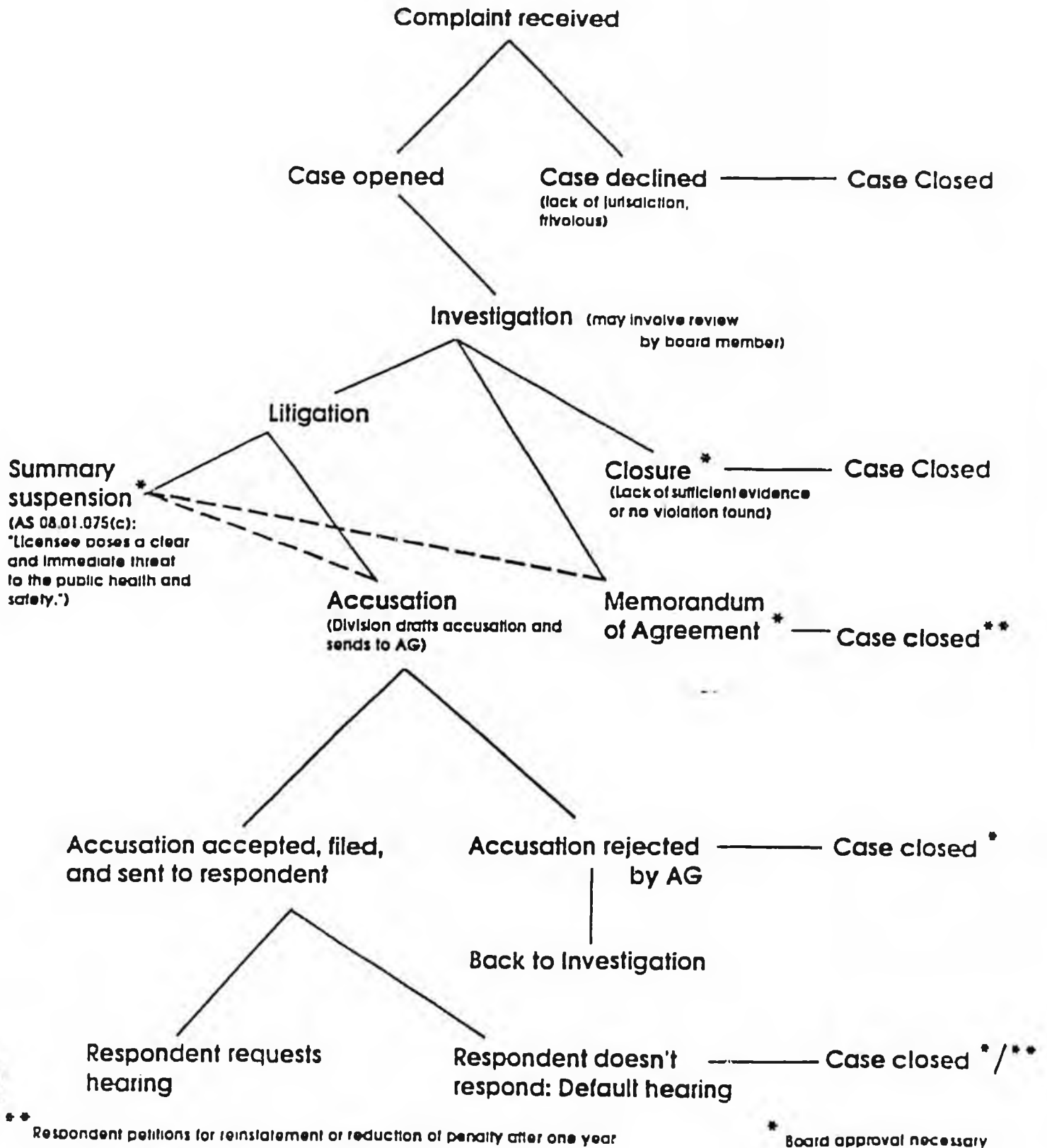
Even when guides are found not guilty by the courts, they may still be subject to licensing penalties from BGCSB. Some guides reported to us that they felt this represented "double jeopardy" that is, being tried twice for the same offense.

The Department of Law's position is that the criminal prosecution and licensing action under the administrative procedures act are two separate judicial processes. Each process requires a different standard of proof.

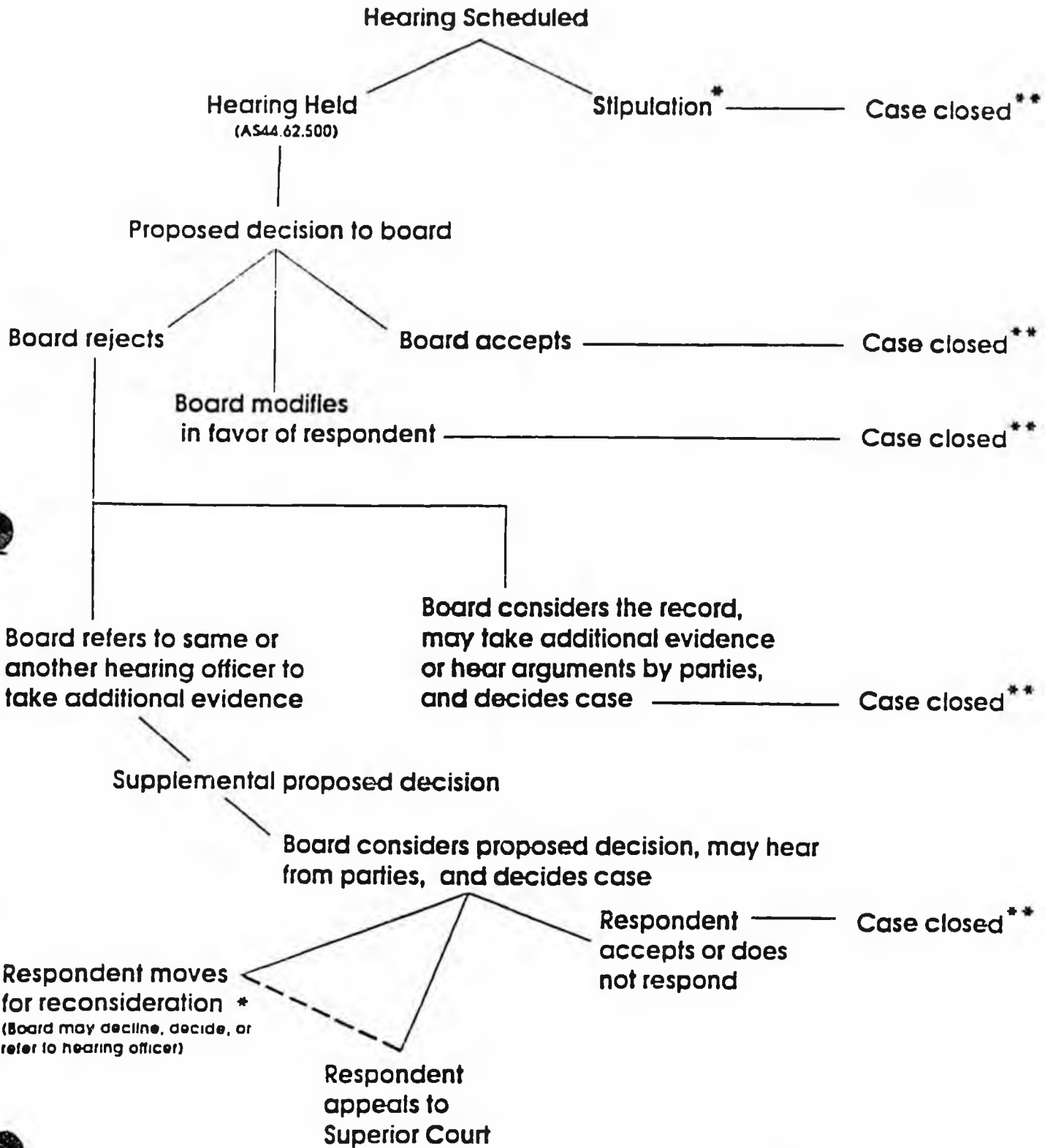
In a criminal action before the courts, the State must prove guilt "beyond a reasonable doubt." At an administrative hearing the State must only show that an individual is guilty of the accusation by a "preponderance of evidence."

On occasion, the State's "case" is strong enough to meet the preponderance of evidence standard, but not strong enough for the reasonable doubt standard. In those instances, guides often face the same evidence, the same testimony of FWP officers, and the same attorney arguments. As a result, they may find themselves facing a licensing penalty despite being found "not guilty" in court.

Investigation



Administrative Hearing



Respondent petitions for reinstatement or reduction of penalty after one year

* Board approval necessary

Once an accusation has been accepted by the attorney general, it is sent to the guide or "respondent" who then can request a formal hearing. If the individual does not respond to the accusation, a default hearing is held and a proposed decision is prepared for board consideration and action.

The respondent may request a hearing, but even after it is scheduled the guide may contact the Department of Law and work out an agreement. This agreement, called a stipulation, is essentially a negotiated settlement between the respondent and the Department of Law which sets out various restrictions and penalties.

If a hearing is held, the hearing officer listens to the evidence presented by both the State and the respondent. The hearing officer then issues a proposed decision to the board. The board may in turn reject, accept, or modify the decision to reduce the recommended penalties.

(Intentionally left blank)

REPORT CONCLUSIONS

As discussed in the Background Information section, penalties involving an individual's guide license may be imposed by the courts prior to any sanction imposed by the Big Game Commercial Services Board (BGCSB). When this happens, the board's disciplinary action essentially ratifies the decision of the courts. Because of differing circumstances involved with each case, the penalties imposed by the courts for similar offenses may vary. Such differences, while within the latitude granted the courts in imposing sentences, often makes BGCSB appear inconsistent in the actions it takes against licensees. Aside from these apparent differing sanctions, we found that, with one exception (see inset below) BGCSB has been consistent in the penalties and sanctions it has imposed on various license holders.

Results of Review

Since December 1989, BGCSB has taken 17 licensing sanction actions. Of those actions, two have gone completely through the administrative hearing process. In both instances the board adopted the hearing officer decisions unanimously.

In five of the eleven actions where licenses were revoked or suspended, the penalty imposed was directed by the courts as a condition of sentencing. In two instances the courts made recommendations regarding license sanctions, but the board chose to impose a more severe penalty. In the four remaining cases, the courts made no recommendation, but the board either suspended or revoked the license.

ONE INSTANCE WHERE BGCSB ACTED INCONSISTENTLY

Two guides both pled no contest to charges of unlawful possession or transportation of game. In both their cases, the courts recommended probation for two years. For one guide, BGCSB followed the court's recommendation. No action was taken against his license but he was put on a two-year probation period.

In contrast, the other guide was prohibited from obtaining a license for three years (his license had expired after the violation) and was placed on probation for two years if he obtained a new license when again eligible.

We found no documented evidence why these two apparently similar situations were treated differently.

Stipulated agreements contained different sanctions

Two assistant guides were both convicted of failure to salvage game. In both cases the court required each individual be denied licensure for two years. Subsequent to this court action the board reached stipulated agreements with both individuals. The board suspended one guide's license for 3½ years as part of her stipulation. The other guide, by contrast, received a 4 year suspension as part of his stipulation agreement.

It has been reported to us that when a stipulation agreement is being developed that the individual being disciplined is generally an active participant in the negotiation process. While it is unclear why there was a difference in the sanctions imposed, it would seem that the slight difference in sanctions is a result of the negotiating posture and success of the two respondents rather than any active decision on the part of BGCSB.

FINDINGS AND RECOMMENDATIONS

Recommendation No. 1

The Division of Fish and Wildlife Protection (FWP) should emphasize and strictly enforce its policies prohibiting participation in the guiding industry.

In December 1984, then Department of Public Safety Commissioner Sundberg issued a policy prohibiting outside employment as guides for all departmental personnel. In a January 1985 memorandum he wrote in response to a FWP officer, he discussed the reasoning behind the policy. Commissioner Sundberg wrote the officer, who had asked that the policy be reconsidered, that

. . . I am convinced that a conflict of interest exists between guiding and enforcement. . . .

Also, the probability of risk to the officer's career and of embarrassing this agency is increased if we allow our personnel to become engaged in this activity. Public perception can be as harmful as an actual occurrence. A complaint, even if unfounded, could cost the Department thousands of dollars to investigate and create unfavorable publicity. . . .

Your request for reconsideration for outside employment as a guide is denied.

Supervisor. did not support, and even contradicted, policy

Since 1984, the department's policy has not always been consistently enforced. In the past, supervisory management did not believe that guiding was necessarily a conflict with enforcement. Accordingly, there appears to have been little effort to enforce the policy, and it has been reported that supervisors actually encouraged officers to work in the guiding industry.

Although one officer in particular was widely known to work as an assistant guide, his evaluations did not reflect any concerns over this activity and the individual was even promoted from sergeant to lieutenant during this period.

The clearest reflection of this past attitude on the part of supervisory management can be found in the department's response to the 1988 ombudsman investigation (see discussion in inset on the next page). In response to the ombudsman's report involving an officer's guiding activities, the department stated that the individual had not violated departmental policy because he did not receive compensation. In defending this rather narrow perspective involving the interpretation of the policy, the department wrote that:

[Guiding] is not incompatible or in conflict with the proper discharge of official duties. We have assigned other members of this division to assistant guiding activities in a guide's camp to increase their knowledge of, and familiarity with, guiding operations. It actually makes them better in their enforcement work. . . .

In the case at hand [the department does not] think that there has been a violation so [we] have not passed the complaint on to any other authority. Furthermore we have gone beyond what I think is strictly required and prohibited the activity in question just to avoid the appearance of conflict.

In our view, these statements are not consistent with the intent of the original policy. Such a position by a middle-management DPS official is indicative of a past lax attitude by departmental supervisors regarding the policy. By failing to be sure both the spirit as well as the letter of the policy was enforced, the department allowed its investigatory methods and approaches to be called into question. Since its response to the ombudsman in December 1988, the department is beginning to recognize these past practices and attitudes as a problem.

Department recognizes importance of policy

By November 1990, DPS was taking compliance of the policy much more seriously. The department emphatically reprimanded an officer regarding his unpaid guiding activities. While acknowledging that unpaid assistant guiding may comply with the letter of the policy, the department clearly felt that the activities violated its spirit.

Additionally, DPS acknowledged that the requirements of the Executive Branch Ethics Act of 1986 made it clear that no employee may work in a situation that presents a conflict of interest, irrespective of whether or not they are paid for the work. The department acknowledged that the guiding activities caused the very accusations and allegations that the

FWP OFFICER CONTINUED TO GUIDE DESPITE DENIAL

The officer who was denied continued outside employment as a guide by Commissioner Sundberg, continued his guiding activities. According to records filed with the Division of Occupational Licensing, the officer guided during 1985, 1986, and 1987. His file included recommendations from hunters he accompanied in the field and evidence that he intended to apply for, and take, the guide licensing examination to be certified as a guide.

1988 Ombudsman Investigation

In September 1988, the Ombudsman investigated a complaint alleging that the officer involved had violated both departmental policy and Executive Branch Ethics Act prohibitions against outside employment that present a conflict of interest with official duties. In a December 1988 finding the ombudsman made a determination that the complaints lodged against the officer were partially justified.

policy was designed to avoid and was a source of embarrassment to DPS.

The tone and emphasis of this position represented a different attitude, that is consistent with the intent and philosophy behind the department's original policy. The department should reevaluate the current policy within the context of the Executive Branch Ethics Act, and clearly communicate both the letter and spirit of the prohibition on guiding to all affected personnel.

Recommendation No. 2

DPS should conduct an internal review regarding the basis and procedures involved in developing undercover law enforcement actions on guiding and game violations.

According to the director of FWP, most game law violations are detected and prosecuted through the use of undercover police operations. Our review of disciplinary actions taken against guides by the Big Game Commercial Services Board, tend to confirm this observation. Seven of the ten disciplinary actions reviewed used undercover operations to make the original arrest. The director acknowledged that there is a great deal of discretion allowed over who to "target" for an undercover operation. The officer most prominently involved working as an assistant guide was in the position to influence and use his discretion over who would and would not be subject to an undercover operation.

At a minimum, these circumstances give the appearance that this individual could suppress information regarding the activities of licensed guides with which he was associated, while at the same time making decisions to target others who were competitors of his guide associates. We believe it is important that FWP satisfy the guiding public that undercover operations are appropriately directed and are carried out on the basis of sufficient and reliable criteria.

COMPENSATION A KEY PART OF THE STATUTE'S DEFINITION OF GUIDING

It late 1988 it was DPS' position that the officer involved in allegations of guiding did not violate departmental policy because he did not receive compensation. If the officer did not receive compensation, it appears that he may have misled the Division of Occupational Licensing.

On application forms filed with that agency, the officer attested that he was indeed acting as an assistant guide, and submitted written documentation that he guided hunters under the supervision of a licensed guide. The officer also testified in court that he was not paid as an assistant guide.

AS 08.54.240 (3) defines guiding as:

accompanying or directing a hunter in the field, personally or through an assistant, for compensation, while the hunter or the person accompanying or directing the hunter spots, stalks, pursues, tracks, kills, or attempts to kill big game. . .

Under this definition, if the officer did not receive compensation, then it appears that representations made to the Division of Occupational Licensing were inaccurate.

As discussed in the Auditor's Comment section of this report, BGCSB should scrutinize any assistant guiding experience claimed by this individual, in the context of the statutory definition, if in the future he should apply for licensure as a guide.

OMBUDSMAN DISCUSSES POSSIBILITY OF FUTURE BENEFIT

In response to the complainant who initiated his agency's 1988 investigation, the Ombudsman replied that

You allege that the real conflict in [the FWP officer's] work as an assistant guide will not be realized until he retires. You assert upon retirement, [the officer] can and will reactivate his assistant guide time (allegedly acquired improperly while he was employed by the division as a fish and wildlife protection officer) and apply it toward his application for a master guide license.

It is altogether possible that this may happen. It is also possible that it will never happen. We can only know for certain what [the officer] will do when he retires when that time comes. I cannot and will not make a guess about [the officer's] future behavior. I cannot hold a case open for years, waiting for a potential conflict of interest to emerge in the form of [the officer's] application for a master guide license.

If, and when, [the officer] does apply for the master guide license, the use of his assistant guide time will be a factual issue. With your keen interest in [the officer's] activities, it is reasonable to expect you to submit testimony to the [BGCSB] if that event occurs in the future. Today, it is a speculative issue....

With the transmission of this letter, I am closing the complaint. You are free to file a new complaint if and when [the officer] reactivates his assistant guide time in an application for a master guide license. You may also file a written complaint under the auspices of the Executive Ethics Act if you wish to press that issue further.

The Ombudsman's response suggests that the only avenue to resolve the complainant's issues lies in how the licensing board will view the "experience" of the FWP officer, if and when he attempts to use it in applying for his guide license.

AUDITOR'S COMMENTS

Former Commissioner Sundberg warned in 1985 about the dangers of allowing Department of Public Safety personnel to participate in the guiding industry. As cited in Recommendation No. 1, his concerns over embarrassment to the agency, negative public perceptions, and the cost of investigating and dealing with even unfounded complaints all proved to be prophetic.

BGCSB should scrutinize any future guide application

As observed by the Ombudsman, (see inset on the opposite page) the real possible incentive or compensation for the FWP officer-assistant guide, is in the future at the time of his retirement or separation from an FWP.

In our view, the Big Game Commercial Services Board (BGCSB), may offer the best opportunity to provide some equitable, objective resolution of the situation. The board can do this by carefully scrutinizing any assistant guiding experience accumulated while an individual served as an FWP officer.

As discussed in the inset on page 15, accompanying individuals on a guided hunt is not necessarily guiding. The statute requires that an individual receive compensation for guiding a hunter in order for the experience to be relevant to the licensing process. An FWP officer has submitted an application for licensure as a guide, (an application that subsequently has been withdrawn) with documentation substantiating his assistant guiding activities. However, if he was unpaid, as he testified to in court, BGCSB should carefully consider whether or not this experience meets the statutory definition of guiding.

Such scrutiny would nullify any advantage or "indirect" compensation that the FWP officer gained by acting as an assistant guide. Leaving aside the legal discussion of whether uncompensated assistant guiding is qualifying experience in the strictest sense of the law, such scrutiny and consideration would enhance the integrity of the regulatory process.

BGCSB relies in large part on the efforts of FWP to effectively meet its statutory mandate. Any flaw in the integrity of that enforcement effort, either real or perceived, reflects to some degree on the board. By carefully scrutinizing the circumstances and documentation supporting any former FWP officer's application for a guiding license, the board can enhance the integrity of the investigatory efforts of both FWP and itself.

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ISSUES NEEDING FURTHER STUDY

Department of Public Safety (DPS), Fish and Wildlife Protection (FWP) officers have testified in court that decisions regarding investigations and development of possible undercover operations often have been developed from "tips" received through a program known as the Wildlife Safeguard Program.

The Wildlife Safeguard Program encourages the public to phone a toll-free "800" number and report any observations or information they may have about possible game law violations. If these tips are used in the successful prosecution of an individual, then rewards are paid to the hotline informants. The program is run by a private nonprofit organization, and does not receive any direct state funding. DPS does provide support services to the organization such as answering the hotline, selling fund-raising posters, and arranging for the organization to raffle off a hunting permit to raise funds.

As discussed in Recommendation No. 2 in the Findings and Recommendations section, we suggest that DPS reevaluate the criteria it uses to develop undercover operations. In addition, we suggest that the Legislative Budget and Audit Committee may want to consider reviewing the information received over the Wildlife Safeguard hotline and determine if it is being used in a consistent, objective, and unbiased manner.

The conflict of interest discussed at length in this report may be reflected not only in what cases and reported violators that FWP have elected to pursue, but also in the tips and information that may have been ignored. If the agency has received numerous complaints regarding possible violations by a professional guide, the fact that no investigatory action was taken may be significant.

Controls over reward payments may also be possible area of concern

Although state funds are not being directly used, FWP protection officers have, in the past, been involved in passing rewards to informants. Reportedly the rewards are paid in cash, and have been as much as \$2,000. Payouts of these amounts in cash, with the involvement of state employees, provides another possible area or issue that may warrant further study or review.

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**DEPARTMENT OF COMMERCE &
ECONOMIC DEVELOPMENT**

P O BOX D
JUNEAU, ALASKA 99811-0800
PHONE (907) 465-2500

OFFICE OF THE COMMISSIONER

November 21, 1991

RECEIVED
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LEGISLATIVE AUDIT

Mr. Randy Welker
Legislative Auditor
Legislative Budget and Audit Committee
Division of Legislative Audit
P.O. Box W
Juneau, AK 99811

Dear Mr. Welker:

Thank you for the opportunity to review the preliminary audit report regarding consistency of disciplinary penalties of the Big Game Commercial Services Board.

The department concurs with Recommendation No. 1, The Division of Fish and Wildlife Protection (FWP) should emphasize and strictly enforce its policies prohibiting participation in the guiding industry. We believe a state policy should go a step further and include Division of Occupational Licensing staff involved in licensing and investigations of guide-outfitters, as well as Department of Fish and Game employees/biologists who are involved in game management/harvest decisions. During the time period of Commissioner Sundberg's policy on prohibiting outside employment as a guide for FWP employees, the Division of Occupational Licensing requested its employees who were, at the time, licensed as assistant guides, but not employed or associated with any guides, to voluntarily not renew their assistant licenses. This request was made on the basis of possible public perception of impropriety rather than actual complaints. Most recently, it has been brought to our attention that the activities of the Department of Fish and Game employee(s) who are licensed guides and conducting guiding activities may be causing some concern within the guiding industry and public. We believe that employees should be allowed to place their licenses in a suspended status for reactivation at the same level when they leave employment in the job which creates the conflict.

Mr. Randy Welker

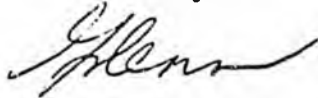
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November 21, 1991

With regard to Recommendation No 2, DPS should conduct an internal review regarding the basis and procedures involved in developing undercover law enforcement actions on guiding and game violations. the department agrees that there should be a system in place which ensures some degree of uniformity and consistency in developing undercover operations.

Again, thank you for this opportunity to comment.

Sincerely,



Glenn A. Olds
Commissioner

GAO/ra037.GAO
112191b

DEPARTMENT OF PUBLIC SAFETY

OFFICE OF THE COMMISSIONER

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JUNEAU, ALASKA 99811-1200
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RECEIVED
DEC - 5 1991

LEGISLATIVE AUDIT

December 5, 1991

Mr. Randy S. Welker
Legislative Auditor
Alaska State Legislature
P. O. Box W
Juneau, AK 99811

Dear Mr. Welker:

Re: Audit No. 08-4402-91

I am writing in response to your letter and preliminary audit report of October 28, 1991. Thank you for the opportunity to review and comment on the preliminary report, and for your courtesy in allowing us an extension of time. My comments are as follows:

Recommendation No. 1: "The Division of Fish and Wildlife Protection (FWP) should emphasize and strictly enforce its policies prohibiting participation in the guiding industry."

I agree, and we are doing just that. Under the Executive Branch Ethics Act, all requests for outside employment (paid or unpaid) must be submitted to and approved by me. I assure you that I will not approve any requests for involvement in the guiding industry while I am Commissioner. F&WP personnel are well aware of this.

Recommendation No. 2: "DPS should conduct an internal review regarding the basis and procedures involved in developing undercover law enforcement actions on guiding and game violations."

I agree, and we are doing this. The FWP Director and his staff are drafting a policy statement for my review. I anticipate that a final policy will be in place by early next year. For your information, since being appointed Commissioner I have reestablished an Office of Planning and Research within the Department. My staff are reviewing all existing DPS policies and procedures and suggesting revisions for my consideration.

Mr. Randy S. Welker
December 5, 1991
Page 2

On page 15 of your report, in the first paragraph under Recommendation No. 2, I suggest the following changes to the present language: "According to the director of FWP, [most game law violations] most serious guiding violations are detected and prosecuted through the use of undercover police operations." I believe this is a more accurate summary of Col. Jordan's comments, in the context in which they were made. Also: "At one time, the officer most prominently involved working as an assistant guide..." This additional language would make it clear that the situation being described is not the current one, but refers to the past.

Other comments: - On page 15 of your preliminary report there is a colored block of text which discusses your office's interpretation of the statutory definition of "guiding" as it relates to licensure requirements. I asked the Alaska Department of Law to review the relevant language, and found that they do not agree with your legal interpretation. In light of this, I do not agree with your conclusion that "if the officer did not receive compensation, then it appears that representations made to the Division of Occupational Licensing were inaccurate." I have attached a copy of the memorandum which we received from the Department of Law on this issue.

On page 19 of your report, you suggest that the Legislative Budget and Audit Committee may want to consider reviewing the information received over the Wildlife Safeguard hotline. We certainly have no objection to such a review, and we are confident that information received over the hotline is being handled appropriately, with no bias or special interests involved.

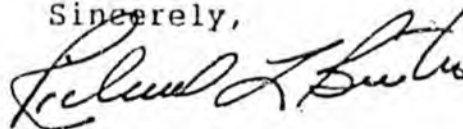
Regarding your comments on controls over reward payments, we would welcome suggestions about the best way to get rewards to informants, while still protecting confidentiality. As you undoubtedly know, no rewards are paid out unless authorized by the Safeguard Boards, which are made up entirely of volunteer private citizens. Contrary to the impression left by your report, the majority of rewards are paid by check. If the informant insists upon anonymity, however, obviously a check cannot be issued. On those occasions when cash must be used, Wildlife Safeguard considers using commissioned officers to deliver it as the safest procedure. The one \$2,000 payment to which you refer was delivered personally to the informant

Mr. Randy S. Welker
December 5, 1991
Page 3

by the Director of FWP. If you can think of a safer or more reliable way to handle these payouts to sources who wish to remain anonymous, please let us know.

Thanks again for the opportunity to comment on your preliminary report. I would be glad to discuss my responses with you further, if you would like.

Sincerely,



Richard L. Burton
Commissioner

Attachment

MEMORANDUM

State of Alaska
Department of Law

Gayle Horetski
Deputy Commissioner
Department of Public Safety

DATE December 4, 1991
FILE NO 663-92-0271
TEL NO 465-3428
SUBJECT Assistant guiding under
former AS 08.54.110

FROM

Dean J. Guaneli *DJG*
Assistant Attorney General
Criminal Division Central Office

This is in response to your request for our opinion whether one of the qualifications for becoming a registered guide, under former AS 08.54.110 (repealed in 1989), was that a person have received compensation for acting as an assistant guide. After reviewing the applicable statutes, it is my opinion that, prior to July 1, 1986, it was not necessary to have received compensation in order to have accumulated the necessary level of experience as an assistant guide to become a registered guide, and that after that date a person would not have been acting unreasonably in coming to that same conclusion.

The genesis of your question is an ombudsman's draft report which concludes that to have "performed the services of an assistant guide" under former AS 08.54.110 meant "being employed by a registered guide."¹ The draft report therefore proposes to find that a departmental employee "improperly made conflicting statements" by saying he was qualified to be a registered guide, while at the same time asserting that he had not received compensation for being an assistant guide. For the reasons set out in this memorandum, the ombudsman's conclusion is incorrect.²

Prior to 1989, in order to have been qualified to become a registered guide, a person must have previously "performed the services of an assistant guide." Former AS 08.54.110(a)(7) (prior to 1986 numbered AS 08.54.110(a)(8)). There was no definition of

¹ A preliminary audit report by the Legislative Budget and Audit Committee reviewed an earlier version of the ombudsman's report and came to the same conclusion. Neither the ombudsman's report nor the auditor's report contains any detailed analysis of the statutes involved.

² There also exists an opinion, written by a private attorney representing the subject of the ombudsman's report, concluding that the ombudsman is incorrect. While I have agreed as a general matter with the private attorney's conclusion, I disagree with his analysis and reasoning.

the phrase "performed the services of an assistant guide," although the verbs "guide" and "guiding" were defined in former AS 08.54.240 to include the requirement of compensation.

Under this definition, if you were assisting or directing a hunter in the field for compensation you were "guiding."³ This definition appears, however, to have been inclusive, rather than exclusive, that is, it established that anyone assisting hunters for compensation had to be licensed as a guide, rather than establishing that one who did not receive compensation could not be considered to have performed as a guide.⁴

This definition does not, therefore, answer the question of whether a person must have accepted compensation to have been acting as an assistant guide for purposes of qualifying to become a registered guide. To answer that question, other statutes must be analyzed.

Former AS 08.54.130 required that a "class-A assistant guide" be "under the supervision" of a registered or master guide. There was no requirement of compensation, nor was there a requirement of an employment relationship. Perhaps it was an oversight, but there was no similar requirement that non-class-A assistant guides be supervised by a registered guide, much less employed or compensated. Former AS 08.54.140. In addition, prior to July 1, 1986, AS 08.54.210(a)(6) made it unlawful for a registered or master guide "to employ or supervise" more than three assistant guides at the same time, thus indicating a difference between the concepts of employment and supervision. (Emphasis added.) Again, there was no requirement of compensation.

Moreover, in former AS 08.54.110(a) the legislature used the phrase "performed the services of an assistant guide," rather than the simpler phrase "employed as an assistant guide." The obvious purpose of AS 08.54.110(a) was to assure that, before someone became a registered guide, he had obtained sufficient experience as an assistant guide. There is no indication the legislature intended to require that an assistant guide have accepted compensation.

Based on this statutory scheme, prior to July 1, 1986, a person could have "performed the services of an assistant guide" under former AS 08.54.110, and have been qualified to become a registered guide, without having accepted compensation.

³ The definition of "guiding" changed somewhat in 1986, but that change does not affect this opinion. Sec. 23, ch. 71, SLA 1986.

⁴ The definition of "guide" was used to determine whether a person had committed the offense of "guiding without a license". Former AS 08.54.210.

July 1, 1986, was the effective date of amendments to some of the statutes in AS 08.54. Ch. 71, SLA 1986. In particular, former AS 08.54.210 was amended to make it unlawful for an assistant guide to be along on a guided hunt "except while employed and supervised by a registered or master guide." Former AS 08.54.210(a)(8). (Emphasis added.) Despite this new statute which seemingly required that assistant guides be both employed and supervised by a registered or master guide, there was no change made to former AS 08.54.130, which required class-A assistant guides merely to be under the "supervision" of a licensed guide, with no requirement of either "employment" or "compensation." There was, however, a new statute enacted that required non-class-A assistant guides to be employed and supervised by a registered guide. Former AS 08.54.141.

This ambiguity is difficult to resolve, however a definitive resolution is not necessary. In my opinion, even after July 1, 1986, a reasonable person could have concluded that a person "performed the services of an assistant guide" under former AS 08.54.110, and was qualified to become a registered guide, without having accepted compensation.

Even if there was a requirement of both employment and supervision, the statutes made no mention of "compensation" for assistant guides. The ombudsman's draft report seems to refer to employment and compensation interchangeably, but it appears that in AS 08.54 the legislature treated them differently and recognized three types of master-servant relationships: "supervision," "employment," and "compensation."

Before 1986, the definition of "guide" in AS 08.54.240 included the concept of "monetary or material remuneration." In 1986 that definition was modified to refer to "compensation or with the intent to receive compensation." Neither version of the definition referred to "employment." If the legislature had simply intended to refer to the concept of being "employed," it could have more easily done so than using the complicated phrases necessary to convey the concept of money changing hands.

It is not necessary at this point to try to fully explain the differences between "supervision," "employment," and "compensation." Suffice to say that, even after July 1, 1986, a person, who had waived payment or received only transportation and food while acting as an