

RESOLUTION NO. 77-1-JB

ALASKA BOARD OF FISHERIES AND BOARD OF GAME

Resolution of the Board of Fisheries and Board of Game relating to the establishment of an administrative staff for the boards.

WHEREAS, the Board of Fisheries and Board of Game considered the subject of an administrative staff for the boards during the joint Board Meeting on April 1 and 2, 1977; and

WHEREAS, the determination of the boards is to approve the concept of a single administrative staff under the direction of the chairman of the Board of Fisheries and the chairman of the Board of Game with administrative support of the commissioner of the Department of Fish and Game; and

WHEREAS, the boards have agreed that the staff should consist of an Executive Director at pay grade 24, an Assistant Director and a Secretary, all of whom should be classified as partially exempt; and

WHEREAS, it is the consensus of the boards that the Executive Director will be promptly selected so that the remainder of the program can be developed and implemented; and

WHEREAS, the goals of the board staff concept would include but not be limited to the following:

1. establishment of a method by means of which the boards will have a greater ability to advise and assist the department in long-range planning activities, in-season resource management problems and budget preparation,
2. development of equitable board policies with regard to allocation of resources among user groups,
3. increased public input to the boards by means of the Advisory Committee program, and
4. development of methods to streamline the boards' consideration of regulatory proposals and public comment, and

WHEREAS, adequate FY 77 board funding exists for the creation of the board staff, but that increased funding will be necessary in FY 78;

NOW THEREFORE BE IT RESOLVED by the Board of Fisheries and Board of Game in Joint Session, that an administrative staff consisting of three positions be established by the Governor by administrative means rather than by law, and that the attached Class Specification for the partially exempt position of Executive Director for the Board of Fisheries and Board of Game be approved, and

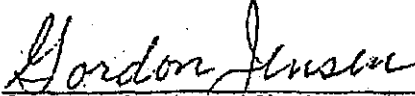
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BE IT FURTHER RESOLVED that the Boards respectfully request the Legislature to cooperate with the Administration in order to assure that sufficient funds are provided in the FY 78 Budget so that the staff concept can be fully implemented in a timely manner, and

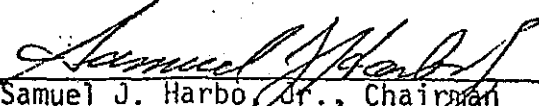
BE IT FURTHER RESOLVED that copies of this Resolution be promptly transmitted to the Governor, the President of the Senate, the Speaker of the House and to the Chairmen of the Senate and House Finance Committees.

Adopted:
Board of Fisheries
April 2, 1977; 5/0


Gordon Jensen, Chairman
Alaska Board of Fisheries

by
JJB

Adopted:
Board of Game
April 4, 1977; 6/1


Samuel J. Harbo Jr., Chairman
Alaska Board of Game

Class Specification attached

CLASS SPECIFICATION

TITLE: EXECUTIVE DIRECTOR FOR BOARD OF FISHERIES AND BOARD OF GAME

DEFINITION: Under the direction of the chairmen of the Board of Fisheries and the Board of Game and with the administrative support of the commissioner of the Department of Fish and Game, this position is responsible to the boards for developing and administering a program designed to enhance and contribute to the boards' ability to fulfill their mandated responsibilities and functions in a superior manner.

EXAMPLES OF DUTIES:

1. Responsible for performing liaison functions between the boards, the Department of Fish and Game, advisory committees and other interested persons through timely and regular contacts that promote an adequate flow of information between such parties.
2. Serves the boards by assisting in the execution of specific assigned tasks related to the boards' interests. Such duties may involve the development of data and information relating to resource management, utilization, allocation, public relations or other matters.
3. Has the principle responsibility for promoting the efficient functioning of the advisory committee system.
4. In cooperation with the boards and the commissioner of the Department of Fish and Game, is responsible for preparing budgets and monitoring the expenditure of funds used in support of board activities.
5. Performs administrative duties unique to operations of the boards including the conduct of public hearings, publication of notices and dissemination of other information as directed by the boards.
6. Hire, train, supervise and evaluate additional staff members that serve and support his office.