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Alaska Board of Game
Alaska Board of Fisheries

Resources
MORE INFO
www.boards.adfg.state.ak.us/
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As we go into the new meeting cycle, committees are reminded about the changes by the Joint Board in October 2013 which were also highlighted in the spring newsletter.

AC Training Up and Running

Don’t forget Boards Support has advisory committee training courses to offer!

Following the 2013 Joint Board meeting, Boards Support created six AC training modules including:

• Running Effective AC Meetings
• How to Communicate Effectively at Board Meetings
• What has the Most Impact from a Board Member’s Perspective?

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If you are interested in setting aside time at your next AC meeting to run through the course, please ask your chair to work with your regional coordinator on scheduling a time.

Advisory Committee Member Recognition

The Boards of Game and Fisheries, and the Department of Fish & Game are pleased to introduce the Advisory Committee (AC) Recognition Program. For decades, AC members have worked tirelessly in defense of Alaska’s fish and game resources. Some members have served over that entire time. The program will include two categories of recognition: longevity and excellence in service. Longevity awards recognize AC members who serve six years on their local committee (years do not need to be consecutive). Excellence in service awards are for outstanding achievements based on nominations by AC members, department staff, or Board of Game and Fish- eries members, and are limited to five awards each year.

Enclosed in this newsletter is a nomination form. Boards Support Section will review records to identify all current and former members who are eligible to receive a longevity award. If you know of members who have served six or more years in the local AC please forward their names to us via the nomination form. Boards Support is also accepting nominations for excellence in service awards. For a full description of the program please visit our website at www.adfg.alaska.gov/index.cfm?adfg=process.acrecognition.

Nominations will be accept- ed through November 30, with final selection expected by January 2015.

Important Standards for Advisory Committee Meetings

Public Notices for AC Meetings:

Advisory committees are required by statute (Open Meetings Act) to publicly notice their meetings, including subcommittee meetings. Boards Support recommends ACs provide at least seven to ten days of advance notice for regular meetings and 14 days in advance of election meetings. This statute requires the meeting notices be posted on the state’s Online Public Notice System. This online system feeds coaching and AC webpages that were implemented last winter and which are proving to be a useful tool for AC information. Check it out at www.adfg.alaska.gov/index.cfm?adfg=process.acregion.

Please work with your regional coordinator to ensure the statutory notice requirements are fulfilled. Otherwise AC comments could be considered invalid.

Representations at Board Meetings:

If you are selected to represent your AC at a BOF or BOG meeting, you will be expected to attend the meeting each day, testify on behalf of your AC, and attend committee business sessions. If you have any further questions about responsibilities at board meetings, or need assistance preparing for meetings, please ask your regional coordinator.

BOC or BOF
Number
in Favor
Number
Oppose
Proposal
Number
Proposal
Description
BOC 371 Remove the slip net size restrictions for the Yukon Area districts 1,3 commercial salmon fisheries. Yes 1 The FGC did not support this.

BOC 372 Define and allow use of ‘leed’ for commercial fish haul gates. Oppose 15 23

BOF 373 Remove the exception for adaielking salmon to be taken, but not retained, in the Yukon Anchorage 1,3 dip net and beach seine commercial salmon fisheries. Members felt that these should be retention of kings and that there would be too much potential for abuse. Support 12 3

BOF 377 Enable non-member guardian� to be a new legal gear for the Yukon Area districts 1-3 commercial salmon fisheries. General opposition to this item on the grounds that it is too fish-killing to make kings unmolted, that modification is too drastic to the fish, and that the methodology of this proposal getting included did not comply with agenda change request standards. Oppose 13 0

Advisory Committee Proposal Recommendations

The meeting minutes template includes a table for recording votes and AC comments on proposals. The use of this template is mandatory.

A quorum is required for a vote to make a recommenda-
tion of support or opposition on proposals. Motions must be made “in the affirmative.” In other words, a vote to support the Board’s approval of a proposal. Members who oppose the proposal vote “no.” This avoids any confusion when recommendations are sent to the Boards.

Normally, a majority vote of members present in favor of the proposal is required for the proposal to go on record to the Board in support of that proposal. In case of a tie vote, the AC will be considered “neutral” on the proposal.

Abstentions occur when mem- bers choose not to vote, or abstain from voting on an issue for various reasons. When this occurs, determining the final action of the advisory com- mittee can be confusing.

To help ADFG process AC members’ payment and reimbursements, we put together our list of top ten things to keep in mind when traveling:

1. Keep your regional coordinator in the loop (and everything will go much better).

2. The state will only reimburse on a minimum fare travel. If you change travel plans for personal reasons and that leads to higher costs, you will not be reimbursed for the additional costs.

3. Submit all original receipts to your regional coordinator, including boarding passes, taxis and hotel invoices. The state will not reimburse some costs like tips for restaurants and lax fare.

4. Communicate all travel changes you encounter to your regional coordinator and submit your boarding passes.

5. Please make record for your regional coordinator of actual flight times. State will only reimburse on a minimum fare travel. If they cannot determine when travel started and stopped.

6. Travel is for business purposes. If you intend to combine personal travel and/or other activities with business, make sure you contact your regional coordinator for information on these policies before traveling.

7. To receive travel funding, AC members must sign in and participate each day during the meeting.

8. The allowance for meals and incidental expenses (M&IE) is $60.00/day, when travelling 12 hours or longer. This amount is prorated for days of departure and return ($12 for breakfast, $16 for lunch, and $32 for dinner). Keep in mind this is based on a single loop (and everything will go much better).

9. The state provides travel advances of up to 80% of the daily $60.00 M&IE rate. Your Regional Coordinator can provide you the advance directly, or if they are not available another Boards Support staff will try to assist you.

10.Professional conduct is expected when traveling on state funds as a representative of your AC and community.
Reminder of Joint Board Changes to AC Minutes

As we go into the new meeting cycle, committee members are reminded about the changes by the Joint Board in October 2013 which were also highlighted in the spring newsletter.

1. A standard format for recording meetings and proposal recommendations was adopted by the board. An example of the format is shown below. The templates have been updated for both the 2014/2015 proposals, and will be provided to ACs by the Regional Coordinators.

2. Meeting recommendations/minutes must be sent to Boards Support no later than 30 days after the AC meeting. Previous regulation required submission within three weeks after an AC meeting. Please work with your regional coordinators to ensure submission to the boards. As part of the revised AC website, meeting minutes will be uploaded by regional coordinators once they are received.

3. The boards now reserve the right to require AC recommendations to be made available prior to an AC Chair or designee being allowed to represent the AC at a board meeting. Previously, the regulation required submission of minutes. While this provides flexibility, both boards intend to require recommendations to the extent practicable.

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7. To receive travel funding, AC members must sign in and participate each day during the meeting.
8. The allowance for meals and incidental expenses (ME) is $60.00/day when travelling 12 hours or longer. This amount is prorated for days of departure and return. It includes $8.00/day for lodging and $32 for dinner. Keep in mind this is the state’s maximum food allowance where tips and other miscellaneous costs come from. It is not just for food.
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Please take a moment to review the articles in this Fall 2014 newsletter. A few to bring to your attention are the new Advisory Committee Recognition Program, the Board of Game’s review of moving to a three-year meeting cycle, and the Joint Board’s new AC minutes format.

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Boards Support Section staff looks forward to working with the advisory committees this coming meeting cycle. We are pleased to announce the hiring of Holly Carroll for the Western Region and Taryn O’Connor-Brito for the Southwest Region.

Alaska Department of Fish and Game
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Carmen Daggett
907-442-1717
carmen.daggett@alaska.gov

Interior Region
Nissa Pilcher
907-267-7263
nissa.pilcher@alaska.gov

Western Region
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Southwest Region
Taryn O’Connor-Brito
907-942-5142

Southcentral Region
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907-267-7292
sherry.wright@alaska.gov

Southern Southeast Region
Robert Pearson
907-465-6097
robert.peason@alaska.gov

Northern Southeast Region
Frances Leach
907-465-4046
frances.leach@alaska.gov

AC Proposal Recommendations P.1
Meeting Minutes P.2
Training Courses P.2
Travel Tips P.3
Member Recognition Program P.3
Meeting Standards P.3
Board of Game Meeting Cycle P.4

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