

# MEMORANDUM

# STATE OF ALASKA

## DEPARTMENT OF FISH AND GAME

Boards Support Section

TO: Board of Fisheries & Board of  
Game Joint Committee

DATE: December 16, 2022

THRU:

PHONE: 907-465-6098

FROM: Kristy Tibbles, Executive Director  
Alaska Board of Game

SUBJECT: Planning for a Joint Board  
Regulatory Meeting

Art Nelson, Executive Director  
Alaska Board of Fisheries

Lisa Olson, Deputy Director  
ADF&G Subsistence Section

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This memo provides background information for the December 20, 2022 Board of Fisheries and Game Joint Committee meeting on the topic of scheduling a Joint Board of Fisheries and Game (Joint Board) regulatory meeting. It includes Joint Board statutory and regulatory authorities including statutory provisions related to the establishment of nonsubsistence areas; dates and topics of past Joint Board meetings; the process for issuing the Call for Proposals; and the timeline and budget for holding a Joint Board meeting.

The timeline for the next Joint Board meeting is slated for 2024, based on action at the March 2019 meeting when the Joint Board agreed to schedule regulatory meetings approximately every five years to consider regulations related to advisory committees and those dealing with the process for adopting regulations, and every ten years to consider regulations dealing with subsistence uses and nonsubsistence areas.

As the committee discusses the planning and timeline for scheduling a Joint Board meeting, it is important to point out that conducting a Joint Board regulatory meeting is a large undertaking for the boards, advisory committees, and the Department of Fish and Game (department). Joint Board meetings require a significant workload for the ADF&G Subsistence Section to address nonsubsistence area proposals since it requires compilation and analysis of considerable socioeconomic information for the boards' consideration. The workload for Boards Support staff is also significantly increased with the preparations as well as developing and presenting department comments for proposals dealing with changes to the advisory committee process. Having a Joint Board meeting also incurs a significant cost for the department.

## **Review of Joint Board Statute and Regulatory Authorities**

Alaska Statute provides the Joint Board with the following authorities:

- **AS 16.05.258. Subsistence use and allocation of fish and game.** This statute calls for both boards to identify nonsubsistence areas.
- **AS 16.05.260. Advisory committees.** Both boards are called on to establish local fish and game advisory committees and determine emergency closure authorities.
- **AS 16.05.315. Joint Board meetings.** This statute defines how and why Joint Board meetings are called.
- **AS 44.39.030. Appointment of commissioner.** This statute requires both boards “in a joint session” to provide the Governor with a list of qualified persons to serve as Commissioner of the Alaska Department of Fish and Game.

Based on these statutory authorities above, the Joint Board has established the following regulations related to fish and game management.

- **5 AAC Chapter 96. Local Fish and Game Advisory Committees and Adoption of Fish and Game Regulations.**
- **5 AAC Chapter 97. Advisory Committee Closures.**
- **5 AAC Chapter 99. Subsistence Uses.**

The complete list of the regulatory topics is provided on page 8.

## **Nonsubsistence Areas Authority and History**

Under AS 16.05.258(c), the Joint Board is charged with identifying nonsubsistence areas, where “dependence upon subsistence is not a principal characteristic of the economy, culture, and way of life” by considering 12 socioeconomic characteristics of the areas.

The 12 characteristics in AS 16.05.258(c) are:

1. The social and economic structure.
2. The stability of the economy.
3. The extent and the kinds of employment for wages, including full-time, part-time, temporary, and seasonal employment.
4. The amount and distribution of cash income among those domiciled in the area or community.
5. The cost and availability of goods and services to those domiciled in the area or community.
6. The variety of fish and game species used by those domiciled in the area or community.
7. The seasonal cycle of economic activity.
8. The percentage of those domiciled in the area or community participating in hunting and fishing activities or using wild fish and game.
9. The harvest levels of fish and game by those domiciled in the area or community.

10. The cultural, social, and economic values associated with the taking and use of fish and game.
11. The geographic locations where those domiciled in the area or community hunt and fish.
12. The extent of sharing and exchange of fish and game by those domiciled in the area or community.

The 12 criteria add a layer of complexity to the regulatory process for modifying nonsubsistence areas, unlike other proposals. The following information is provided to help the committee better understand the complexities.

The Joint Board established the current nonsubsistence areas during two multi-day meetings in 1992 and 1993, following the passage of the current state subsistence law. ADF&G prepared a detailed report addressing each of the 12 socioeconomic characteristics for each area (this is now [Technical Paper 335](#) in the Division of Subsistence Technical Paper Series). The Joint Board also adopted detailed findings for each area (which appear as Appendix C in [Technical Paper 386](#)).

It wasn't until October 2007 that the Joint Board issued a call for proposals to address potential changes to nonsubsistence areas since their establishment. Two proposals were received: Proposal 37 to modify the boundary of the Juneau Nonsubsistence Area, and Proposal 38 to add portions of Game Management Units 13 (Copper Basin) and 20 to nonsubsistence areas. Again, ADF&G prepared a detailed report with summaries of available data relevant to the proposed changes (Division of Subsistence [Technical Paper 336](#)) for the four-day Joint Board meeting in October 2007. In comments on the two proposals, the Department of Law advised:

Similar to past advice we've given on proposals to modify Customary and Traditional Determinations, the Joint Boards should carefully consider proposals to modify Nonsubsistence Area regulations. The current Nonsubsistence Area regulations are presumed to be legally valid. They were based on an extensive administrative record, and reviewed and approved by the Department of Law. We recommend that, in considering the current proposals, the Joint Board concentrate on any new information that has been developed since the adoption of the current regulations in 1993.

Primarily because the Joint Board determined that there had been no new information provided that demonstrated any significant changes relevant to the 12 factors, the Joint Board declined to adopt both proposals and made no changes to nonsubsistence area boundaries.

The most recent Joint Board review of nonsubsistence areas took place during a five-day meeting in October 2013. The Joint Board issued a call for proposals to address nonsubsistence areas in 2012. Four proposals were received. Proposal 38 proposed elimination of all the existing nonsubsistence areas. Two proposals targeted specific communities for nonsubsistence area status: Kodiak (Proposal 40) and Bethel (Proposal 41). The fourth proposal (39) addressed the boundaries of the Fairbanks Nonsubsistence Area. As noted by Department of Law and ADF&G comments, none of these proposals provided any evidence relevant to the 12 factors; as in 2007, the Department of Law advised against changes to nonsubsistence area boundaries absent any "information supporting such a reevaluation." ADF&G updated the extensive data cited in the findings from the 1992/1993 Joint Board meetings in a detailed report (Division of Subsistence [Technical Paper 386](#)). After several days of public testimony, an oral staff report, and deliberations, the Joint Board (as in 2007) chose to make no changes to nonsubsistence areas. This

was, again, primarily because the available data did not justify any significant changes since the areas were established in 1992 and 1993.

### Relevant Data Sources

A primary source for information on many of the characteristics is the federal decennial census. Data from the 2010 Census were used extensively in the 2013 Joint Board report and deliberations. Data from the 2020 Census were released in 2021 and are [available online](#).

The federal Census Bureau’s American Community Survey (ACS) is another major source of demographic and economic data. The ACS reports data at the community level only by five-year running averages, rather than a series of single year updates. Therefore, it is uncertain if significant change from values reviewed by the Joint Board in 2013 will be measurably noticeable for most of the 12 socioeconomic characteristics at a community level.

### Joint Board Regulatory Meetings, 1985 to Present

The following list provides a history of Joint Board regulatory meetings since 1985 from the best available information on record. In the absence of having a regular meeting schedule in place, Joint Board regulatory meetings have generally occurred every six to nine years since the late 1990s. Since the 2000s, there have been three Joint Board regulatory meetings for which a Call for Proposals was issued. Those three meetings involved similar numbers of proposals and duration, although the 2019 meeting was originally scheduled for five days but concluded business on the third day. The March 2019 meeting did not address regulations related to subsistence uses and nonsubsistence areas under 5 AAC Chapter 99, unlike the meetings in 2007 and 2013.

Date	Location	Topics
March 21–23,* 2019	Anchorage	Forty proposals on AC regulations and board process; 22 were adopted, primarily clarifying and updating AC uniform rules of operation and board process including the joint board petition policy; membership for three ACs was also adjusted. Regulations related to subsistence uses and non-subsistence Areas were not on the Call for Proposals.
<i>*Originally scheduled to conclude March 25.</i>		
October 12–16, 2013	Anchorage	Forty-one proposals primarily on AC regulations; four regarding nonsubsistence areas. Fourteen proposals were adopted; twelve related to the ACs; one proposal to repeal regional councils; and one related to subsistence procedures. Three new ACs were created, two of which resulted from the splitting of an existing AC.
October 5–8, 2007	Anchorage	Thirty-nine proposals primarily on AC regulations and two on nonsubsistence areas. Four proposals were adopted. Two new ACs were created and two were merged into one.

March 21, 2006	Anchorage	One proposal to modify AC member qualifications. The proposal was amended and deferred to the next Joint Board meeting.
Feb. 27–March 1, 1998	Anchorage	Twenty-four proposals related to AC regulations, board process, and one proposal for a Bristol Bay Reserve. Seven proposals adopted, all related to ACs. Two new ACs were created.
April 3–5, 1997	Anchorage	Initial action on 23 proposals on AC regulations and additional proposals, including Bristol Bay Reserve.
March 6-8, 1993	Juneau	Nonsubsistence area revisions, three AC proposals, and one regarding the Kachemak Bay Management Plan.
November 1-7, 1992	Anchorage	Nonsubsistence Area determinations, eight criteria (5 AAC Chapter 99)
October 27–28, 1992	Anchorage	Four proposals on AC regulations.
February 23–25, 1991	Juneau	Twenty-six proposals on AC regulations, process for adopting regulations, and subsistence procedures.
March 12–14, 1990	Anchorage	Thirty-eight proposals on AC regulations and one to adopt a subsistence proposal policy.
April 24–26, 1989	Anchorage	Fourteen proposals on AC regulations.
March 1985	Anchorage	Twenty-two proposals on AC regulations and one to adopt a Joint Board Petition Policy.

*Note: This table provides Joint Board meetings from the best available information on record.*

### **Scope of the Meeting and Call for Proposals**

Based on the decision by the Joint Board in March 2019 to establish a five-year schedule to address regulations under 5 AAC Chapters 96 and 97, and a ten-year schedule to address regulations under Chapter 99, all three chapters are expected to be on the Call for Proposals (call) for the next Joint Board meeting.

In developing the call, ADF&G recommends no limitations for the regulations under 5 AAC Chapters 96 and 97. However, with regards to proposals related to nonsubsistence areas, the committee may want to consider options for tailoring the call to require that proposals address the 12 criteria in AS 16.05.258(c) that identify the nonsubsistence areas.

The approach utilized for the October 2007 meeting, was a two-step process, whereby proposals related to nonsubsistence areas would be vetted by the Joint Board during the October 2007 meeting,

with the intent to schedule them to a future meeting for further public review and department analysis.

If the committee explores alternatives for the call related to nonsubsistence areas similar to the one utilized for the October 2007 meeting, an option is to ask proposal submissions to address some of the 12 criteria in AS 16.05.258(c) that identify the nonsubsistence areas. This would help inform submitters of the statutory requirements for changing nonsubsistence areas, and prompt submitters to explain why they believe a change is warranted.

Another option is to tailor the call to require the submitter to address the 12 criteria in AS 16.05.258(c) that identify the nonsubsistence areas and utilize a vetting process. This option would necessitate two further process considerations: 1) what information related to the 12 criteria is expected to be provided in the proposal, and 2) a review process to determine if a proposal meets the call. As an example, the boards could require proposals to provide information on at least 4 of the 12 criteria and reconvene the joint committee to assess the proposals that do not meet the call. From this assessment, forward the committee findings for those not meeting the call as consent agenda items for each board's consideration at their earliest meetings in the next cycle. During each board's review, any board member may request a proposal be returned to the Joint Board for full consideration at the scheduled meeting.

Enclosed with this memo is the call for the 2007 meeting which requested proposals to: "identify any significant new information available that the Joint Board did not have available in 1992 when it made the determinations or identify if the board made any errors in its previous decision" and that "proposals should also reference the 12 socioeconomic characteristics specified in AS 16.05.258(c)." Also enclosed is the call from the 2013 meeting which did require new information related to AS 16.05.258(c).

### **Joint Board Meeting Budget**

The cost of the March 2019 Joint Board meeting for the Boards Support program was approximately \$63,000. As mentioned previously, this was a three-day meeting in Anchorage, originally scheduled for five days. It was held immediately following the 2019 Southcentral Region Board of Game (BOG) meeting as an effort to reduce travel-related expenses. The primary expenses to Boards Support for that meeting were for the venue rental, travel and honorarium for 12 board members (two were absent), travel expenses for eight Boards Support staff, and the travel expenses for nine advisory committee members.

The cost of the five-day meeting in October 2013 was approximately \$100,000; it was held in conjunction with annual Work Sessions for each board. This amount covered the same expenses as in 2019; however, the number of AC representatives in travel status was approximately 19.

Boards Support anticipates the cost of a Joint Board meeting in 2024 will be similar to the October 2013 meeting given that the Joint Board is expected to consider changes to all regulations (5 AAC Chapters 96, 97 and 99), for which five days will be necessary for the joint board to conduct its business. In anticipation of a Joint Board meeting being scheduled in Fiscal Year 2024, the department has requested a one-time funding increment for \$75,000 which will need to go through the legislative budget approval process.

**Timing for a Joint Board Meeting:**

During the 2023/2024 meeting cycle, the Board of Fisheries (BOF) will hold a 13-day meeting in Anchorage, February 23–March 7, 2024, to address Upper Cook Inlet Finfish. The BOG is expected to meet approximately eight days in March 2024 to consider regulatory changes for the Interior and Northeast Arctic Region. The meeting dates have not been set yet, but from past cycles, it is expected to occur within the first two weeks of March, located in Fairbanks.

In October 2024, the BOF is scheduled to hold its annual Work Session in Anchorage, October 29–30. The BOG does not typically meet in-person during this month.

In consideration of the boards' meeting schedules for March 2024, it would be possible to schedule a Joint Board meeting in mid to late March 2024, following the conclusion of the BOG meeting. If it's determined that having a Joint Board meeting in March 2024 is too intense with the regularly scheduled board meetings, another option may be to schedule the joint meeting for October 2024 prior to the BOF Work Session, similar to timing of the 2013 Joint Board meeting.

**Process for Calling a Joint Board Meeting**

Alaska Statute 16.05.315 establishes the process for calling a Joint Board meeting. The boards may hold a joint meeting upon the call of the commissioner or a board. Following the joint committee meeting, both boards are scheduled to meet in January 2023, at which time a committee report and recommendation can be provided for each board's consideration at these meetings.

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## JOINT BOARD REGULATORY AUTHORITIES

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### **5 AAC Chapter 96 – Local Fish and Game Advisory Committees and Adoption of Fish and Game Regulations**

- Article 1: Local Fish and Game Advisory Committee Regulations
  - Section 010. Establishment of local fish and game advisory committee system.
  - Section 020. Creation of local fish and game advisory committees.
  - Section 021. Establishment of advisory committees.
  - Section 040. Qualifications for members.
  - Section 050. Functions of local fish and game advisory committees.
  - Section 060. Uniform rules of operation.
- Article 2: Regional Fish and Game Councils – REPEALED
- Article 3: Administration of Local Fish and Game Advisory Committees
  - Section 440. Board assistance
  - Section 450. Committee status and change of status.
  - Section 460. Attendance at meetings.
- Article 4: Administration of Regional Fish and Game Councils - REPEALED
- Article 5: Adoption of Fish and Game Regulations
  - 600. Meetings
  - 610. Procedures of developing fish and game regulations.
  - 615. Subsistence proposal policy
  - 625. Joint board petition policy
  - 630. Special meetings
  - 640. Regular meetings
  - 650. Compliance
- Article 6: General Provisions
  - 910. Definitions.

### **Chapter 97 – Advisory Committee Closures**

- Article 1: Areas of Jurisdiction
  - Section 005. Areas of jurisdiction for advisory committees
- Article 2: Emergency Closures
  - Section 010. Advisory committee emergency closures

### **Chapter 99 – Subsistence Uses**

- Section 010. Boards of Fisheries and game subsistence procedures
- Section 015. Joint board nonsubsistence areas.
- Section 016. Activities permitted in a nonsubsistence area.
- Section 021. Definitions

*Note: Two sections under Chapter 99 are specific to one board: 92.005. Board of Fisheries subsistence finding standards, and 92.025. Customary and traditional uses of game populations.*

**CALL FOR PROPOSALS**  
**Joint Board of Fisheries and Game**

**THE JOINT BOARD OF FISHERIES AND GAME CALLS FOR PROPOSED  
CHANGES TO REGULATIONS FOR LOCAL FISH AND GAME ADVISORY  
COMMITTEES, ADVISORY COMMITTEE CLOSURES, AND SUBSISTENCE USES.**

**PROPOSAL DEADLINE - 5:00 p.m. Friday, November 30, 2012.**

The Joint Board of Fisheries and Game is accepting proposed changes to regulations pertaining to local fish and game advisory committees and subsistence uses to be considered at a regulatory meeting scheduled for October 2013. The following regulations of Title 5, under the Alaska Administrative Code, will be considered:

- **Chapter 96 – Local Fish and Game Advisory Committees and Regional Fish and Game Councils**
  - Article 1: Advisory Committee Regulations
  - Article 2: Regional Fish and Game Councils\*
  - Article 3: Administration of Local Fish and Game Advisory Committees
  - Article 4: Administration of Regional Fish and Game Committees\*
  - Article 5: Adoption of Fish and Game Regulations

*\*Regional Advisory Councils have not been active; their function will be discussed at the Joint Board Meeting.*
  
- **Chapter 97 – Advisory Committee Closures**
  - Article 1: Areas of Jurisdiction
  - Article 2: Advisory Committee Emergency Closures
  
- **Chapter 99 – Subsistence Uses**
  - Section 10: Boards of Fisheries and Game subsistence procedures
  - Section 15: Joint Board nonsubsistence area
  - Section 21: Definition

**Proposals must be submitted by mail, fax, or online:**

**Mail:** Alaska Department of Fish and Game, Boards Support Section  
PO Box 115526  
Juneau, AK 99811-5526

**Fax:** (907) 465-6094

**Online:** [www.adfg.alaska.gov/index.cfm?adfg=process.jbforms](http://www.adfg.alaska.gov/index.cfm?adfg=process.jbforms)

Proposals must be received by **5:00 p.m. Friday, November 30, 2012.** (A postmark is **NOT** sufficient for timely receipt). You are encouraged to submit proposals at the earliest possible date.

Please submit proposals online at the link above or on Board of Game/Board of Fisheries proposal forms available from the Boards Support Section regional offices and on the website above. All proposals must contain an individual's name or an organization name, if appropriate, contact telephone number, and address. A fax is acceptable and considered an original. Currently, we are

unable to accept submission of proposals via email. (We are working with our information technology section and hope to be able to offer this option soon.)

All proposals are reviewed by the board's proposal review committee prior to publication. The proposal review committee reserves the right to edit proposals containing offensive language. Emotionally-charged language will be eliminated as it detracts from the substance of the proposal, may draw opposition not germane to the element(s) of the proposal, and may elicit nonresponsive charges from the public/board members. Proposals published in the proposal book will be referenced with the appropriate Alaska Administrative Code citation and include a brief description of the action requested. **Proposals not meeting this call will not be published.** Following publication, proposal booklets will be available to advisory committees and the public for review and comment.

You are encouraged to contact Boards Support Section staff if you have questions or need assistance completing the proposal form. Providing clarity on the proposal form helps the board, advisory committees, and the public more fully understand the proposed regulatory changes. Proposals that are incomplete or unclear may be omitted from the proposal book. Please submit proposals at the earliest possible date.

Proposals received per the above "Call for Proposals" deadline will be considered by the Joint Board of Fisheries and Game at a meeting to be scheduled in October 2013.

For more information, please contact the Boards Support Section any of the following regional offices.

**ADF&G Boards Support Section  
Regional Offices:**

**Southeast Region**

Shannon Stone  
PO Box 115526  
Juneau, AK 99802-5526  
(907) 465-4110

**Western Region**

Alissa Joseph  
PO Box 1467  
Bethel, AK 99559  
(907) 543-2709

**Interior Region**

Nissa Pilcher  
1300 College Road  
Fairbanks, AK 99701-1599  
(907) 459-7263

**Southcentral Region**

Sherry Wright  
333 Raspberry Road  
Anchorage, AK 99518-1599  
(907) 267-2354

[www.boards.adfg.state.ak.us](http://www.boards.adfg.state.ak.us)

# CALL FOR PROPOSALS

The Joint Board of Fisheries and Game calls for proposed changes to

## I. ADVISORY COMMITTEE REGULATIONS, and

## II. NONSUBSISTENCE AREA REGULATIONS.

**PROPOSAL DEADLINE – 5:00 p.m., Friday, December 8, 2006**

### I. ADVISORY COMMITTEE REGULATIONS

The Joint Board of Fisheries and Game is accepting proposed changes to its regulations pertaining to local fish and game advisory committees to be considered at its next regulatory meeting, to be scheduled in October 2007. The following sections of Title 5 Chapter 96 of the Alaska Administrative Code will be considered:

- 5 AAC 96.010. Establishment of a local fish and game advisory committee system
- 5 AAC 96.020. Creation of local fish and game advisory committees
- 5 AAC 96.021. Establishment of fish and game advisory committees
- 5 AAC 96.040. Qualifications for members
- 5 AAC 96.050. Functions of local fish and game advisory committees
- 5 AAC 96.060. Uniform rules of operation
- 5 AAC 96.410. Distribution of local fish and game advisory committees
- 5 AAC 96.420. Review of requests for local fish and game advisory committees
- 5 AAC 96.440. Board assistance
- 5 AAC 96.450. Committee status and change of status
- 5 AAC 96.460. Attendance at meetings

The Joint Board is particularly interested in receiving proposals to enhance the effectiveness of the advisory committee system. For example, the Joint Board would like to consider options to consolidate committees A) where multiple committees represent the same geographic area or share in the use of the same fish stocks and game populations; B) where committees have been inactive for two or more years; or C) where a change in committee structure would better facilitate resolving resource issues at the local level before coming to the boards.

### II. NONSUBSISTENCE AREA REGULATIONS

The Joint Board of Fisheries and Game is accepting proposed changes to its regulations pertaining to the Joint Board nonsubsistence areas. A nonsubsistence area is an area or community where dependence upon subsistence is not a principal characteristic of the economy, culture and way of life of the area or community. The boards may not permit subsistence hunting or fishing in a nonsubsistence area. The following section of Title 5 Chapter 99 of the Alaska Administrative Code will be considered:

#### 5 AAC 99.015. Joint Board nonsubsistence areas.

(Includes Ketchikan, Juneau, Anchorage-Matsu-Kenai, Fairbanks, and Valdez nonsubsistence areas)

The Joint Board established the current nonsubsistence areas as required under AS 16.05.258(c) in 1992. Proposals submitted to modify the existing areas, delete areas, or add new areas should identify any significant new information available that the Joint Board did not have available in 1992 when it made the determinations or identify if the board made any errors in its previous decision. Written findings detailing the boards action can be found on the boards website (<http://www.boards.adfg.state.ak.us/fishgame/regs/jbfind.php>) or by contacting one of

the Board Support offices listed below. Proposals should also reference the 12 socio-economic characteristics specified in AS 16.05.258(c), which are also available by contacting the Boards Support Section.

The Joint Board intends to follow a two-step approach to acting on the nonsubsistence area proposals. The board will perform a preliminary review of the proposals during a meeting scheduled in October 2007. During this preliminary review, the board will conduct an initial assessment of the proposals, will identify the information needed for a full review of appropriate proposals, and will schedule appropriate proposals for further public review and department analysis prior to regulatory action at a meeting to be scheduled in 2008.

**Proposals must be received by 5:00 p.m. Friday, December 8, 2006 at one of the following locations:**

Scott Crass  
ADF&G, Boards Support  
PO Box 115526  
Juneau, AK 99811-5526  
**Phone: (907) 465-4110**  
**Fax: (907) 465-6094**

Joe Chythlook  
ADF&G, Boards Support  
PO Box 1030  
Dillingham, AK 99576-1030  
**Phone: (907) 842-5142**  
**Fax: (907) 842-5514**

Sherry Wright  
ADF&G, Boards Support  
333 Raspberry Road  
Anchorage, AK 99518-1599  
**Phone: (907) 267-2354**  
**Fax: (907) 267-2489**

Charlie Gregg  
ADF&G, Boards Support  
PO Box 689  
Kotzebue, AK 99752-0689  
**Phone: (907) 442-1717**  
**Fax: (907) 442-2847**

Rita St. Louis  
ADF&G, Boards Support  
1300 College Road  
Fairbanks, AK 99701  
**Phone: (907) 459-7263**  
**Fax: (907) 474-8558**

Proposal forms may be obtained from any office of the Boards Support Section or on the board's website at <http://www.boards.adfg.state.ak.us/>. All proposals must contain an original signature, contact telephone number, and address. Please print or type the individual's name and an organizational name if appropriate. A fax is acceptable and considered an original. **Proposals must be received in one of the above offices by the deadline** (a postmark is NOT sufficient for timely receipt). You are encouraged to submit proposals at the earliest possible date.

Proposals are reviewed by the board's proposal review committee prior to publication. Language that is emotionally charged detracts from the substance of the proposal. It may draw opposition that may not be germane to the element(s) of the proposal and may elicit nonresponsive charges from the public/board members. The proposal review committee reserves the right to edit or reject proposals containing offensive language. Following publication, proposal booklets will be available to advisory committees and interested members of the public for review and comment.