

**STATE OF IDAHO  
OUTFITTERS AND GUIDES LICENSING BOARD  
BOARD CONFERENCE CALL**

**FINAL MINUTES**

**April 28, 2014**

**(KEY: MSC = MOTION: MADE, SECOND: CARRIED  
MSF = MOTION: MADE, SECOND: FAILED)**

**A SPECIAL MEETING OF THE IDAHO OUTFITTERS AND GUIDES LICENSING BOARD WAS CALLED TO ORDER AT 10:35 P.M. ON APRIL 28, 2014 AS A CONFERENCE CALL ORIGINATING IN THE MEETING ROOM AT THE IDAHO OUTFITTERS AND GUIDES LICENSING BOARD OFFICE, 1365 N. ORCHARD STREET, ROOM 172; BOISE, IDAHO. MEMBERS: LOUISE STARK (ACTING CHAIR), ALEX IRBY AND TOM LONG AND EXECUTIVE DIRECTOR, JAKE HOWARD WERE IN ATTENDANCE. BOARD MEMBER WAYNE HUNSUCKER WAS EXCUSED AND THE FIFTH BOARD SEAT IS CURRENTLY VACANT.**

**IOGLB Compensation Plan** - Director Howard stated the purpose of this call was to discuss the pay-line move directive received from the Division of Financial Management in late March and explained that the directive provides for all employees to receive a 1% pay line move and a 1% bonus based on merit and to be implemented by the beginning of the new fiscal year, July 1. He said he did not need Board action on this, but that he wants to keep the Board informed and to get their input before moving forward. He said the Board also needed to take action on his work plan/performance review document so he might participate in this pay-line move as well, as required in this directive.

He provided the Board a copy of the IOGLB Compensation Plan mentioned in the directive. He said that it summarizes the FY 2014 bonuses and FY 2015 merit increases and explained that the Board has spending authority to accommodate this increase. He said the Agency will need to watch revenues which are likely to be affected by the Legislative action this year involving private lands which goes into effect July 1st. He said that the financial effect of this action will fully reveal itself in July 2015 after a full year cycle of license renewals is complete.

**MSC (MOTION: LONG, SECOND, IRBY; - AYES: STARK; NAYES: - NONE) THAT THE BOARD ACCEPT THE EXECUTIVE DIRECTOR'S PERFORMANCE REVIEW/WORK PLAN FOR THE LAST SIX MONTHS OF 2013 THROUGH THE CURRENT DATE AND STATED THAT HIS WORK CONTINUES TO BE EXEMPLARY. THEY ASK THAT HE INCLUDE THE RECENTLY COMPLETED ANNUAL MOU FEDERAL AGENCY MEETING AND THE FEDERAL AGENCY PERSONNEL WEBINAR TRAININGS AS A COMPLETED OBJECTIVE FOR THIS REVIEW PERIOD.**

**Strategic Plan** - The Director said that he recently updated the Strategic Plan, provided a draft copy to the Board and ask that they review it. They discussed updating his work plan objectives during the June meeting when they discuss and adopt the Strategic plan.

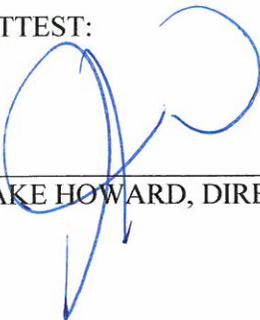
The Director briefly discussed the annual MOU federal agency meeting and the federal agency personnel webinar training that took place last week and said that he will give a full report at the June meeting.

Next regular Board meeting is scheduled for June 10, 11, & 12, 2014 in Boise.

*With no further business to come before the Board, Acting Chair Stark adjourned the meeting at 11:40 a.m., Monday, April 28, 2014.*

  
\_\_\_\_\_  
WAYNE HUNSUCKER, CHAIRMAN                      Date      6/12/14

ATTEST:

  
\_\_\_\_\_  
JAKE HOWARD, DIRECTOR                      Date      6/25/14