

**STATE OF IDAHO  
OUTFITTERS AND GUIDES LICENSING BOARD  
BOARD MEETING**

**DRAFT MINUTES**

**August 12, 2014**

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

**THE REGULAR MEETING OF THE IDAHO OUTFITTERS AND GUIDES LICENSING BOARD WAS CALLED TO ORDER AT 8:30 A.M. ON AUGUST 12, 2014 IN THE MEETING ROOM AT THE IDAHO OUTFITTERS AND GUIDES LICENSING BOARD OFFICE, 1365 N. ORCHARD STREET, ROOM 172, BOISE, IDAHO. MEMBERS: WAYNE HUNSUCKER (CHAIRMAN), TOM LONG, GEORGE MCQUISTON, LOUISE STARK, AND BOB BAROWSKY WERE IN ATTENDANCE. ALSO PRESENT WERE EXECUTIVE DIRECTOR, JAKE HOWARD; OFFICE SUPERVISOR, LORI THOMASON; BOARD ATTORNEY, ROGER HALES; BOARD PROSECUTOR, KRISTEN ATWOOD; AND EDUCATION/ENFORCEMENT SUPERVISOR, RANDY WADLEY.**

**Agenda** - Director Howard introduced the two new Board members, Bob Barowsky, representing the FG Commission replacing Alex Irby, and George McQuiston, who is replacing Chris Korell. Director Howard also reviewed the agenda.

**Kelly Jo Finley – Guide License Hearing** - A Guide License hearing was conducted before the Board by the Board’s prosecutor, Kristen Atwood. The applicant was identified and placed under oath. Ms. Atwood explained that Director Howard had deferred Mr. Finley’s guide license renewal application due to the criminal convictions he has received. Mr. Finley is seeking a guide license to work for Wild River Adventures. Mr. Finley testified and certain exhibits were introduced into evidence. Matt Laine, owner of Wild River Adventures appeared on behalf of Mr. Finley. **MSC (MOTION: LONG, SECOND, STARK; AYES - HUNSUCKER, MCQUISTON AND BAROWSKY; NAYES – NONE) TO RENEW MR. FINLEYS GUIDE LICENSE WITH A RESTRICTIVE TWO YEAR PROBATIONARY LICENSE ENDING 8-12-2016 WITH COST RECOVERY TO BE DETERMINED BY DIRECTOR ACCORDING TO POLICY.**

**(AMENDMENT TO MOTION) MSC (MOTION: LONG, SECOND STARK; AYES - HUNSUCKER, MCQUISTON AND BAROWSKY; NAYES – NONE) THE BOARD GAVE DIRECTOR HOWARD THE DISCRETION TO LICENSE MR. FINLEY FOR TWO ADDITIONAL OUTFITTERS. MOUNTAIN RIVER OUTFITTERS AND EXODUS WILDERNESS ADVENTURES INC WERE DISCUSSED.**

**Whendie Vineyard - Guide License Hearing** – A guide license hearing was conducted before the Board by the Board’s prosecutor, Kristen Atwood. The applicant did not appear before the Board. Ms. Vineyard was not present by phone. A hearing was conducted in her absence. Education/Enforcement Chief, Mr. Wadley explained that Director Howard had deferred Ms. Vineyard’s guide license application due to prior criminal convictions and not being disclosed on the guide license application. Chief Wadley testified to Ms. Vineyard’s criminal history. Ms. Vineyard was seeking a guide license to work for Lenard Hansen. Mr. Hansen was contacted by Education/Enforcement Chief Randy Wadley and Mr. Hansen stated to Mr. Wadley that he no longer was interested in employing Ms. Vinyard as a guide. Certain exhibits were introduced into evidence. **MSC (MOTION: STARK, SECOND, LONG; AYES -**

**HUNSUCKER, BAROWSKY AND MCQUISTON; NAYES – NONE) TO DENY MS. VINEYARD’S GUIDE LICENSE APPLICATION.**

**Director’s Report- Special thank you** - Director Howard stated that he would like to recognize Education and Enforcement Chief Randy Wadley for helping guide applicant Nikki Wahl through the licensing process. Ms. Wahl had made comments on the on-line licensing form about how helpful Mr. Wadley had been in helping her through some past disciplinary issues that she needed to address. **Allocation in Unit 21A** – Director Howard explained that the staff had learned that Outfitter Shane McAfee may not utilize the allocated controlled hunt tag for deer in Unit 21A and he would like to give it another outfitter. Director Howard stated that there is no procedure in the allocation manual for this type of action. The Board asked the Director to clarify in the Allocation manual a process to ensure these tags are used appropriately, and that the decision to reissue them and if so, to whom they would be issued, rest with the Board and not the outfitter. **MSC (MOTION: LONG, SECOND, STARK; AYES - HUNSUCKER, MCQUISTON AND BAROWSKY; NAYES – NONE) TO ALLOW CONTINENTAL DIVIDE TO USE THE UNIT 21A ALLOCATED DEER TAG FOR THIS YEAR ONLY, PROVIDED DIRECTOR RECEIVES THE CONTROLLED HUNT CERTIFICATE BACK FROM MR. MCAFEE IN A TIMELY MANNER, AND PROVIDED THAT MR. MCAFEE FORMALLY RELINQUISHES THE TAG.**

**Directors Report Cont. - South Fork** - Director Howard stated that he has met with the BLM and USFS regarding the forthcoming rule making involving the South Fork of the Snake River in its entirety, the main Snake River section SN3; the Henrys Fork section SH3, and the Teton River in its entirety. **Oregon Marine Board** – Director Howard explained that he visited with Randy Henry, who is the Oregon Boating Law Administrator/Boating Safety Manager about improving cooperative efforts for licensing outfitters and guides on the Snake River between the two states. Director Howard said he will continue to work on this issue. **2016 Budget Proposal** –The Director presented a draft copy of the 2016 budget proposal to the Board. Director Howard stated that this is the version that will be sent to DFM for the request for the 2016 appropriation. **IRTI – Federal Money for GIS Mapping** - Last year was the first year IOGLB had acted as the “banker” for the agreement with the Idaho Recreation and Tourism Initiative in handling the federal grant money being used to maintain the GIS Outfitter mapping system. The Director explained the administrative overhead (“in kind”) time and costs associated with obtaining and using the small amount of federal money involved, plus the new State reporting requirements being implemented has dissuaded future involvement. He said he did not anticipate IOGLB continuing as an IRTI financial participant on this project from this point forward, but wanted to discuss this with the Board. He said that some earlier confusion with the IDFG had been addressed, and that they had agreed to resume maintaining the GIS maps. He said that further development of the system for management purposes would be done through IOGLB’s data services contractor as time and money permits. The Board agreed with the Director to discontinue involvement as the IRTI banker for the IRTI and the federal money. **Saddle Springs Trophy Outfitters, LLC** - The Director said that he had revisited matters involving Saddle Springs Trophy Outfitters that had surfaced during the March Board meeting and determined that a nominal use situation appeared to exist and that there had some confusion with the Salmon/Challis NF regarding their willingness to permit a pending sale. He explained the action he’d taken and if the matters of concern had not been properly addressed and resolved by Saddle Springs Outfitters prior to the end of the current license year that he would bring the matter before the Board. **Draft Policy 2032-2014 – Default Sales - Re-issuance of Outfitter License** – Director Howard explained after meeting with IOGA Executive Director John May, again, regarding the default of an outfitter business sale process; that it would be best to clarify that process in a clear, more concise policy. He said that he had drafted such a policy with assistance from Board Attorney Hales which Director Howard then presented to the Board. He said the process captured the Board’s historical processes and existing laws, which had been the source of discussion involving IOGA in the last two Board meetings. He said that he understood that IOGA was in the process of redrafting its example contract as suggested by the Board. Janie Bruesch with IOGA said that Mr. May was not able to attend the Board meeting, but that he wanted to discuss the policy with the Board before it was adopted.

The Board discussed this and concluded the policy was acceptable, and that any policy could be modified at the discretion of the Board. **MSC (MOTION: LONG, SECOND, BAROWSKY; AYES - HUNSUCKER, AND STARK; NAYES – NONE. BOARD MEMBER MCQUISTON ABSTAINED) TO ADOPT POLICY 2032-2014.**

**Salmon/Challis NF RFQ Outfitter Permit Re-Issue Scoping Notice** – Board Member Stark explained that a scoping document was recently in the Salmon and Challis newspapers showing the use days and the number of outfitters that would be utilizing that area and soliciting public input. She said it was unusual, because normally scoping documents are in the classified sections of a newspaper, and not an advertisement. She said that it was not clear that the Salmon/Challis NF had done any more to solicit input from anyone outside the immediate area. Board member Stark asked if the Board would be willing to issue a statement of support that the permits get reissued. Board attorney Hales stated that being a state agency, this Board needs to speak to the Governor’s office before they could provide any type of statement or opinion on such a matter. The Board concluded that it was not its place to comment. The Director mentioned that the Salmon/Challis NF had not directly involved the Board, as outlined in its MOU with the USFS and BLM.

**Financial Report** - The Director reviewed the financials for the last two months with the Board, including FY – 2014 close out. He said that as usual, IOGLB’s operation was fiscally conservative and that they were able to return money to IOGLB’s free fund account for re-appropriation. He reminded the Board that year end total expenditures did not include 2014 office space rent (\$22,000) which had been paid out of the 2013 appropriation, or the 2015 office space rent which is being paid out of the current appropriation. He also discussed that a legislative audit had been completed recently but that he had not yet received the final report which will be provided to the Board when he does. He said that he understood that that since the last audit, moneys deposited during the last few days of each month into the Board’s data system were not being “swept” into the State’s STARS accounting system managed by the Controller’s Office. He said the problem was a procedural one which has been fixed, but it has resulted in an additional \$42,000 in revenue shown for FY 2014. To be clear, he said that all revenues have been and continue to be deposited into the STARS system and it’s the reconciliation of those deposits between the Access Idaho system, the Board’s data base system and the STARS system has resulted in this growing balance in the STARS suspense account. Finally, he pointed out that the financials do not show the expected loss of revenue which is likely to come about due the exemption of private land outfitting and which will become clear this time next year. **MSC (MOTION: STARK, SECOND LONG; AYES: - BAROWSKY, MCQUISTON AND HUNSUCKER; NAYES: -- NONE) TO ACCEPT THE FINANCIAL REPORT**

**Consent Agenda** – The Board reviewed the consent agenda. **MSC (MOTION: LONG, SECOND – STARK, AYES: BAROWSKY, MCQUISTON AND HUNSUCKER; NAYES: -- NONE) TO APPROVE THE CONSENT AGENDA.**

**Office Supervisor’s Report** – Office Supervisor Lori Thomason provided the Board with a report of the outfitters who did not renew their licenses for the 2014 license year. There were a total of three. Two were on private lands only licensed for hunting activities, and one river outfitter on the SN9 licensed for power boating and powerboat fishing. Ms. Thomason also explained that an additional savings from emailing forms and correspondence saved the Board \$1174.00 in mailing cost for the 2014 fiscal year.

**Filling Vacant Outfitter Area on BLM Lands in Lemhi County-** Linda Price, Field Manager for the Salmon/Challis Field Office participated by phone. The Director told the Board that the BLM has asked the Board to issue prospectus to address the BLM lands that had been vacated by Twin Peaks Ranch Outfitters. Ms. Price stated that their office has been approached by an outfitter who asked to be permitted in this vacated area. Director Howard explained that a prospectus involving the Board and Salmon/Challis NF was issued in December 2013 to fill a vacant outfitter area on forest service lands that surround the

