

**A. ESTABLISHMENT OF QUORUM AND ROLL CALL**

The emergency teleconference meeting of the Board of Agriculture & Conservation was held May 29, 2007 at the Division of Agriculture conference room, 1800 Glenn Highway, St.12, Palmer, Alaska. Chair Rhonda Boyles called the meeting to order at 10:07 a.m.

Boardmembers present and establishing a quorum were:

Ms. Rhonda P. Boyles, Chair (via telephone)  
Mr. Bruce Willard, Vice-Co Chair (via telephone)  
Mr. Mac Carter, Member (via telephone)  
Mr. William E. Burton, Member (via telephone)  
Mr. Paul Shoen, Member (via telephone)

Staff in attendance was:

Mr. Larry DeVilbiss, Director  
Ms. Lora Haralson, Administrative Assistant  
Mr. Douglas Warner, Development Specialist  
Ms. Tina Otto, AAG, Dept. of Law (via telephone)

**BASIS OF EMERGENCY TELECONFERENCE**

Chair Boyles stated the purpose of the meeting is to expedite the process for hiring the Director.

**B. APPROVAL OF AGENDA**

MOTION: Boardmember Carter moved to approve the agenda.

Vice Co-Chair Willard seconded.

VOTE: The motion passed without objection.

**C. DIVISION OF AGRICULTURE DIRECTOR**

MOTION: Vice Co-Chair Willard moved to approve the June 22, 2007 deadline receipt of the Director Position applications/resumes and to approve advertisement of the position.

Boardmember Carter seconded.

Administrative Assistant Haralson read the following notice for the Director position:

The Board of Agriculture & Conservation (BAC) is accepting applications for the position of Director for the Division of Agriculture. Pursuant to AS 03.09.020 the Director of the Division of Agriculture of the Department of Natural

Resources (DNR) shall serve as the Director of the BAC. The Commissioner of DNR shall appoint the Director of Agriculture to the partially exempt service from a list of two or more candidates submitted by the BAC. If you are interested in this position, please submit a letter of intent and resume no later than Friday, June 22, 2007 at 3:00 p.m.

- By mail addressed to: Rhonda Boyles, Chair, BAC, Attention: Lora Haralson, 1800 Glenn Highway, Suite 12, Palmer, Alaska 99645.
- By fax: 907-745-7112
- By email: [Lora.Haralson@alaska.gov](mailto:Lora.Haralson@alaska.gov)

VOTE: The motion passed without objection.

**TIME FRAMES ESTABLISHED:**

1. June 3, 2007, June 10, 2007 and June 17, 2007 = Advertise
2. June 22, 2007 = Resumes/applications due at 3:00 p.m.
3. June 26, 2007 = Resumes/applications and letters mailed to BAC Boardmembers.
4. July 6, 2007 = BAC teleconference to review resumes/applications at 10:00 a.m.
5. July 12, 2007 = Regular Board meeting.
6. July 13, 2007 = Recommendations to Commissioner.

Discussion was held and determined that the entire Board will be sent the resumes/applications instead of a subcommittee review.

**ADVERTISEMENT LIST:**

1. Anchorage Daily News
2. Mat Su Valley Frontiersman
3. Fairbanks Daily News Minor
4. Kenai Peninsula Clarion
5. Juneau Empire
6. Alaska Journal of Commerce
7. Delta Wind
8. Alaska Farm Bureau Newsletter
9. Division of Agriculture Website (What's New Section)
10. Front office bulletin board

**D. PUBLIC COMMENTS/SESSION:**

*(No members of the public commented).*

**E. NEW BUSINESS**

*(No new business).*

**F. EXECUTIVE SESSION:**

*(No executive session was held).*

**G. PUBLIC SESSION:**

*(No public session was held).*

**H. UNFINISHED BUSINESS**

*(No unfinished business).*

**I. BOARDMEMBER COMMENTS**

Boardmember Burton thanked Larry for his effort as Director.

Chair Boyles thanked Larry for his service and invited him back to the next BAC meeting.

**J. OTHER MATTERS OR CORRESPONDENCE**

*(No other matters or correspondence.)*

**K. SET NEXT MEETING & AGENDA ITEMS**

MOTION: Boardmember Shoen moved that the next meeting be held on July 18, 2007.

Boardmember Carter seconded.

After discussion of the motion it was determined that July 12, 2007 would be a better date to have all Boardmembers in attendance.

An attendance poll was taken for July 12, 2007:

Boardmember Shoen probably yes, not sure.

Boardmember Burton yes.

Boardmember Carter yes, telephonically.

Vice Co-Chair Willard, yes.

Chair Boyles, yes.

AAG Otto, no.

Chair Boyles asked AAG Otto to have an attorney representative attend the July 12, 2007 meeting or prepare a sheet for the BAC on hiring practices.

**L. ADJOURNMENT**

MOTION: Boardmember Carter moved adjourn.

Boardmember Burton seconded.

The meeting was adjourned at 10:45 a.m.