

# Department of Health and Social Services

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**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
<b>Name:</b> MARGARET BRODIE <b>Position:</b> Division Director <b>Organization:</b> Division of Healthcare Services Department of Health and Social Services				
1/25/16	1/29/16	Attend Medicaid Leadership Institute meeting; attend budget hearings (National Governors Association (NGA) reimbursed lodging for \$292.09, surface transportation for \$80.50, and per diem for \$73.55)	San Francisco, CA; Juneau	542
1/31/16	2/2/16	Attend budget hearings	Juneau	1,094
2/7/16	2/9/16	Attend Xerox mediation meeting	Juneau	1,051
2/16/16	2/19/16	Attend budget hearings (personal deviation 2/17 - 2/19/16)	Juneau	518
3/1/16	3/2/16	Attend Behavioral Health legislative information meeting	Juneau	708
4/25/16	4/27/16	Attend Center for Health Care Strategies, Inc. (CHCS) meeting; attend Certified Community Behavioral Health Center meeting (CHCS paid for airfare in the amount of \$663.50, lodging in the amount of \$369.00 and reimbursed surface transportation in the amount of \$103.85)	Washington, D.C.; Pittsburgh, PA	87
5/17/16	5/19/16	Attend Medicaid Evidence Based Decisions Project spring conference; conduct on-site inspection of Xerox server facility (Oregon Health & Science University paid for airfare in the amount of \$718.01, lodging in the amount of \$490.00, and reimbursed surface transportation in the amount of \$127.70)	Portland, OR	158
6/4/16	6/7/16	Attend National Association of Medicaid Directors (NAMD) conference (NAMD reimbursed airfare in the amount of \$612.65)	Nashville, TN	255
6/19/16	6/22/16	Attend National Conference of State Legislators (NCSL) meeting (NCSL paid for airfare in the amount of \$718.49, lodging, and reimbursed surface transportation in the amount of \$77.00)	Denver, CO	-
9/6/16	9/10/16	Inspect Xerox server farm; attend Medicaid Leadership Institute meeting (NGA reimbursed surface transportation in the amount of \$81.41, lodging in the amount of \$508.38 and per diem in the amount of \$69.00)	Washington, D.C.; Pittsburgh, PA	1,086
10/12/16	10/15/16	Attend Zero to Three conference (Zero to Three paid directly for airfare and lodging)	Minneapolis, MN	329
10/18/16	10/20/16	Attend Clinton Foundation Obesity Prevention Public Payer Task Force meeting	New York, NY	1,596
11/5/16	11/9/16	Attend NAMD conference	Arlington, VA	2,503
12/5/16	12/9/16	Attend the HIV Affinity Group meeting; attend NGA conference	Washington, D.C.; Philadelphia, PA	1,627
<b>TOTAL: MARGARET BRODIE</b>				<b>11,554</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>RANDALL BURNS</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Division of Behavioral Health</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
2/3/16	2/13/16	Prepare and present at House Finance committee	Juneau	2,418
2/28/16	3/5/16	Attend Strategic Planning session (all travel expenses reimbursed by Alaska Court System in the amount of \$1,686.90)	Juneau	1,686
3/27/16	3/28/16	Attend hearing on Senate Bill 74	Juneau	834
4/16/16	4/20/16	Attend annual training program for newly appointed State Mental Health Program Directors (Substance Abuse and Mental Health Services Administration (SAMHSA) paid for airfare in the amount of \$464.00; reimbursed one night of lodging, and reimbursed ground transportation and per diem in the amount of \$526.30)	Alexandria, VA	361
4/26/16	4/28/16	Attend Supporting Health and Human Services, and State Medicaid Policy Alignment for Certified Community Behavioral Health Centers meeting (Center for Health Care Strategies paid for airfare, lodging, ground transportation, one night of lodging, and per diem in the amount of \$526.30)	Washington, D.C.	526
6/20/16		Attend Fairbanks Community Behavioral Health Needs Assessment with Healthcare Policy Advisor Monique Martin	Fairbanks	191
7/26/16	7/28/16	Attend meetings with staff and department contractor Stephenie Colston	Juneau	1,111
8/6/16	8/12/16	Attend National Association of State Mental Health Program Directors meeting; attend Substance Abuse and Mental Health Service Administration (SAMHSA) 2016 Block Grant conference (SAMHSA reimbursed \$451.50 towards travel expenses)	Washington, D.C.	1,022
8/31/16		Speak at the Alaska State Hospital and Nursing Home Association annual meeting	Kenai	392
10/7/16		Attend the Alaska Behavioral Health Association meeting	Fairbanks	367
12/3/16	12/10/16	Visit two Administrative Services Organization (ASO) locations; meet with ASO representatives, the state's Behavioral Health administration and local providers managed by ASO and consumers	Philadelphia, PA; Richmond, VA	3,025
<b>TOTAL: RANDALL BURNS</b>				<b>11,933</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>JAY BUTLER</b>		
<b>Position:</b>		<b>Division Director/Chief Medical Officer</b>		
<b>Organization:</b>		<b>Division of Public Health</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
2/7/16	2/10/16	Present at legislative hearing	Juneau	544
2/18/16	2/19/16	Present at legislative hearing	Juneau	776
2/23/16	2/26/16	Present at legislative hearing	Juneau	1,028
3/1/16	3/2/16	Present at legislative hearing	Juneau	775
3/30/16		Present at legislative hearing	Juneau	494
4/6/16	4/7/16	Present at legislative hearing	Juneau	647
8/21/16		Attend Department of Health and Social Services deputy commissioner's strategic planning meeting (trip cancelled)	Juneau	472
<b>TOTAL: JAY BUTLER</b>				<b>4,736</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

Name:		<b>VALERIE DAVIDSON</b>							
Position:		<b>Commissioner</b>							
Organization:		<b>Department of Health and Social Services</b>							
Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
1/19/16	1/26/16	Attend legislative session	Juneau		784	642	1,181	33	2,640
1/31/16	2/5/16	Attend legislative session	Juneau		334	146	365	4	849
2/7/16	2/12/16	Attend legislative session	Juneau		47	332	309	17	705
2/15/16	2/19/16	Attend legislative session; attend energy summit with Governor Bill Walker	Bethel; Juneau		58	288	247	37	630
2/21/16	2/26/16	Attend legislative session	Juneau		138	322	309	17	786
2/28/16	3/4/16	Attend legislative session	Juneau		376	330	185	4	895
3/6/16	3/11/16	Attend legislative session	Juneau		341	272	325	19	957
3/13/16	3/18/16	Attend legislative session	Juneau		481	360	325	17	1,183
3/20/16	3/25/16	Attend legislative session	Juneau		472	272	325	4	1,073
3/28/16	4/1/16	Attend legislative session	Juneau		75	300	325	17	717
4/14/16	4/24/16	Attend legislative session	Juneau		627	424	1,130	21	2,202
4/26/16	4/29/16	Attend legislative session	Juneau		198	164	169	17	548
4/29/16	4/30/16	Speak at the Orutsararmuit Native Council meeting on Social Services in rural communities	Bethel		-	92	-	17	109
5/17/16		Attend signing ceremony of Senate Bill 145 and 147; attend Governor's Suicide Prevention cabinet work group meeting	Juneau		304	45	-	17	366

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>	<b>VALERIE DAVIDSON</b>
<b>Position:</b>	<b>Commissioner</b>
<b>Organization:</b>	<b>Department of Health and Social Services</b>

Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
5/22/16	5/25/16	Attend multistate leadership meeting with Kellogg Foundation on innovative ways to meet oral health needs in rural and Native American communities	Bethel		209	210	-	10	429
6/27/16	6/28/16	Spoke at the Aniak Community Education session; attend meetings	Aniak; Anchorage		894		-	42	936
7/24/16	7/26/16	Speak at Northern Forum Regional Coordinators committee; attend bill signing of House Bill (HB) 200 and HB 27	Anchorage		1,025	-	-	36	1,061
8/9/16		Discuss budget impact with Lieutenant Governor Byron Mallott (trip cancelled)	Bethel		422	-	-	4	426
8/11/16		Speak at the Alaska Tribal Court Development conference	Fairbanks		102	45	-	28	175
8/29/16		Attend tour with the Rasmuson Foundation	Anchorage		101	-	-	4	105
8/31/16	9/2/16	Attend Alaska State Hospital and Nursing Home Association annual meeting	Soldotna		-	90	149	-	239
9/7/16	9/9/16	Meet with Kawerak leadership team	Nome		197	150	370	17	734
9/12/16	9/16/16	Meet with Centers for Medicare and Medicaid Services and Health and Human Services leaders regarding Medicaid reform and waivers	Washington, D.C.		33	357	1,300	17	1,707
9/25/16	9/28/16	Attend White House Tribal Nations conference and Arctic Science meetings	Washington, D.C.		1,693	241	1,347	28	3,309
10/5/16	10/6/16	Attend the All Alaska Medical conference as an invited guest speaker	Fairbanks		150	90	159	17	416

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
Name: VALERIE DAVIDSON									
Position: Commissioner									
Organization: Department of Health and Social Services									
10/16/16	10/23/16	Attend the Elders and Youth conference and the 2016 annual Alaska Federation of Natives (AFN) convention (AFN paid for airfare and lodging); attend meeting with Governor Bill Walker	Fairbanks		577	435	-	15	1,027
11/16/16		Attend and speak at the Tanana Chiefs conference (Casey Family Programs paid for airfare in the amount of \$236.21)	Fairbanks		16	45			61
11/30/16		Meet with staff	Juneau		454	45		4	503
12/5/16	12/9/16	Attend the Truth, Racial Healing and Transformation invitational summit (The Kellogg Foundation paid for airfare)	Carlsbad, CA			288	1,133		1,421
12/12/16	12/17/16	Attend and speak at the Western Governors Association 2016 winter meeting	San Diego, CA		741	224	779	42	1,786
<b>TOTALS: VALERIE DAVIDSON</b>				<b>-</b>	<b>10,849</b>	<b>6,209</b>	<b>10,432</b>	<b>505</b>	<b>27,995</b>

M & IE column contains meals and incidental allowance

Other Expenses column includes E-Travel Office service fees, hotel charges (such as phone, computer, and internet usage), and other incidental expenses

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b> SANA EFIRD				
<b>Position:</b> Assistant Commissioner				
<b>Organization:</b> Department of Health and Social Services				
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
5/2/16	5/6/16	Attend Tribal Medicaid summit	Anchorage	1,253
6/7/16	6/9/16	Attend Agency Budget Reduction summit for FY17	Anchorage	1,051
6/13/16	6/14/16	Attend follow up meeting for Tribal Medicaid summit from May 2016	Anchorage	1,057
9/21/16	9/23/16	Meet with staff and update department performance framework	Anchorage	931
<b>TOTAL: SANA EFIRD</b>				<b>4,292</b>



**Schedule of Travel for Executive Positions  
Calendar Year 2016**

Name: <b>KAREN FORREST</b>				
Position: <b>Deputy Commissioner</b>				
Organization: <b>Department of Health and Social Services</b>				
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/5/16	1/6/16	Attend Governor's Housing summit	Anchorage	828
1/12/16	1/14/16	Attend Tribal Indian Child Welfare Act strategic planning session	Anchorage	826
3/11/16	3/14/16	Conduct interviews for the Casey Family Program Community of Hope Project Director	Anchorage	176
4/16/16	4/20/16	Attend National Stepping Up summit (Council of State Governments paid for airfare in the amount of \$908.00, lodging in the amount of \$356.94 and reimbursed surface transportation and per diem in the amount of \$289.50)	Washington, D.C.	37
4/26/16	4/27/16	Attend Alaska Native leadership summit	Anchorage	705
5/2/16	5/9/16	Attend Tribal Medicaid meeting	Anchorage	854
5/17/16	5/18/16	Meet with contractor Stephenie Colston regarding Division of Behavioral Health (DBH) Reform	Anchorage	629
6/8/16	6/9/16	Attend Budget Reduction FY17 meeting	Anchorage	781
6/13/16	6/14/16	Attend Tribal Health meeting	Anchorage	765
6/16/16		Meet with City of Ketchikan manager and others related to the Division of Juvenile Justice Ketchikan facility	Ketchikan	421
6/22/16	6/23/16	Attend first Statewide Alaska Resilience Initiative meeting	Anchorage	514
7/13/16	7/14/16	Attend Recovery Alaska committee meeting	Anchorage	665
7/17/16	7/18/16	Attend Alaska Psychiatric Institute governance meeting	Anchorage	767
8/18/16	8/19/16	Attend Tribal Behavioral Health Directors meeting	Anchorage	578
8/24/16	8/25/16	Present at the Criminal Justice Commission meeting	Anchorage	886
8/30/16		Meet with State of Alaska Medicaid Trustee Charlie Curie regarding DBH Reform and various parts of Senate Bill 74	Anchorage	549
9/7/16	9/12/16	Attend Medicaid Leadership Institute conference (National Governors Association reimbursed lodging, transportation and per diem in the amount of \$402.55)	Washington, D.C.	834
9/12/16	9/13/16	Attend Tribal Compact meeting	Anchorage	797
9/27/16	10/2/16	Meet with Medicaid Reform key partners	Anchorage	1,014
10/24/16	10/27/16	Participate in the University of Alaska Trust and Behavioral Health Workforce Development planning meeting	Anchorage	1,108

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>KAREN FORREST</b>		
<b>Position:</b>		<b>Deputy Commissioner</b>		
<b>Organization:</b>		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
11/3/16		Participate in the Recover Alaska oversight committee (trip cancelled)	Anchorage	451
11/10/16		Attend Tribal state quarterly meeting (trip cancelled)	Anchorage	440
11/15/16	11/17/16	Attend and speak at the annual DBH Change Agent conference	Anchorage	1,132
11/30/16		Attend Recovery Alaska meetings with key partners (trip cancelled)	Anchorage	12
12/4/16	12/10/16	Meet with two Administrative Services Organization on DBH Medicaid redesign	Philadephia, PA; Richmond, VA	2,365
<b>TOTAL: KAREN FORREST</b>				<b>18,134</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>CHRISTINE LAWTON</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Office of Childrens Services</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
1/12/16	1/14/16	Attend Tribal and State Strategic planning session	Anchorage	800
2/9/16		Attend face to face meeting with executive team (trip cancelled)	Anchorage	308
4/21/16		Attend quarterly meeting of Court Improvement Project committee (trip cancelled)	Anchorage	464
4/27/16	4/29/16	Present Office of Childrens Services (OCS) data to Alaska Childrens Trust Board of Directors	Anchorage	1,158
5/2/16	5/5/16	Attend meeting with Department of Health and Social Services and Alaska Native Health Board	Anchorage	1,277
5/10/16	5/11/16	Participate in Dual Status Youth Initiative meeting	Anchorage	878
5/31/16	6/2/16	Attend National Child Welfare Workforce grantee meeting	Chicago, IL	601
6/6/16	6/9/16	Attend Agency Budget Reduction summit for FY17	Anchorage	1,454
6/13/16	6/14/16	Attend Tribal Medicaid planning	Anchorage	888
6/22/16	6/23/16	Attend Alaska Resilience Initiative meeting (Alaska Childrens Trust paid for airfare and lodging)	Anchorage	110
7/25/16	7/26/16	Attend signature ceremony of House Bill 200	Anchorage	838
8/9/16	8/10/16	Participate in Tanana Chiefs conference on panel on Protecting Alaska's Native Children	Fairbanks	896
8/28/16	9/2/16	Attend annual meetings of the National Court Improvement Project (Alaska Court System paid for airfare, lodging and per diem)	Washington, D.C.	53
9/7/16	9/9/16	Attend meeting to launch Community of Hope Initiative	Nome	1,676
9/12/16	9/15/16	Attend Permanency Value training	Anchorage	547
10/20/16		Attend the Alaska Federation of Natives preconference event (trip cancelled)	Fairbanks	635
11/1/16	11/4/16	Attend National Child Welfare Workforce Institute meeting (University of Alaska Anchorage reimbursed airfare, lodging, per diem, and surface transportation in the amount of \$1,152.67)	Atlanta, GA	227
11/14/16	11/17/16	Attend Tribal Government symposium cohosted by The Tanana Chiefs conference	Fairbanks	498
12/5/16		Attend statewide OCS managers meeting (trip cancelled)	Anchorage	261
<b>TOTAL: CHRISTINE LAWTON</b>				<b>13,569</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>DUANE MAYES</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Division of Senior and Disabilities Services</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
1/6/16	1/8/16	Attend meeting to implement the 1915(i) and 1915 (k) state plans to maximize federal revenue (Alaska Brain Injury Network, Inc. paid for airfare, lodging, surface transportation, and per diem in the amount of \$1,078.54)	Juneau	4
2/1/16	2/5/16	Attend Governors Council board meeting	Juneau	1,264
2/8/16	2/12/16	Attend the Alaska Commission on Aging (ACOA) board meeting	Juneau	1,070
2/15/16	2/19/16	Attend Alaska Association on Developmental Disabilities board meeting; attend Key Coalition Campaign	Juneau	1,107
3/28/16	4/1/16	Attend legislative hearing; attend Senior and Disabilities and ACOA meetings	Juneau	1,437
8/27/16	9/2/16	Attend annual National Home and Community Based Services (HCBS) conference; meet with Center for Medicaid and Medicare officials	Washington, D.C.	2,962
10/24/16	10/28/16	Conduct HCBS forums in four communities	Ketchikan; Wrangell; Juneau; Sitka	1,890
11/10/16	11/11/16	Conduct HCBS forums; meet with Chair to the Community and Public Transportation Advisory Board, Patricia Branson to discuss non-emergency medical transportation and Alzheimer's disease and related dementias	Kodiak	854
11/16/16	11/18/16	Participate in discussing the topic of aging across America and how the state plan to support this going forward, topics include long term care services and supports with a focus on home and community based services, and fragmentation of Medicaid and Medicare Delivery Systems; meet with the Washington State 1915 K manager (Milbank Memorial Fund paid for all travel expenses)	Seattle, WA	254
12/7/16	12/9/16	Conduct HCBS provider and community forums to address the requirements for Division of Senior and Disabilities Services within Senate Bill 74	Homer; Kenai; Soldotna	988
<b>TOTAL: DUANE MAYES</b>				<b>11,830</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>SEAN O'BRIEN</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Division of Public Assistance</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
4/26/16		Attend Alaska Native leadership summit on Honoring Our Children (Casey Family Programs paid for airfare and lodging in the amount of \$492.60)	Anchorage	44
5/2/16		Attend statewide tribal meeting (trip cancelled)	Anchorage	4
6/7/16	6/9/16	Attend Department of Health and Social Services Budget Reduction summit	Anchorage	1,090
<b>TOTAL: SEAN O'BRIEN</b>				<b>1,138</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>JONATHAN SHERWOOD</b>		
<b>Position:</b>		<b>Deputy Commissioner</b>		
<b>Organization:</b>		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
4/16/16	4/20/16	Attend Medicaid Task Force meeting	Anchorage	596
5/2/16	5/8/16	Attend Alaska Native Health Board Medicaid meeting	Anchorage	966
6/7/16	6/14/16	Attend Agency Budget Reduction summit FY17; attend Tribal Health Organization meeting	Anchorage	585
7/19/16	7/24/16	Attend tribal and state quarterly meeting	Anchorage	420
8/2/16	8/3/16	Meet with Deputy Secretary of Health and Human Services (HHS) Mary Wakefield	Anchorage	565
8/24/16	8/28/16	Meet with consultants of Primary Health Physician Group regarding Senate Bill 74	Anchorage	611
8/29/16	9/1/16	Attend Alaska State Hospital and Nursing Home Association meetings	Anchorage	502
9/12/16	9/16/16	Meet with Center for Medicare Medicaid Services and HHS leaders on Medicaid reform and waivers	Washington, D.C.	1,805
9/18/16	9/21/16	Meet with Medicaid Management Information System certification team	Anchorage	297
9/27/16	9/29/16	Attend reform stakeholders meeting	Anchorage	563
11/9/16	11/13/16	Attend Medicaid Task Force meeting	Anchorage	292
12/18/16	12/20/16	Meet with Office of Rate Review, Alaska's Resource for Integrated Eligibility Services and Qualis Health staff	Anchorage	579
<b>TOTAL: JONATHAN SHERWOOD</b>				<b>7,781</b>

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		ALBERT WALL		
<b>Position:</b>		Division Director		
<b>Organization:</b>		Division of Behavior Health		
		Department of Health and Social Services		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No Travel to Report		-
<b>TOTAL: ALBERT WALL</b>				-

**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>VICKIE WILSON</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Alaska Pioneer Home</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
1/5/16		Meet with Pioneer Home Advisory Board; work with staff at central office	Anchorage	419
2/8/16	2/12/16	Attend Department of Health and Social Services (DHSS) leadership meeting to discuss results based budget creation	Juneau	2,074
3/1/16	3/2/16	Meet with human resources; present to the legislature	Sitka; Juneau	783
3/14/16	3/18/16	Meet with staff at the Sitka Pioneer Home	Fairbanks	1,071
4/18/16	4/22/16	Work with staff at central office as scheduled every other month	Juneau	1,430
5/23/16	5/25/16	Provide technical assistance; mentor the acting administrator of the Sitka Pioneer Home	Sitka	771
6/7/16	6/10/16	Attend DHSS leadership summit; work with staff	Anchorage; Palmer	1,172
7/25/16	7/29/16	Work with central office staff	Juneau	1,587
8/8/16	8/12/16	Assist the new Sitka Pioneer Home administrator; work with central office staff	Sitka; Juneau	1,346
8/23/16	8/26/16	Perform transition planning activities with Administrative Operations Manager II (AOM) at the central office	Juneau	1,484
9/6/16	9/9/16	Participate in interviews for vacant AOM II position at central office	Juneau	1,031
10/4/16	10/7/16	Assist and work with central office staff in transition while AOM II position is vacant	Juneau	1,444
11/13/16	11/17/16	Meet with Pioneer Home Advisory Board; meet with Alaska Pioneer Homes Management team; work with staff at pioneer homes in Anchorage and Palmer; perform home inspections of two pioneer homes in Anchorage and Palmer	Anchorage; Palmer	1,114
12/12/16	12/16/16	Work at the central office; work with the staff in support of all the six homes; work with administrative staff on budgetary and management issues	Juneau	1,423
<b>TOTAL: VICKIE WILSON</b>				<b>17,149</b>



**Schedule of Travel for Executive Positions  
Calendar Year 2016**

<b>Name:</b>		<b>LEONARD WOOD</b>		
<b>Position:</b>		<b>Division Director</b>		
<b>Organization:</b>		<b>Division of Juvenile Justice</b>		
		<b>Department of Health and Social Services</b>		
<b>Dates Traveled</b>		<b>Purpose of Trip</b>	<b>Destination</b>	<b>Travel Total</b>
<b>Begin</b>	<b>End</b>			
1/4/16	1/8/16	Attend meetings to prepare for legislative session	Juneau	1,299
2/8/16	2/12/16	Present to legislature	Juneau	1,371
3/1/16	3/4/16	Attend tribal and state strategic planning	Juneau	900
6/15/16	6/16/16	Meet with Deputy Commissioner Karen Forrest; meet with Ketchikan facility staff	Juneau; Ketchikan	992
8/8/16		Attend Tribal Court Development conference (trip cancelled)	Fairbanks	177
8/10/16	8/12/16	Meet with Ketchikan facility staff	Ketchikan	1,584
9/13/16	9/16/16	Attend and assist with Ketchikan facility closure	Ketchikan; Juneau	1,403
12/27/16	12/30/16	Prepare for legislative session; conduct supervisory visit	Juneau	1,017
<b>TOTAL: LEONARD WOOD</b>				<b>8,743</b>