

Department of Administration



**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		RICHARD ALLEN		
Position:		Division Director		
Organization:		Office of Public Advocacy		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/17/17		Meet with Mayor Jim Matherly and the Fairbanks Police Department to present the Fairbanks Four Post Conviction Relief case	Fairbanks	461
1/18/17	1/19/17	Attend Criminal Justice Working Group (CJWG) monthly meeting	Juneau	838
2/15/17	2/16/17	Attend CJWG monthly meeting	Juneau	844
3/15/17	3/16/17	Attend CJWG monthly meeting	Juneau	923
6/11/17	6/23/17	Provide office coverage for Fairbanks Office of Public Advocacy (OPA) Criminal Defense unit (no weekend per diem or lodging reimbursement at request of traveler)	Fairbanks	1,517
7/15/17	7/20/17	Provide office coverage and court assistance for Fairbanks OPA Criminal Defense unit (personal deviation 7/15/17)	Fairbanks	894
10/25/17	10/29/17	Participate in the Equal Justice conference and career fair (trip cancelled)	Arlington, VA	4
TOTAL: RICHARD ALLEN				5,481

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		SCOT AREHART		
Position:		Division Director		
Organization:		Division of Finance		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No travel to report		
TOTAL: SCOT AREHART				-

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		KEVIN BROOKS		
Position:		Division Director		
Organization:		Shared Services of Alaska		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No travel to report		
TOTAL: KEVIN BROOKS				-

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		AJAY DESAI		
Position:		Division Director		
Organization:		Division of Retirement and Benefits		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
4/18/17	4/21/17	Attend Alaska Retirement Management Board (ARMB) meetings	Anchorage	972
6/20/17	6/23/17	Attend ARMB meetings	Anchorage	1,073
9/24/17	9/29/17	Attend National Association of Government Defined Contribution Administrators conference; meet with Empower Retirement Alaska Director Liz Davidsen and Regional Vice President Perry Christie	Milwaukee, WI; Denver, CO	2,958
10/3/17	10/6/17	Attend ARMB meetings	Anchorage	865
12/5/17	12/8/17	Attend ARMB meetings	Anchorage	827
TOTAL: AJAY DESAI				6,695

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
1/10/17	1/12/17	Attend legislative session (trip cancelled)	Juneau					15	15
1/16/17	1/19/17	Attend legislative session	Juneau		392	210	238	24	864
1/23/18	1/27/18	Attend Callan conference for Alaska Permanent Fund Corporation (APFC) board of directors meeting (APFC paid for airfare and meals and reimbursed \$631 for ground transportation and lodging); attend legislative session	San Francisco, CA; Juneau		255	105	218	4	582
1/31/17	2/2/17	Attend legislative session	Juneau		418	110	218	4	750
2/7/17	2/9/17	Attend legislative session	Juneau		397	150	218	4	769
2/21/17	2/23/17	Attend legislative session	Juneau		438	150	218	4	810
2/28/17	3/3/17	Attend legislative session	Juneau		719	145	327	15	1,206
3/7/17	3/9/17	Attend legislative session	Juneau		607	150	218	15	990
3/21/17	3/23/17	Attend legislative session	Juneau		415	150	218	4	787
4/4/17	4/6/17	Attend legislative session	Juneau		416	150	218	4	788
4/11/17	4/13/17	Attend legislative session	Juneau		573	150	218	11	952
4/18/17	4/20/17	Attend legislative session (trip cancelled)	Juneau					11	11
4/24/17	4/25/17	Attend legislative session	Juneau		602	90	109	15	816
5/2/17	5/4/17	Attend legislative session	Juneau		409	150	218	11	788

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		SHELDON FISHER							
Position:		Commissioner							
Organization:		Department of Administration							
Dates Traveled Begin	End	Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
5/15/17	5/18/17	Attend APFC board meeting (APFC paid for airfare and meals and reimbursed \$397 for ground transportation and lodging); attend legislative session; meet with Enterprise Technology Services Director James Steele for Office of Information Technology establishment	Juneau		73		154		227
6/6/17	6/8/17	Attend legislative session	Juneau		55	146	288	22	511
6/19/17	6/20/17	Attend legislative session; conduct healthcare economist interviews	Juneau		656	90	144	11	901
6/27/17	6/29/17	Attend legislative session (trip cancelled)	Juneau					4	4
7/11/17	7/13/17	Attend Department of Administration (DOA) staff retreat	Juneau		561	150	288	11	1,010
7/26/17		Attend Anchorage Economic Development Corporation 2017 3-Year Outlook luncheon	Anchorage	79					79
7/31/17		Meet with DOA staff	Juneau		525	45		4	574
8/1/17		Meet with labor groups regarding healthcare	Cooper Landing		109				109
8/8/17	8/10/17	Meet with DOA staff (trip cancelled)	Juneau					11	11
8/21/17	8/22/17	Meet with DOA staff	Juneau		442	90	144	15	691
8/29/17		Attend Cabinet meeting (trip cancelled)	Bethel					11	11
9/12/17	9/14/17	Meet with DOA staff	Juneau		484	150	288	22	944

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		SHELDON FISHER							
Position:		Commissioner							
Organization:		Department of Administration							
Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
9/19/17		Give Healthcare Authority presentation; meet with DOA staff (trip cancelled)	Fairbanks					4	4
TOTALS: SHELDON FISHER									
				79	8,546	2,381	3,942	256	15,204

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 2017**

Name:		CHAD HOLT		
Position:		Division Director		
Organization:		Office of Public Advocacy		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No travel to report		
TOTAL: CHAD HOLT				-

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		SCOTT JORDAN		
Position:		Division Director		
Organization:		Division of Risk Management		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
5/23/17		Meet with Alaska Aerospace Corporation and attorney to discuss subrogation potential	Anchorage	381
TOTAL: SCOTT JORDAN				381

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		CHERYL LOWENSTEIN		
Position:		Division Director		
Organization:		Division of Administrative Services		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No travel to report		
TOTAL: CHERYL LOWENSTEIN				-

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		RYAN MITCHELL-COLGAN		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip		Travel Total
Begin	End	Destination		Travel Total
3/5/17	3/6/17	Attend Administrative Order 281 meetings (no partial per diem at request of traveler)		723
TOTAL: RYAN MITCHELL-COLGAN				723

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		LESLIE RIDLE		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/4/17	1/15/17	Attend leasing kaizen meetings; attend Public Safety Employees Association (PSEA) negotiations; meet with staff (no per diem or lodging reimbursement at request of traveler and Division of Personnel and Labor Relations (DOPLR) paid \$325 for airfare and ground transportation)	Anchorage	
1/16/17	1/18/17	Attend labor bargaining meetings (DOPLR paid \$946 for airfare, ground transportation, meals and lodging)	Seattle	
2/7/17	2/12/17	Attend PSEA negotiations; meet with staff (no partial per diem or lodging at request of traveler and DOPLR paid \$626 for partial per diem and airfare)	Anchorage	
4/26/17	5/1/17	Conduct interviews; meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage	530
5/16/17	5/18/17	Attend legislative session for House Bill 74	Juneau	353
5/10/17		Attend PSEA negotiations (no per diem or lodging reimbursement at request of traveler and DOPLR paid \$505 for airfare)	Anchorage	
7/12/17	7/23/17	Meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage	579
TOTAL: LESLIE RIDLE				1,462

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
Name: LESLIE RIDLE									
Position: Commissioner									
Organization: Department of Administration									
9/7/17	9/8/17	Meet with Chief of Staff Scott Kendall; meet with staff (no per diem or lodging reimbursement at request of traveler and employee paid \$839 for partial airfare)	Anchorage		335			12	347
9/19/17		Give Healthcare Authority presentation	Fairbanks		688	45		4	737
9/22/17	10/1/17	Meet with staff; attend scoring committee meetings (no per diem or lodging reimbursement at request of traveler)	Anchorage		403			33	436
10/3/17	10/7/17	Meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		439			15	454
10/8/17	10/14/17	Attend National Association of State Chief Administrators (NASCA) annual conference (NASCA paid for Atlanta lodging and reimbursed \$2134 for airfare, meals, ground transportation, and Seattle lodging); meet with staff (no per diem or lodging reimbursement for Anchorage trip at request of traveler)	Atlanta, GA; Anchorage			311		40	351
10/17/17	10/22/17	Meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		366			11	377
11/7/17	11/11/17	Attend Alaska Retirement Management Board (ARMB) Investment Education conference	New York		637	333	1,233	26	2,229
11/12/17	11/29/17	Attend Alaska Municipal League (AML) meetings, meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		394			15	409
11/14/17	11/19/17	Attend AML meetings; meet with staff (trip cancelled)	Anchorage					4	4

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		LESLIE RIDLE							
Position:		Commissioner							
Organization:		Department of Administration							
Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
12/5/17	12/10/17	Attend ARMB meeting; meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		333			11	344
12/14/17	12/18/17	Attend Retired Public Employees of Alaska meeting, meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		524			22	546
12/28/17	1/4/17	Meet with union representatives; meet with staff (no per diem or lodging reimbursement at request of traveler)	Anchorage		496			15	511
TOTALS: LESLIE RIDLE				-	4,615	689	1,233	208	6,745

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 2017**

Name:		SYLVAN ROBB		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
		No travel to report		
TOTAL: SYLVAN ROBB				-

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		KATHERINE SHEEHAN		
Position:		Division Director		
Organization:		Division of Personnel and Labor Relations		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/12/17	1/13/17	Attend Public Safety Employees Association (PSEA) negotiations	Anchorage	556
1/25/17	1/30/17	Attend the National Association of State Personnel Executives (NASPE) mid-year meeting	Washington, D.C.	1,681
2/9/17	2/10/17	Attend PSEA negotiations	Anchorage	651
3/8/17	3/9/17	Attend PSEA negotiations (trip cancelled)	Anchorage	4
5/10/17		Attend PSEA negotiations	Anchorage	603
5/24/17	5/25/17	Attend Personnel Board meeting	Anchorage	724
7/21/17	7/27/17	Attend the NASPE annual meeting (NASPE paid \$1,284 for airfare and partial lodging)	Portland, ME	1,174
10/24/17	10/25/17	Attend State Officers Compensation Commission (SOCC) meeting	Anchorage	662
12/4/17	12/6/17	Attend SOCC meeting; meet with Alaska Correctional Officers Association	Anchorage	861
TOTAL: KATHERINE SHEEHAN				6,916

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		JAMES STEELE		
Position:		Division Director		
Organization:		Office of Information Technology		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/9/17	1/11/17	Conduct business; meet with Enterprise Technology Services (ETS) staff	Juneau	874
1/23/17	1/26/17	Attend Technology Management Council meeting; attend Dell EMC and Oracle meetings; conduct business	Juneau	1,175
2/6/17	2/9/17	Conduct business; meet with ETS staff	Juneau	1,258
2/20/17	2/23/17	Conduct business; meet with ETS staff (cancelled trip)	Juneau	15
3/6/17	3/9/17	Conduct business; meet with ETS staff	Juneau	1,071
3/20/17	3/23/17	Conduct business; meet with ETS staff	Juneau	1,069
4/3/17	4/6/17	Conduct business; meet with ETS staff (cancelled trip)	Juneau	119
4/10/17	4/16/17	Attend Microsoft Cloud workshop; meet with ETS staff (personal deviation 4/13 - 4/15/17)	Juneau	1,085
4/18/17	4/19/17	Attend Technology Management Council meeting; attend Dell EMC meetings	Juneau	820
4/22/17	4/26/17	Attend National Association of State Chief Information Officers conference (trip cancelled)	Arlington, VA	18
4/24/17	4/28/17	Conduct business; meet with ETS staff	Juneau	1,504
5/15/17	5/19/17	Conduct business; meet with ETS staff; meet with Department of Administration Commissioner Sheldon Fisher for Office of Information Technology establishment	Juneau	1,537
TOTAL: JAMES STEELE				10,545

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		QUINLAN STEINER		
Position:		Division Director		
Organization:		Public Defender Agency		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/18/17	1/19/17	Attend Criminal Justice Working Group (CJWG) monthly meeting; attend legislative session for Senate Bill (SB) 54	Juneau	582
2/15/17	2/16/17	Attend CJWG monthly meeting; attend legislative session for SB 54	Juneau	570
2/22/17	2/23/17	Testify at legislative session for SB 54; meet with Department of Administration Commissioner Sheldon Fisher	Juneau	1,007
3/1/17		Testify at legislative session for SB 54	Juneau	632
3/30/17	3/31/17	Attend legislative session for SB 54	Juneau	888
10/29/17	11/6/17	Testify at legislative session for SB 54	Juneau	2,907
11/9/17	11/10/17	Testify at legislative session for SB 54	Juneau	936
TOTAL: QUINLAN STEINER				7,522

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		MARLA THOMPSON		
Position:		Division Director		
Organization:		Division of Motor Vehicles		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
2/2/17	2/5/17	Perform Division of Motor Vehicles (DMV) site visit to meet with staff (personal deviation 2/4-2/5/17 and employee paid for airfare)	Fairbanks	246
5/15/17	5/17/17	Perform DMV site visit to meet with staff	Juneau	1,038
5/21/17	5/25/17	Attend American Association of Motor Vehicle Administrators (AAMVA) Region IV conference (AAMVA paid for conference, airfare, partial meals, and lodging)	Seattle	111
5/31/17	6/2/17	Attend AAMVA State to State Governance committee meeting (AAMVA paid for conference, airfare and lodging, and reimbursed \$163 for ground transportation and per diem)	Arlington, VA	
8/20/17	8/23/17	Attend AAMVA International conference (AAMVA reimbursed \$2,464 for conference, airfare, meals, and lodging)	San Francisco, CA	101
11/8/17	11/9/17	Attend AAMVA State to State Board meeting (AAMVA paid for airfare and lodging, and reimbursed \$190 for baggage, ground transportation, and per diem)	Minneapolis, MN	
TOTAL: MARLA THOMPSON				1,496

**Schedule of Travel for Executive Positions
Calendar Year 2017**

Name:		WILLIAM VAJDA		
Position:		Chief Information Officer		
Organization:		Office of Information Technology		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/25/17	1/28/17	Move to Juneau	Juneau	1,538
3/1/17	3/4/17	Meet with Enterprise Technology (ETS) staff	Anchorage	1,043
4/22/17	4/26/17	Attend National Association of State Chief Information Officers conference (trip cancelled)	Arlington, VA	4
5/22/17	5/26/17	Meet with ETS staff; attend Office of Information Technology (OIT) meetings	Anchorage	1,760
6/19/17	6/22/17	Meet with ETS staff; attend OIT meetings	Anchorage	1,149
8/28/17	9/1/17	Conduct business; attend meetings with computer task group, Cisco, Oracle, Splunk, Gartner, Microsoft, NetApp, and World Wide Technology; attend Freedom of Information Act and records management meeting with Department of Law Attorney Alan Birnbaum	Anchorage	1,721
9/11/17	9/14/17	Attend Department of Homeland Security Counterintelligence Fundamentals course	Anchorage	1,267
9/30/17	10/5/17	Attend National Association of State Chief Information Officers (NASCIO) conference (NASCIO paid for hotel and ground transportation and reimbursed \$563 for airfare)	Austin, TX	325
10/24/17	10/26/17	Conduct Strategic Council meeting; conduct business	Anchorage	878
12/4/17		Meet with Department of Environmental Conservation Commission Larry Hartig and Department of Law Attorney General Jahna Lindemuth to provide an update on Administrative Order 284, the centralization of all telecommunication and information technology services through the establishment of OIT; present the service level commitments for fiscal year 2018	Anchorage	494
12/17/17	12/19/17	Attend Transitional Service Commitment meetings	Anchorage	1,084
TOTAL: WILLIAM VAJDA				11,263