

Department of Administration



**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		WHITNEY BREWSTER		
Position:		Division Director		
Organization:		Division of Motor Vehicles		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/10/10	1/13/10	Meet with Division of Motor Vehicles (DMV) staff to evaluate and discuss concerns regarding upcoming DMV issues	Soldotna	682
2/19/10		Meet with DMV staff to evaluate and discuss concerns regarding upcoming DMV issues	Seward	128
3/16/10		Attend hearing regarding House Bill 3 (trip cancelled)	Juneau	94
3/17/10		Attend DMV training day (trip cancelled)	Fairbanks	11
3/28/10	3/29/10	Attend hearing regarding House Bill 3	Juneau	850
4/12/10		Meet with Commissioner Kreitzer	Juneau	534
6/28/10	7/2/10	Attend American Association of Motor Vehicle Administrators (AAMVA) 2010 Region IV conference (airfare and lodging paid directly by AAMVA)	Boise, ID	454
8/6/10	8/7/10	Review procedures with Soldotna DMV staff; evaluate Homer office in preparation for potential move	Soldotna; Homer	347
8/25/10	8/27/10	Attend the Insurance Industry committee on Motor Vehicle Administrations' meeting concerning incorporating electronic insurance verification	Reno, NV	961
8/27/10	9/1/10	Attend 2010 AAMVA International conference (airfare and lodging paid directly by AAMVA)	Saint John, NB	498
9/19/10	9/22/10	Attend 2010 AAMVA New Administrators' seminar (airfare and lodging paid directly by AAMVA)	Arlington, VA	221
TOTAL: WHITNEY BREWSTER				4,780

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		KEVIN BROOKS		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
7/23/10	7/24/10	Meet with Division of General Services staff regarding several issues; meet with Department of Corrections staff regarding building space allocation issues	Anchorage; Palmer	613
9/16/10		Attend Palmer State Office Building ribbon cutting	Palmer	619
12/1/10	12/3/10	Attend Alaska Retirement and Management Board meeting	Anchorage; Palmer	742
TOTAL: KEVIN BROOKS				1,974

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		JOHN CRAMER		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip		
Begin	End	Destination	Travel Total	
12/5/10	12/7/10	Juneau	261	
12/13/10	12/16/10	Juneau	1,370	
			TOTAL: JOHN CRAMER	
			1,631	

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		ANAND DUBEY		
Position:		Division Director		
Organization:		Enterprise Technology Services		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
2/8/10	2/12/10	Perform administrative duties; testify in front of State Finance committee	Juneau	1,542
2/23/10	2/25/10	Attend Senate Finance hearings	Juneau	1,078
3/15/10	3/19/10	Work in Juneau; attend the Computer Associates Service Management meetings	Juneau	1,292
3/30/10	4/2/10	Attend service management meetings; perform internal Enterprise Technology Services business	Juneau	1,148
4/12/10		Attend service management meetings; perform director administrative duties	Juneau	398
4/27/10	5/1/10	Attend National Association of State Chief Information Officer's (NASCIO) mid-year conference (NASCIO paid travel expenses of \$500)	Baltimore, MD	1,157
8/27/10	9/2/10	Meet with University of Anchorage Alaska officials; meet with staff	Anchorage; Fairbanks	663
9/24/10	9/30/10	Attend NASCIO conference (NASCIO paid travel expenses of \$500)	Miami, FL	1,522
TOTAL: ANAND DUBEY				8,800

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		KIM GARNERO		
Position:		Division Director		
Organization:		Division of Finance		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
3/22/10	3/27/10	Attend National Association of State Comptrollers annual conference	Des Moines, IA	2,099
8/6/10	8/12/10	Attend National Association of State Auditors, Comptrollers, and Treasurers annual conference (reimbursed \$1,000 from National Association of State Auditors, Comptrollers, and Treasurers)	Charleston, WV	1,835
TOTAL: KIM GARNERO				3,934

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		VERN JONES		
Position:		Chief Procurement Officer		
Organization:		Division of General Services		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/19/10	1/20/10	Conduct procurement training for State of Alaska employees	Anchorage	788
2/7/10	2/12/10	Attend the Western States Contracting Alliance (WSCA) 2010 Best Value Conference (WSCA paid travel expenses and reimbursed the State \$898 for meals and ground transportation)	Phoenix, AZ	
2/12/10		Facilitate a meeting between Department of Health and Social Services management and protesting vendors on the electronic health information exchange procurement	Anchorage	605
2/16/10	2/17/10	Conduct procurement training for State of Alaska employees	Anchorage	262
4/18/10	4/21/10	Attend the National Association of State Procurement Officials (NASPO) How to Market to State Governments meeting and NASPO board meeting (NASPO paid travel expenses and reimbursed the State \$306 for meals and ground transportation)	San Francisco, CA	
4/27/10		Attend University of Alaska system management meeting to discuss the state's travel program and travel-related contracts	Fairbanks	494
5/11/10	5/12/10	Conduct procurement training for State of Alaska employees	Anchorage	682
5/17/10		Conduct procurement training for State of Alaska employees	Anchorage	482
6/6/10	6/8/10	Attend WSCA board of director's meeting (WSCA paid travel expenses and reimbursed the State \$209 for meals and ground transportation)	Boise, ID	
8/21/10	8/27/10	Attend WSCA conference and Board of Director's meeting (WSCA paid travel expenses and reimbursed the state \$418 for meals and ground transportation)	Washington, D.C.	
9/14/10	9/16/10	Conduct procurement training for State of Alaska employees	Anchorage	998
10/11/10	10/13/10	Conduct procurement training for State of Alaska employees	Anchorage	1,026
10/17/10	10/24/10	Attend NASPO Board of Director's meeting (NASPO paid travel expenses and reimbursed the State \$109 for meals and ground transportation)	Denver, CO	
11/17/10		Conduct procurement training for State of Alaska employees	Anchorage	484
12/9/10	12/10/10	Attend meeting to finalize negotiations with Alaska Airlines	Seattle	592
12/14/10	12/15/10	Conduct procurement training for State of Alaska employees	Anchorage	760
TOTAL: VERN JONES				7,173

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		SCOTT JORDAN		
Position:		Division Director		
Organization:		Division of Risk Management		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
6/11/10	6/13/10	Meet with Global Aerospace staff; tour Ted Stevens International Airport	Anchorage	472
7/17/10	7/19/10	Provide training class to General Services contracting and leasing staff	Anchorage	467
8/31/10		Attend workers compensation mediation for permanent and total disability	Anchorage	467
10/13/10		Meet with Harbor Adjustment Services staff and State of Alaska Department of Law staff on workers compensation mediation for permanent and total disability	Anchorage	612
TOTAL: SCOTT JORDAN				2,018

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:	ANNETTE KREITZER
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								
1/11/10	1/12/10	Attend Cabinet meeting; meet with Division of Motor Vehicle (DMV) staff; meet with Public Defender Agency (PDA) staff; work in Anchorage office; attend Executive Working Group meeting	Anchorage; Kenai		770	104	99	21	994
3/5/10		Convene Enterprise Technology Services (ETS) State of Alaska Telecommunication System meeting	Anchorage		586	60		11	657
3/31/10		Speak at March Against Domestic Violence and Sexual Assault on behalf of Governor Parnell; meet with PDA staff; meet with DMV staff	Sitka		421			11	432
4/21/10	4/23/10	Attend Alaska Retirement Management Board (ARMB) meeting; attend Alaska Land and Mobile Radio (ALMR) Executive Council meeting; meet with Information Technology security consultant; work in Anchorage office (\$1,000 reimbursed by Department of Revenue (DOR) for ARMB meeting)	Anchorage			28			28
4/27/10	4/28/10	Attend Alaska Shield, Vigilant Guard, Arctic Edge 2010 distinguished visitors day training (trip cancelled)	Anchorage					15	15
5/5/10	5/7/10	Attend Denali Awards presentation; address ALMR user council; meet with Affirmative Action Plan (AAP) drafter; work in Anchorage office	Anchorage		665	180	170	22	1,037
5/17/10	5/18/10	Attend ETS meetings; meet with Alaska Public Offices Commission staff; attend funeral for Governor Walter Hickel; work in Anchorage office	Anchorage		622	120	224	11	977
6/10/10	6/11/10	Attend ARMB meeting; meet with Office of Public Advocacy staff; meet with AAP drafter; meet with Wells Fargo Insurance Services (WFIS) representative; work in Anchorage office (\$661 reimbursed by DOR for ARMB meeting)	Anchorage		40	28	181		249
6/25/10		Attend ARMB meeting (\$653 reimbursed by DOR for ARMB meeting)	Anchorage						-
7/15/10	7/17/10	Attend ALMR Executive Council meeting; work in Anchorage office; conduct staff evaluations; meet with division staff; attend governor's Anchorage picnic	Anchorage		669	148	398	22	1,237

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:	ANNETTE KREITZER
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								
7/23/10	7/25/10	Meet with AAP drafter; review Information Security Policies with staff; work in Anchorage office; attend governor's Palmer and Fairbanks picnics (Fairbanks trip cancelled)	Anchorage; Palmer		639	132	362	30	1,163
8/14/10	8/18/10	Attend National Association of State Chief Administrators (NASCA) Institute (\$4,441 paid by NASCA)	Atlanta, GA			216			216
9/16/10	9/17/10	Attend Palmer State Office Building ribbon cutting ceremony; attend ALMR Executive Council meeting (trip cancelled)	Anchorage; Palmer					22	22
9/22/10	9/24/10	Attend ARMB meeting (\$1,015 reimbursed by DOR)	Fairbanks						-
10/6/10	10/13/10	Attend ARMB Educational conference (\$2,194 reimbursed by DOR)	New York						-
10/18/10	10/23/10	Attend ALMR annual user council training conference; attend Alaska Federation of Natives annual convention; meet with DOA staff in various divisions; meet with WFIS and Alaska Regional Hospital representatives; attend Cabinet meeting; meet with legislators	Anchorage; Fairbanks		948	300	336	20	1,604
12/1/10	12/3/10	Attend ARMB meeting; meet with division staff (\$459 reimbursed by DOR for ARMB meeting)	Anchorage		542	60			602
TOTALS: ANNETTE KREITZER				-	5,902	1,376	1,770	185	9,233

M & IE column contains meals and incidental allowance

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

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		RACHEL LEVITT		
Position:		Division Director		
Organization:		Office of Public Advocacy		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
2/4/10		Meet with legislators	Juneau	583
2/10/10		Meet with legislators (trip cancelled)	Juneau	11
3/19/10		Attend local bar association meeting to recruit new attorneys for private court appointed work (traveler claimed no per diem or mileage)	Kenai	
4/7/10		Attend child abuse awareness rally	Juneau	569
4/12/10	4/13/10	Wrap up legislative issues	Juneau	623
6/24/10		Visit Office of Public Advocacy	Fairbanks	349
11/1/10		Attend swearing in ceremony of new court appointed special advocate volunteers	Bethel	425
TOTAL: RACHEL LEVITT				2,560

**Schedule of Travel for Executive Positions
Calendar Year 2010**

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 2010**

Name:		NICKI NEAL		
Position:		Division Director		
Organization:		Division of Personnel and Labor Relations		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/5/10	1/7/10	Attend Personnel Board meeting; work in Anchorage office	Anchorage	940
1/12/10		Attend the Executive Working Group meeting	Anchorage	675
1/28/10	1/31/10	Attend the National Association of State Personnel Executives mid year annual meeting	Washington, D.C.	1,800
3/16/10	3/18/10	Conduct interviews for Human Resource Manager position; meet with Anchorage staff	Anchorage	744
4/26/10	4/27/10	Attend mediation	Anchorage	783
5/10/10	5/13/10	Attend trial; work in Anchorage office	Anchorage	1,280
5/17/10	5/19/10	Attend trial; work in Anchorage office	Anchorage	1,176
6/4/10		Attend the Personnel Board meeting	Anchorage	510
6/13/10	6/15/10	Attend trial; work in Anchorage office	Anchorage	965
7/21/10	7/28/10	Attend the 2010 National Association of State Personnel Executives annual meeting	Atlanta, GA	2,552
9/2/10		Conduct presentations for Alaska Statewide System for Employee Time and call center help desk functions	Anchorage	556
9/12/10	9/17/10	Visit call centers	Harrisburg, PA; Lansing, MI	2,955
10/5/10	10/7/10	Attend the State Officers Compensation Committee (SOCC) hearing; attend Personnel Board meeting	Anchorage	962
10/23/10	10/29/10	Attend Strategic Workforce Planning for Government seminar	Arlington, VA	5,400
12/7/10		Attend SOCC hearing	Anchorage	661
12/20/10	12/21/10	Meet with staff member	Anchorage	838
TOTAL: NICKI NEAL				22,797

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		RACHAEL PETRO		
Position:		Deputy Commissioner		
Organization:		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/25/10	1/26/10	Attend Alaska Land and Mobile Radio House State Affairs briefing; meet with Division of Retirement and Benefits (DRB) staff regarding various issues; work in Juneau office	Juneau	864
2/23/10	2/26/10	Attend Alaska Retirement Management Board (ARMB) meeting; attend Alaska Public Offices Commission meetings; attend legislative meetings; meet with DRB staff; meet with Enterprise Technology Services (ETS) staff	Juneau	898
4/12/10	4/14/10	Meet with DRB staff; meet with ETS staff; work in Juneau office	Juneau	752
6/1/10		Attend Alaska Municipal League meeting; attend DRB Denali Awards presentation	Juneau	577
9/23/10	9/24/10	Attend ARMB meeting	Fairbanks	593
10/6/10	10/8/10	Attend ETS Review Team meeting; attend DRB meetings; work in Juneau office	Juneau	1,008
10/29/10		Attend Enterprise Investment Board meeting (trip cancelled)	Juneau	20
TOTAL: RACHAEL PETRO				4,712

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		PATRICK SHIER		
Position:		Division Director		
Organization:		Division of Retirement and Benefits		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/12/10	1/13/10	Attend State Board of Education meeting (Department of Education and Early Development (DEED) paid travel expenses of \$723)	Anchorage	
4/21/10	4/23/10	Attend Alaska Retirement Management Board (ARMB) meeting	Anchorage	876
4/27/10	4/29/10	Meet with Alaska Regional Hospital preferred providers; attend the Third Party Administrator (Wells Fargo) quarterly meeting	Anchorage	774
5/5/10	5/7/10	Attend an onsite visit between Great West division's record keeper and the State's Department of Revenue, Treasury Division representatives; meet with Buck Consultants, who provide actuary services and consultation services for health benefits	Denver, CO	668
5/21/10	5/23/10	Attend health fair at Anchorage Regional Hospital	Anchorage	799
6/1/10		Meet and work with Anchorage office staff	Anchorage	409
6/23/10	6/25/10	Attend ARMB meeting	Anchorage	1,253
7/8/10		Meet with Wells Fargo administrator; meet with Alaska Heart Institute chief operating officer	Anchorage	642
8/2/10	8/4/10	Attend Third Party Administrator (Wells Fargo) quarterly meeting; attend meeting with Wellness Initiatives Network for Alaska	Anchorage	878
8/8/10	8/10/10	Attend National Association of State Retirement Administrators conference (trip cancelled; paid conference and State Travel Office fee)	Seattle	861
8/29/10	8/30/10	Attend International Foundation of Employment Benefit Plans conference on health care reform	Seattle	1,050
9/8/10	9/10/10	Attend State Board of Education meeting (DEED paid travel expenses of \$1,026)	Anchorage	
9/21/10	9/24/10	Attend the Alaska Retirement Management Audit committee and ARMB meetings; tour the Disaster Recovery Planning Super Computing environment	Fairbanks	886
11/8/10	11/12/10	Attend Third Party Administrator (Wells Fargo) quarterly meeting; tour Costco medication warehouse (trip cancelled)	Newport Beach, CA	15
12/1/10	12/3/10	Attend ARMB meeting	Anchorage	958
12/9/10		Speak at the Alaska School Business Officials conference; attend Alaska Heart Institute meeting	Anchorage	341
TOTAL: PATRICK SHIER				10,410

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		QUINLAN STEINER		
Position:		Division Director		
Organization:		Public Defender Agency		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
3/25/10	3/26/10	Attend Criminal Justice Working Group meeting; testify before the legislature	Juneau	677
3/31/10		Meet with Department of Administration (DOA) commissioner and members of the Alaska legislature	Juneau	647
4/2/10		Testify in committee and legislature	Juneau	632
4/12/10	4/13/10	Meet with DOA commissioner and other department staff	Juneau	768
10/6/10	10/8/10	Attend the 2010 Public Defender Agency and Office of Public Advocacy annual conference (traveler did not claim meals or	Girdwood	109
11/2/10	11/5/10	Attend the 2010 Annual Criminal Defense conference	Milwaukee, WI	1,532
TOTAL: QUINLAN STEINER				4,365

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		ERIC SWANSON		
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: ERIC SWANSON				-

**Schedule of Travel for Executive Positions
Calendar Year 2010**

Name:		BRAD THOMPSON		
Position:		Division Director		
Organization:		Division of Risk Management		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
2/2/10	2/4/10	Attend Alaska Marine Highway System engine claims settlement conference	Seattle	424
2/11/10		Meet with state property broker to plan 2011 excess placements; meet with Department of Law; the risk manager for the Alaska Railroad; and the University of Alaska Risk Services staff (travel purchased with miles)	Anchorage	154
TOTAL: BRAD THOMPSON				578