

Department of Administration



Schedule of Travel for Executive Positions
 Calendar Year 2024

Name:		STEPHANIE ALLISON		
Position:		Division Director		
Organization:		Division of Finance		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
5/2/24	5/3/24	Executive Branch/Department Related Travel	Anchorage	690
10/19/24	10/23/24	Trip Cancelled	Saint Louis, MO	5
TOTAL: STEPHANIE ALLISON				695

**Schedule of Travel for Executive Positions
Calendar Year 2024**

Name:		ERIC DEMOULIN		
Position:		Division Director		
Organization:		Division of Administrative Services		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
7/8/24	7/10/24	Board/Commission/Council Related Travel	Anchorage	1,284
10/19/24	10/23/24	Conference/Training Related Travel	Saint Louis, MO	1,669
11/19/24	11/20/24	Executive Branch/Department Related Travel	Anchorage	930
12/16/24	12/19/24	Executive Branch/Department Related Travel	Anchorage	1,176
TOTAL: ERIC DEMOULIN				5,059

Schedule of Travel for Executive Positions
Calendar Year 2024

<div> <div>Name:</div> <div>Position:</div> <div>Organization:</div> </div>		AJAY DESAI		
		Division Director		
		Division of Retirement and Benefits		
		Department of Administration		
<div> <div>Dates Traveled</div> <div>BeginEnd</div> </div>		Purpose of Trip	Destination	Travel Total
6/10/24	6/13/24	Board/Commission/Council Related Travel	Anchorage	1,743
TOTAL: AJAY DESAI				1,743

Schedule of Travel for Executive Positions
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Name: Position: Organization:		DAVID DONLEY		
		Deputy Commissioner		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
5/13/24	5/17/24	Conference/Training Related Travel	Atlanta, GA	3,018
9/23/24	9/29/24	Conference/Training Related Travel	Charleston, SC	3,010
TOTAL: DAVID DONLEY				6,028

Schedule of Travel for Executive Positions
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Name: Position: Organization:		BRAD EWING		
		Division Director		
		Shared Services of Alaska		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
9/7/24	9/10/24	Conference/Training Related Travel	Indianapolis, IN	-
TOTAL: BRAD EWING				
				-

Schedule of Travel for Executive Positions Calendar Year 2024

Name:		TERRENCE HAAS		
Position:		Division Director		
Organization:		Public Defender Agency		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/8/24	1/10/24	Trip Cancelled	Fairbanks	30
1/15/24	1/18/24	Trip Cancelled	Juneau; Sitka; Ketchikan	345
1/16/24	1/19/24	Executive Branch/Department Related Travel	Juneau; Sitka; Ketchikan	2,061
1/22/24	1/23/24	Executive Branch/Department Related Travel	Fairbanks	654
1/31/24	2/5/24	Trip Cancelled	Bethel	17
2/12/24	2/18/24	Executive Branch/Department Related Travel	Juneau	2,281
2/29/24	3/9/24	Executive Branch/Department Related Travel	Juneau	1,149
4/5/24	4/14/24	Trip Cancelled	Bethel	17
4/8/24	4/11/24	Executive Branch/Department Related Travel	Bethel	776
5/7/24	5/10/24	Executive Branch/Department Related Travel	Juneau	1,829
5/27/24	5/28/24	Executive Branch/Department Related Travel	Bethel	678
6/24/24	6/29/24	Executive Branch/Department Related Travel	Juneau; Ketchikan	2,326
6/30/24	7/9/24	Executive Branch/Department Related Travel	Bethel	1,237
7/17/24	7/19/24	Executive Branch/Department Related Travel	Ketchikan; Klawock	1,878
10/29/24		Move/Relocation Related Travel	Anchorage	25,790
TOTAL: TERRENCE HAAS				41,068

Schedule of Travel for Executive Positions Calendar Year 2024

Name:		LESLIE ISAACS		
Position:		Division Director		
Organization:		Division of Administrative Services		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/8/24	1/10/24	Legislative Related Travel	Juneau	1,559
1/18/24	1/20/24	Legislative Related Travel	Juneau	1,534
1/25/24	1/27/24	Legislative Related Travel	Juneau	1,681
1/31/24	2/3/24	Legislative Related Travel	Juneau	1,954
2/8/24	2/9/24	Legislative Related Travel	Juneau	1,261
2/12/24	2/16/24	Legislative Related Travel	Juneau	2,712
2/19/24	2/23/24	Legislative Related Travel	Juneau	2,703
TOTAL: LESLIE ISAACS				13,404

**Schedule of Travel for Executive Positions
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Name:		TRACY MEARS		
Position:		Division Director		
Organization:		Division of Risk Management		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/22/24	1/26/24	Executive Branch/Department Related Travel	Juneau	1,764
3/4/24	3/8/24	Executive Branch/Department Related Travel	Juneau	2,031
6/2/24	6/7/24	Executive Branch/Department Related Travel	Juneau	2,452
7/29/24	8/2/24	Executive Branch/Department Related Travel	Juneau	2,421
9/7/24	9/12/24	Conference/Training Related Travel	Denver, CO	3,064
12/5/24		Executive Branch/Department Related Travel	Juneau	457
TOTAL: TRACY MEARS				12,189

Schedule of Travel for Executive Positions
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Name: Position: Organization:		JEFFREY SCHMITZ		
		Division Director		
		Division of Motor Vehicles		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
5/18/24	5/25/24	Board/Commission/Council Related Travel	Gdansk, Poland	-
TOTAL: JEFFREY SCHMITZ				-

Schedule of Travel for Executive Positions Calendar Year 2024

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			
1/25/24	1/28/24	Conference/Training Related Travel	Washington, D.C.	979
4/23/24	4/26/24	Conference/Training Related Travel	Washington, D.C.	98
6/18/24	6/20/24	Executive Branch/Department Related Travel	Anchorage	1,718
7/13/24	7/17/24	Conference/Training Related Travel	Chicago, IL	633
8/14/24	8/16/24	Executive Branch/Department Related Travel	Anchorage	1,310
9/16/24	9/17/24	Conference/Training Related Travel	Anchorage	799
9/23/24		Board/Commission/Council Related Travel	Anchorage	505
12/10/24	12/11/24	Executive Branch/Department Related Travel	Anchorage	772
12/16/24	12/17/24	Board/Commission/Council Related Travel	Anchorage	826
TOTAL: KATHERINE SHEEHAN				7,640

Schedule of Travel for Executive Positions

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Name:		WILLIAM SMITH		
Position:		State Chief Information Officer		
Organization:		Office of Information Technology		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
1/31/24	2/1/24	Executive Branch/Department Related Travel	Juneau	947
2/12/24	2/16/24	Executive Branch/Department Related Travel	Juneau	2,421
2/26/24	3/1/24	Executive Branch/Department Related Travel	Juneau	2,696
3/4/24	3/8/24	Executive Branch/Department Related Travel	Juneau	2,366
3/13/24	3/14/24	Conference/Training Related Travel	Redmond, WA	2,477
3/15/24	3/21/24	Trip Cancelled	Washington, D.C.	12
3/15/24	3/21/24	Conference/Training Related Travel	Washington, D.C.	2,884
4/27/24	5/1/24	Conference/Training Related Travel	National Harbor, MD	-
9/3/24	9/5/24	Executive Branch/Department Related Travel	Juneau	1,210
9/10/24	9/12/24	Executive Branch/Department Related Travel	Juneau	1,203
TOTAL: WILLIAM SMITH				16,216

Schedule of Travel for Executive Positions
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Name:		JAMES STINSON		
Position:		Division Director		
Organization:		Office of Public Advocacy		
		Department of Administration		
Dates Traveled		Purpose of Trip	Destination	Travel Total
Begin	End			
2/19/24	2/21/24	Legislative Related Travel	Juneau	1,293
2/25/24	2/28/24	Legislative Related Travel	Juneau	1,757
TOTAL: JAMES STINSON				3,050

**Schedule of Travel for Executive Positions
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Name:		PAULA VRANA							
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
1/4/24	1/5/24	Department Related Travel	Juneau		618	45	189	44	896
1/25/24	1/26/24	Department Related Travel	Juneau		691	45	215	70	1,021
1/29/24	1/30/24	Department Related Travel	Juneau		163	45	309	41	558
2/1/24		Department Related Travel	Juneau		432	45		41	518
2/12/24	2/16/24	Department Related Travel	Juneau		739	270	1,150	41	2,200
2/19/25	2/22/25	Department Related Travel	Juneau		936	150	139	54	1,279
3/5/24	3/7/24	Department Related Travel	Juneau		787	150	794	71	1,802
3/12/24	3/14/24	Department Related Travel	Juneau		101	150	716	37	1,004
3/20/24	3/22/24	Department Related Travel	Juneau		679	150	839	37	1,705
4/2/24	4/4/24	Department Related Travel	Juneau		734	150	625	37	1,546
5/1/24	5/3/24	Department Related Travel	Juneau		729	150	624	61	1,564
5/10/24		Department Related Travel	Juneau		653	45		62	760
5/13/24	5/17/24	Conference/Training Related Travel	Charleston, SC		1,371	270	510	23	2,174
8/22/24	8/23/24	Department Related Travel	Juneau		713	90	753	33	1,589
9/10/24	9/12/24	Department Related Travel	Juneau		638	150	535	33	1,356
9/16/24	9/19/24	Department Related Travel	Fairbanks		743	210	612	5	1,570
9/23/24	9/26/24	Conference/Training Related Travel	Saint Paul, MN		1,198	210	657	5	2,070

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Name:		PAULA VRANA							
		Commissioner							
		Department of Administration							
Dates Traveled		Purpose of Trip	Destination	Conference Fees	Transportation Costs	M & IE	Lodging Expenses	Other Expenses	Travel Total
Begin	End								
12/9/24	12/14/24	Department Related Travel	Juneau		520	330	903	37	1,790
TOTALS: PAULA VRANA									
				-	12,445	2,655	9,570	732	25,402

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