



State of Idaho  
Division of Occupational and Professional Licenses  
Outfitters and Guides Licensing Board

**BRAD LITTLE**  
Governor  
**RUSSELL BARRON**  
Administrator

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**Board Meeting Minutes of 12/6/2023**

**Board Members Present:** Brad Compton - Chair  
Tammy Overacker  
Dennis Skinner  
Louise Stark  
Erik Weiseth

**Division Staff:** John Price, Executive Officer  
Greg Loos, General Counsel  
Zac Clifford, OGLB Program Coordinator  
Allegra Earl, Licensing Supervisor  
Skip Liddle, Investigation Supervisor  
Christian Runnalls, Board Support Specialist  
Sarina Criswell, Board Support Specialist

**Others Present:** Eric Nelson, Board Prosecutor

The meeting was called to order at 9:00 AM by Brad Compton.

**Approval of Minutes**

A motion was made and seconded to approve the amended 10/5/2023 minutes. The motion carried unanimously.

**PUBLIC COMMENT**

Aaron Lieberman, Idaho Outfitters and Guides Association (IOGA) Executive Director, stated the Association's opposition to the biennial guide license renewal and informed the Board that the Association will codify a request for a waiver of the rule. He also reminded the Board of its commitment to create a working group to address the SA7C river section in Rule 259.

Jeff Bitton, IOGA President, stated that he wants Division staff to better communicate to hunting outfitters what their designated tags are for the year.

**BOARD BUSINESS**

**IDFG Update:** Rick Ward, Idaho Department Fish and Game (IDFG), gave updates on new IDFG rule changes to tag allocation, Chronic Waste Disease in Idaho, December 1<sup>st</sup> tag sales, the management plan for lion and black bear, and stated that they are reviewing the elk management plan.

**Sawtooth National Forest Outfitter-Guide Management Plan Update:** Susan James, US Forest Service, presented the land-based outfitter and guide management plan for the Sawtooth National Forest. She stated that the plan provides consistency in how proposals are processed and clarified how use days are allocated through the service day, temporary use, and priority use pools.

**Plans for Hardship Request re:2023 Use:** Mr. Clifford provided an update on the plan for use verification and hardship requests coming up in January. He will include the same information in the Winter Newsletter and post the due date on the website.

**Work Plan Update:** Mr. Price presented the current draft of the new work plan. He discussed working with the Board to finalize the work plan which will be a quarterly meeting agenda item.

**Non-Use Discussion:** Mr. Price stated that non-use will be reviewed after the new licensing system is complete because it is being designed to efficiently review outfitter use.

**Licensing Requirements Discussion:** The Board discussed a rental company that is required by its municipality to hold an outfitter license. Mr. Loos clarified that the municipality requirement is not in conflict with the Board statute. Mr. Price stated that DOPL staff will reach out to the municipality to request that it consider removing the licensure requirement. The Board stated that it will consider a rule change if the municipality does not agree to discontinue the requirement.

**Licensure Consolidation:** Mr. Clifford provided an update stating that he is still working on contacting all of the land managers to identify if there will be any issues with licensure consolidations.

**Minor/Major Amendments – Adding Designated Agents:** A motion was made and seconded to make adding a designated agent a minor amendment to a license. The motion carried unanimously.

**Delegated Authority to Close Expungement Requests:** A motion was made and seconded to delegate authority to Division staff to close expungement requests that fall under Idaho Code § 67-1413(3). The motion carried unanimously.

**Biennial Licensure/ Renewal Fees:** Mr. Price stated that the Division is researching how biennial license renewals will impact licensees and preparing education for licensees about the upcoming renewal changes. He stated that the Division has until 2028 to implement this change and that this will be one of the last boards to implement biennial renewals.

**Whitewater Park Update:** Mr. Loos updated the Board on his communications with Mr. Bass and the Attorney General's office regarding the City of Boise's handling of the Boise River; he stated that the Board does not have jurisdiction over disputes between licensees and land managers or other governmental entities.

**Jurisprudence Examination:** Mr. Loos informed the board that Idaho Code 67-9409(4) states "A licensing authority shall not establish a jurisprudence examination to demonstrate competence to practice in Idaho."

A motion was made and seconded to delegate authority to Division staff to replace the Jurisprudence exam with an attestation on the application. The motion carried with one dissenting vote.

**Updated Forms Review:** Mr. Clifford presented changes made to several of the forms available on the Board's website. He stated that most changes updated the forms to a consistent template without making major changes to the content. The Board provided additional direction on changes to the forms and delegated two Board members to continue working with staff on further updates before finalizing the forms.

**OASIS Update:** Mr. Price gave an update on the development status and schedule of OASIS, the new licensing system.

**MOU Update:** Mr. Price gave an update on the meeting schedule with the Forest Service and BLM to discuss MOUs.

**Rule Change Topics for 2025 Sessions:** The Board discussed topics for possible rule changes in 2025.

**Licensing Report:** Ms. Earl presented the licensing report.

**Licensure – Review of Applications:** A motion was made and seconded to approve Crane Creek Outfitters' application pending minor changes to the application. The motion carried unanimously.

#### **DIVISION BUSINESS**

**Executive Agency Legislation:** Mr. Price explained that the Division has put forth executive agency legislation for the 2024 Legislative Session that would change renewals from an annual renewal to a biennial renewal with the expiration date remaining as the licensee's birthdate.

**Luma Update:** Mr. Price provided background information regarding an email that was sent to all DOPL Board members regarding the new Luma system.

**Financial Update:** Mr. Price informed the Board that an updated financial report was unavailable due to complications with the new Luma system.

**Enforcement Update:** Mr. Price introduced Kevin Steiner and explained his role in enforcement.

#### **Executive Session**

A motion was made and seconded to enter executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law, Idaho Code § 74-106(9). The purpose of the executive session was to discuss documents relating to the fitness of a licensee to obtain or retain a license or registration. The vote was: Mr. Skinner, aye; Mr. Weiseth, aye; Ms. Overacker, aye; Ms. Stark, aye; and Mr. Compton, aye. The motion carried unanimously.

A motion was made and seconded to exit executive session. The motion carried unanimously. No decisions were made in executive session.

#### **Discipline**

A motion was made and seconded to close case numbers I-OGB-2023-11, I-OGB-2024-5, I-OGB-2024-6, I-OGB-2024-8, I-OGB-2024-9, and I-OGB-2024-19. The motion carried unanimously.

A motion was made and seconded to close case number I-OGB-2024-16 with an advisory letter. The motion carried unanimously.

A motion was made and seconded to negotiate a stipulation and consent order in case numbers I-OGB-2024-17, I-OGB-2024-18, and I-OGB-2024-20 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

A motion was made and seconded to allow the Board prosecutor to negotiate a Consent Order in case number I-OGB-2024-7 and to allow the Board chair to sign on behalf of the Board. The motion carried unanimously.

#### **Adjourn**

There being no further business, the meeting was adjourned at 5:03 PM.

The next meeting is on 02/29/2024.