



**The Alaska Department of Fish and Game
welcomes you to the
2014 WAFWA-AOW/CBMA Joint Workshop**

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September 7-10, 2014 Juneau, Alaska

Final Report



**Western Association of Fish and Wildlife Agencies –
Administrative Officers Workshop (WAFWA-AOW)
and
Conservation Business Managers Association (CBMA)**

**Joint Workshop held September 7 – 10, 2014
in Juneau, Alaska**

Executive Summary

The 2014 WAFWA-AOW/CBMA Joint Workshop was held September 7 – 10, 2014 at the Baranof Hotel in Juneau, Alaska. There were 99 attendees from the following states:

Alaska	Nevada
Arizona	New Mexico
Arkansas	North Dakota
Florida	Ohio
Idaho	Oklahoma
Kansas	Pennsylvania
Michigan	South Dakota
Minnesota	Utah
Missouri	Washington
Montana	Wisconsin
Nebraska	Wyoming

The meeting opened with keynote speaker Martin Buser, four-time Iditarod Champion, “You’re Only As Fast As Your Slowest Dog: Elevating the Entire Team for Maximum Performance.” The attendees then chose two breakout sessions to attend from the following topics: “FaceTime, Selfies, and Hashtags: Motivating and Communicating with Millennials,” “Coaching for Success,” “Maximizing License Revenues,” and unfortunately due to a family emergency the following breakout session was cancelled, “Effective Communication – The Human Connection.” The attendees spoke highly of the keynote speaker address and found the breakout sessions very beneficial.

Monday afternoon, Tuesday and Wednesday mornings were sessions for the following panels: Accounting and Audit, Administration and Budget, Information Technology, Human Resources, Licensing, and Procurement.

The business meeting was held Wednesday morning. Two representatives from WAFWA states, AK and OK, and one representative from a CBMA state, MI, agreed to develop a schedule for the host /co-host states for the 2020 – 2024 conferences. The Administration and Budget panel discussed their development of a new annual report format for the WAFWA states. It was also decided to post more information on the fwao.org web site so information

is not lost. The 2014 panel highlights are posted on the web site along with the past/future host states, and a quick summary of what is expected of the host/co-host state along with the past three WAFWA final reports.

During the Closing Session Wednesday morning, each panel gave a synopsis of their discussions. Highlights include: Administration and Budget panel met jointly with Accounting and Audit panel to hear Steve Barton, USFWS, discuss the recent trends for PR/DJ and SWG along with changes to 2 CFR 200. Human Resources discussed workforce planning, the online hiring system, NEOGOV, and Wyoming’s Pay for Performance model. The Information Technology (IT) panel discussed in-source vs. out-source systems, recruitment, and software as a service (SAS). IT met jointly with the Licensing Panel to discuss distinctions between Native and Web applications, and POS systems. The Licensing panel discussion centered on electronic licensing, and also discussed 365 day licensing, sales trend analysis, non-consuming customers and marketing initiatives. Procurement discussed E-procurement systems, differences on procurement methods, and discussion on inefficiencies vs efficiencies.

New Mexico, as the next host state, welcomed the attendees to the 2015 conference to be held September 29 – October 2 in Albuquerque.

WAFWA-AOW 2014 Budget

Revenue	
Beginning Cash Balance	\$33,196.23
Registration Fees	21,323.20
Vendor Fees/Donations	<u>13,500.00</u>
Total Revenues	\$68,019.43
Expenses	
Food/AV/Program/Tour	\$(28,550.00)
Business Operations	(5,186.68)
Speakers	(4,200.00)
Hospitality	<u>(1,100.00)</u>
Total Expenses	\$(39,036.68)
Ending Balance to NM	\$28,982.75