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**Organizational Change Approval Document
AK940, Division of Lands and Cadastral, Alaska State Office**

A. Description of Proposed Change

The Alaska State Office, Division of Lands and Cadastral, will incorporate the Branch of Pipeline Monitoring (BPM) within the Branch of Lands and Realty. The reorganized Branch of Lands and Realty will consist of a single Branch Chief/Deputy Authorized Officer, and three subordinate section chiefs.

Provided below are 1) a summary of personnel actions per this reorganization, and 2) the personnel structure for the reorganized AK941000 – Lands and Realty Branch

1) A summary of the organizational changes and requested personnel actions are as follows:

- Realign the current AK943000 (BPM) Branch Chief and Deputy AO (Vacant, GS-0301-14) position under AK941000.
 - GS-14 position will serve as Branch Chief for the reorganized AK941, and will report directly to DSD AK940.
 - New position title: “Branch Chief and Deputy Authorized Officer; Lands, Realty and Trans-Alaska Pipeline System.”
 - Position will utilize the following classified Position Description (PD): *AK940000-0007283, Supervisory Lands & Realty-Oil and Gas Specialist*. Note: PD’s organization code should read ‘AK941000’.
- Realign the current AK943000 (BPM) Program Analyst (Houston, GS-0343-12) under AK941000.
 - Position reports directly to AK941 Branch Chief.
- Establish AK941200 as the “Lands and Realty Section.”
 - Realign the following positions under this new Lands and Realty Section (AK941200):
 - The current AK94100 Branch Chief (Mushovic, GS-13)
 - Position becomes the Section Chief for the newly established AK941200; and reports directly to AK941 Branch Chief.
 - Two (2) Navigability section positions (Frost, vice Basner) currently under AK940000,
 - Four (4) Land and Realty section positions (Fencl, Van Massenhove, Schmidlkofer, vice Doores) currently under AK940000,
 - Geologist position (Klimasauskas) currently under AK943200 (BPM),
 - Realty Specialist position (Anderson) currently under AK943200 (BPM),
- Establish AK941300 as the “Pipeline Monitoring and Environmental Compliance Section.”
 - Realign the following positions under this new Pipeline Monitoring and Environmental Compliance Section (AK941300):

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- The current AK943000 (BPM) Supervisory Program Administrator (Kearny, GS-13)
 - Position becomes the Section Chief for the newly established AK941300; and reports directly to AK941 Branch Chief.
- All four (4) encumbered positions (Bjorgo, Degner, McMaster, Olson) currently under AK943100 (BPM),
- One vacant Environmental Protection Specialist (vice Sweet) currently under AK943100 (BPM),
- Technical Info. Specialist position (Chace) currently under AK943200 (BPM)
- Two (2) currently encumbered O & M Specialist positions (Swanson, McKinnon) currently under AK943400 (BPM-Fairbanks)
- Two (2) currently encumbered O & M Specialist positions (Weeks, Williams) currently under AK943500 (BPM-Valdez)
- Abolish AK943000 – *Branch of Pipeline Monitoring*
- Note, previously realigned: ECP/Native Hire EEO Position (Oliver; GS-1801-13) was previously moved to AK915000 (EEO);
 - position should currently sit in AK915

2) The following provides the personnel structure for the reorganized AK941000 – Lands and Realty Branch:

AK941000 – Branch of Lands and Realty

- Vacant, Branch Chief and Deputy AO, Lands and Realty GS-0301-14
 - Houston, Marietta, Program Analyst, GS-0343-12

AK941100 Title and Land Status Section (*no change to existing organization*)

- Reed, Jeff, Supervisory Land Law Examiner, GS-0965-12
 - Meliton, Raymund, Lead Cartographic Technician, GS-1371-09
 - Doherty, Charlene, Cartographic Technician, GS-1371-08
 - Olson, Jess, Cartographic Technician, GS-1371-08
 - Mcrae, Richard, Cartographic Technician, GS-1371-08
 - Vacant, Cartographic Technician, GS-1371-08
 - Vacant, Cartographic Technician, GS-1371-08
 - Vacant, Cartographic Technician, GS-1371-08

AK941200 Land and Realty Section:

- Mushovic, David, Supervisory Realty Specialist, GS-1170-13
 - Van Massenhove, Katherine, Lead Realty Specialist, GS-1170-12
 - Anderson, Robert, Realty Specialist-TAPS, GS-1170-12
 - Schmidlkofer, Hattie, Realty Specialist, GS-1170-11
 - Vacant, Vice Doores, Realty Specialist, GS-1170-11
 - Fencl, Renee, Land Law Examiner GS-0965-11
 - Klimasauskas, Edward, Geologist-TAPS, GS-1350-12
 - Frost, Jack, Navigable Waters Specialist, GS-0301-12
 - Vacant, Navigable Waters Specialist, GS-0301-12

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AK941300 Pipeline Monitoring and Environmental Compliance Section:

- Kearney, Kevin, Supervisory Program Admin. GS-0302-13
 - Swanson, Shawn, O&M Specialist, GS-1801-12
 - McKinnon, Jason, O&M Specialist, GS-1801-12
 - Weeks, Steven, O&M Specialist, GS-1801-12
 - Williams, Rhonda, O&M Specialist, GS-1801-12
 - Chace, Faren, Technical Info. Spec, GS1412-11
 - Bjorgo, Greg Vacant, Quality Assurance Control Spec, GS1910-12
 - Vacant (vice Sweet), Environmental Protection Spec, GS-0028-12
 - Olson, Robert, Environmental Engineer, GS-0819-13
 - Degner, Paul, Electrical Engineer, GS-0850-13
 - McMasters-Goering, Tina, General Engineer, GS-0801-13

B. Reasons for Change

The BPM developed a strategic plan in FY 2018, reviewing all roles and responsibilities associated with monitoring the TAPS grant of ROW. Based on the regulatory authorities of other federal and state agencies, a functional matrix was developed that greatly reduced the roles and responsibilities of the BLM and the associated work load for the BPM. The ultimate goal of the reorganization is to provide streamlined management oversight that is more consistent with national policy and guidance for rights-of-way. With reduced BPM staffing, it is not administratively efficient to maintain a Branch-level structure.

C. Budget Implications

There are no significant budget implications to the BLM Alaska to the reorganization.

With this change in management strategy, the BLM Alaska is reducing the number of cost reimbursable, full-time equivalent positions (FTEs) that support and are funded by the TAPS ROW operator Alyeska Pipeline Services Company (APSC). Prior to the reorganization, 25 FTEs (includes 4.5 supervisors) were covered under the cost reimbursable agreement with APSC. Once the described reorganization is implemented, a total of 16.5 FTEs (includes 2.0 supervisors) will remain funded by the cost reimbursable agreement. Additional reductions are anticipated through attrition. Included in these totals are the following FTEs for which BLM Alaska will continue to be reimbursed *one-half* their full cost:

- DSD/Authorized Officer (AK940)
- Branch Chief (AK941)
- Staff Assistant (AK940)
- ECP/Native Hire EEO (AK915)
- Public Affairs Specialist (AK912)

D. Impact Statement

1. **Public Involvement:** The change will have no impact to the public. No public outreach is necessary and will not be conducted.
2. **Employee/Agency Involvement:** Through development of the BPM's 2018 strategic Plan, management and employees were been made aware of proposed changes and

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potential impacts to administrative operations related to BLM oversight of the TAPS ROW.

3. **Union Implications:** There are no bargaining units in the Alaska State Office District Office.
4. **EEO Implications:** This organizational change will have no significant EEO-related implications. At the described staffing levels, EEO and ECP initiatives will continue to be fully supported.
5. **Cost Effectiveness:** This change will streamline the function of BLM's oversight mission for the TAPS ROW.
6. **Interagency Implications:** None.

E. Organizational Chart/Table of Organization (TO)

Tables of organization follow, starting next page:

- **Existing AK940 Table of Organization**
- **Existing AK941 Table of Organization**
- **Existing AK943 Table of Organization**
- **Proposed AK940 Table of Organization**
- **Proposed AK941 Table of Organization**