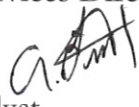


# MEMORANDUM

**STATE OF ALASKA**  
Office of the Governor  
Office of Management and Budget  
P.O. Box 110020  
Juneau, AK 99811-0020  
(907) 465-4660, fax (907) 465-2090

**To:** Administrative Services Directors  
**From:** Arnold Liebelt   
Senior Policy Analyst  
**Date:** October 31, 2012  
**Subject:** Energy Consumption and  
Expense Data for all State  
Agencies – Mandatory Training

As you know, the Alaska Sustainable Energy Act (AS 37.07.040 (12)) that passed in 2010 requires the State to collect and store energy consumption and expense data for all State owned facilities. This is a mandatory compliance requirement for all State Agencies, including the University and the Court System.

The energy consumption and expense data needs to be entered into the **Alaska Retrofit Information System (ARIS)** website developed by the Alaska Housing Finance Corporation (AHFC) at: <https://www.akrebate.com/Login.aspx>. To maintain accurate records, data is to be entered on a monthly basis. If available, the previous three years of data should also be entered.

There will be training sessions for **ARIS** on the following dates, locations, and times:

Date	Location	Address	Time
Tuesday, November 27, 2012	Anchorage	AHFC Headquarters Building Main Conference Room 4300 Boniface Parkway	2:00-4:00 PM
Thursday, November 29, 2012	Fairbanks	TBD	1:00-3:00 PM
Thursday, December 6, 2012	Juneau	TBD	1:00-3:00 PM

The ARIS training is mandatory for every agency's designated ARIS users and backup users. For individuals that are not able to attend in person, each session will also have an available webinar in which to participate in the training. However, users are encouraged to attend in person if possible. The webinar log-in information will be distributed to ARIS users prior to each training session.

Attached is a list of ARIS users for each department. Please update the list as necessary so that we have an accurate list of users within your agency that will be designated to enter the energy consumption and expense data into the ARIS web system. Each department is required to have at least one user and one back up user. Names should be submitted to the DOT&PF project manager Christopher Hodgin at: [Christopher.Hodgin@alaska.gov](mailto:Christopher.Hodgin@alaska.gov) by **November 15**. Chris will coordinate with AHFC for the assignment of ARIS user names and passwords.

We appreciate the participation of all agencies and the efforts of the agencies that have already begun to enter the information on their facilities. If you have any question, please contact Chris Hodgins, Project Manager, at 269-7484.

cc: Mr. Joel St. Aubin, P.E., DOT&PF Chief, Statewide Public Facilities  
Mr. Christopher Hodgins, DOT&PF Project Manager  
Mr. Scott Waterman, AHFC Energy Specialist  
Ms. Rebekah Luhrs, AHFC Energy Specialist

Attachment:  
Designated ARIS Users

Alaska Retrofit Information System (ARIS) Designated Users  
October 2012

AGENCY	NAME	EMAIL	Permanent1	User Name	Password
Administration	Natalie Slowik	Natalie.Slowik@alaska.gov	DoA User	nslowikdo	<Withheld>
Corrections	Casey Bluhm	casey.bluhm@alaska.gov	DoC User	cbluhmdoc	<Withheld>
Corrections	Lilia Jaenicke	lilia.jaenicke@alaska.gov	DoC User	ljaenicke	<Withheld>
Military and Veteran Affairs	Dianna Post	dianna.post@alaska.gov	DoMVA User	dpostdmva	<Withheld>
Military and Veteran Affairs	Karen Saucier	karen.saucier@alaska.gov	DoMVA User	ksauciermva	<Withheld>
Military and Veteran Affairs	Patricia Merculief-Boo	patricia.merculief-booth@alaska.gov	DoMVA User	pmerculiefboothmva	<Withheld>
Education & Early Development	Debbie McBride	Debbie.mcbride@alaska.gov	DoE User	dmcbridedeed	<Withheld>
Education & Early Development	Peter Gorman	Peter.gorman@alaska.gov	DoE User	pgormandeed	<Withheld>
Education & Early Development	Stan Johnson	stan@mehs.us	DoE User	sjohnsondeed	<Withheld>
Environmental Conservation	Jean Greco	Jean.greco@alaska.gov	DEC User	jgrecodec	<Withheld>
Environmental Conservation	Rikki Stillman	Rikki.stillman@alaska.gov	DEC User	rstillmandec	<Withheld>
Health & Social Services	Allison Benjamin	abenjamin@familycenteredservices.com	DHS User	abenjaminhss	<Withheld>
Health & Social Services	Carol Archuleta	carol.archuleta@alaska.gov	DHS User	carchuletahss	<Withheld>
Health & Social Services	Cynthia Isenberg	Cynthia.isenberg@alaska.gov	DHS User	cisenberghss	<Withheld>
Health & Social Services	Diane Johnson	diane.johnson@alaska.gov	DHS User	djohnsonhss	<Withheld>
Health & Social Services	Dinah Aquino	Dinah.aquino@alaska.gov	DHS User	daquinodhss	<Withheld>
Health & Social Services	Forest Button	forest.button@alaska.gov	DHS User	fbuttonhss	<Withheld>
Health & Social Services	James Farley	James.farley@alaska.gov	DHS User	jfarleydhss	<Withheld>
Health & Social Services	James McAfee	James.mcafee@alaska.gov	DHS User	jmcafeehss	<Withheld>
Health & Social Services	Jennifer Parke	Jennifer.parke@alaska.gov	DHS User	jparkedhss	<Withheld>
Health & Social Services	Jillian Frost	jfrost@familycenteredservices.com	DHS User	jfrostdhss	<Withheld>
Health & Social Services	Joan McQueen	joan.mcqueen@alaska.gov	DHS User	jmcqueenhss	<Withheld>
Health & Social Services	Lisa Anderson	lisa.anderson1@alaska.gov	DHS User	landersonhss	<Withheld>
Health & Social Services	Mark Knight	mark.knight@alaska.gov	DHS User	mknightdhss	<Withheld>
Health & Social Services	Nancy Miller	Nancy.miller@alaska.gov	DHS User	nmillerdhss	<Withheld>
Health & Social Services	Nicholas Leiva	nleiva@familycenteredservices.com	DHS User	nleivadhss	<Withheld>
Health & Social Services	Patty Smith	patty.smith@alaska.gov	DHS User	psmithdhss	<Withheld>
Health & Social Services	Reynaldo Mallari	Reynaldo.mallari@alaska.gov	DHS User	rmallarihss	<Withheld>
Health & Social Services	Shanna McPheters	shanna.mcpheters@alaska.gov	DHS User	smcphetersdhss	<Withheld>
Health & Social Services	Shelley Mahar	Shelley.mahar@alaska.gov	DHS User	smahardhss	<Withheld>
Health & Social Services	Supalak Skee	Supalak.skee@alaska.gov	DHS User	sskeekhss	<Withheld>
Health & Social Services	Hieber, Clarena	clarena.hieber@alaska.gov	DHS User	chieberdhss	<Withheld>
Health & Social Services	Tina Cochran	tina.cochran@alaska.gov	DHS User	tcochrandhss	<Withheld>
Health & Social Services	Dawn Lighthall	dawn@fchmc.org	DHS User	dlighthallhss	<Withheld>
Health & Social Services	Jerry Hanson	Jerry.hanson@assestsinc.org	DHS User	jhansondhss	<Withheld>
DNR - Division of Agriculture	Lora Haralson	lora.haralson@alaska.gov	DNR User	lharalsondnr	<Withheld>
DNR - Division of Forestry	Jim Lewandowski	Jim.Lewandowski@alaska.gov	DNR User	jlewandowskidnr	<Withheld>
DNR - Division of Geologic & Geophysical Surveys	April Woolery	April.Woolery@alaska.gov	DNR User	awoolerydnr	<Withheld>
DNR - Division of Parks & Outdoor Recreation	Karlynn Herrera	Karlynn.herrera@alaska.gov	DNR User	kherreradnr	<Withheld>
DNR - Mental Health Trust Land Office	Leann McGinnis	leann.mcginnis@alaska.gov	DNR User	lmcginnisdnr	<Withheld>
DNR - Mental Health Trust Land Office	Sarah Cunningham	sarah.cunningham@alaska.gov	DNR User	scunninghamdnr	<Withheld>
DNR - Support Services Division	Debbie Denny	debbie.denny@alaska.gov	DNR User	ddennydnr	<Withheld>
Transportation & Public Facilities	Rebecca Smith	rebecca.smith2@alaska.gov	DOTPM User	rsmithdot	<Withheld>
Transportation & Public Facilities	Christopher Hodgkin	christopher.hodgin@alaska.gov	DOTPM User	chodgin	<Withheld>
Transportation & Public Facilities	Joel St. Aubin	joel.staubin@alaska.gov	DOTPM User	jstaubin	<Withheld>
Transportation & Public Facilities	Sallie Rogers	Sallie.Rogers@alaska.gov	DOT User	srogersdot	<Withheld>
Transportation & Public Facilities	Shelly Showalter	Shelly.Showalter@alaska.gov	DOT User	sshowalterdot	<Withheld>

Alaska Retrofit Information System (ARIS) Designated Users  
October 2012

Transportation & Public Facilities	Thomas Hubble	tom.hubble@alaska.gov	DOT User	thubbledot	<Withheld>	A/A
Transportation & Public Facilities Southeast Region	Larry White	Larry.white@alaska.gov	DOT User	lwhitedot	<Withheld>	
Transportation & Public Facilities Southeast Region	Norman Bakkala	Norm.bakkala@alaska.gov	DOT User	nbakkaladot	<Withheld>	
University of Alaska	Jenny Campbell	jlcampbell@alaska.edu	UA User	jcampbellua	<Withheld>	