

1. The CACFA website has a collection of past correspondence. Those letters are available at <https://dnr.alaska.gov/commis/cacfa/correspondence.htm>
 - a. CACFA also had advisory groups which appear to have met both via teleconference and in person over the years. Advisory meeting information is available online and includes notices, agendas, and meeting minutes. That information is all online at <https://dnr.alaska.gov/commis/cacfa/alaskastatelands.htm>
 - b. Someone compiled a publication called the “Alaska Lands Update” which is posted on the CACFA website. A specific author does not appear to be listed on the publication but could have been the Executive Director or another staff (maybe the intern if there was one). <https://dnr.alaska.gov/commis/cacfa/newsletters2.html> There is a reference to an NRS 2 in one of the annual reports, so that person could have handled the newsletter.
 - c. The Commission was required to publish an annual report. Those are online at https://dnr.alaska.gov/commis/cacfa/annual_reports.htm and appear to be a duty of the Executive Director.
 - d. The Executive Director would have compiled the letters, arranged the board and probably also advisory group meetings, and been responsible for assisting with the other items mentioned above. For meetings there would be scheduling, location booking if in person, agenda and presentation compilation, public notices, advertising if needed (there are some examples), and then meeting minutes.
 - e. There was a CACFA email address.