



FULL ASSEMBLY AS THE HUMAN RESOURCES COMMITTEE EMPOWERED BOARD INTERVIEWS AGENDA

December 17, 2025 at 5:30 PM

Virtual (Zoom Only)

<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. *Gunalchéesh!*

C. ROLL CALL

D. APPROVAL OF AGENDA

E. AGENDA TOPICS

1. Bartlett Regional Hospital Board Applicant Interviews

Per [CBJ 40.05.010](#); the board shall consist of nine members appointed by the assembly for staggered three-year terms. To the extent feasible, appointments should include persons with experience or expertise in matters relevant to hospital governance. Up to two members of the hospital board may be physicians in the community appointed from a list of names submitted by the hospital medical staff. ***There are three seats on the Board with terms running January 1, 2026 to December 31, 2028; and two seats for unexpired terms running January 1, 2026 to December 31, 2026.***

BRH Board Links to: [Current Roster, Meeting Packets, & Website](#)

Interview Time/BRH Board Applicants

5:35 p.m. Chris Letterman - Incumbent
5:45 p.m. Jeannie Monk
5:55 p.m. Max Mertz - Incumbent
6:05 p.m. John Raster MD - Incumbent
6:15 p.m. Saralyn Tabachnick
6:25 p.m. Dorothy Hernandez MD

2. 5-MINUTE BREAK: 6:35 p.m. - 6:40 p.m.

Assemblymembers will take a short break between BRH Board Interviews & Planning Commission Interviews

3. Planning Commission Applicant Interviews

Per [CBJ 49.10.110](#); the nine members of the commission shall be residents of the CBJ and may be paid an honorarium. Members of the commission shall be appointed by the assembly to staggered three-year terms. ***There are three seats with terms running January 1, 2026 to December 31, 2028.***

Planning Commission Links to: [Current PC Roster, Meeting Packets & Website](#)

Interview Times/Planning Commission Applicants

6:40 p.m.	Adam Brown - Incumbent
6:50 p.m.	Stephanie Banua
7:00 p.m.	Carlee Simon
7:10 p.m.	Keith Koruna
7:20 p.m.	Karinne Wiebold

F. EXECUTIVE SESSION

1. Motion to Move Into Executive Session

Suggested Motion: "I move we recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and ask for unanimous consent."

G. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's Office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's Office telephone number is (907) 586-5278, e-mail: city.clerk@juneau.gov.

Chapter 40.05 CITY AND BOROUGH HOSPITAL—BOARD OF DIRECTORS¹

40.05.010 Appointment.

The hospital board of directors shall consist of nine members appointed by the assembly for staggered three-year terms. Members of the hospital board of directors shall serve at the pleasure of the assembly. To the extent feasible, appointments to the board should include persons with experience or expertise in subject matters relevant to hospital governance such as health care, finance, compliance, business, strategic planning, information technology, law/regulation, or risk management. Up to two members of the hospital board of directors may be physicians in the community appointed from a list of those names submitted by the hospital medical staff. Terms shall commence on January 1. No board member, or member of a board member's immediate family or household, may be employed by the hospital. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No member of the hospital board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply:

- (1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or
- (2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

(GJB § 40.05.010; Serial No. 76-42, § 2, 1977; Serial No. 87-27, § 2, 1987; Serial No. 87-70, § 2, 1987; Serial No. 2004-08, § 4, 3-22-2004; Serial No. 2005-03(d), § 4, 6-13-2005; Serial No. 2019-20, § 2, 7-22-2019, eff. 8-22-2019)

40.05.020 General powers.

- (a) Subject to state laws and City and Borough ordinances, the hospital board of directors shall be responsible for the operation of all hospitals and associated facilities, located inside and outside the City and Borough of Juneau, owned or leased by the City and Borough according to the best interests of the public's health, shall make and enforce all rules and regulations necessary for the administration of hospitals under their management, shall prescribe the terms under which patients shall be admitted thereto and shall establish and enforce standards of operation. The hospital board of directors shall, within the hospital appropriation, establish and may amend the pay plan for hospital employees.
- (b) The pay plan and amendments thereto shall be based on wages paid in similar job classifications in private hospitals in other communities, adjusted for cost-of-living differentials. The pay plan and amendments thereto shall become effective upon adoption by the hospital board of directors.
- (c) The hospital board of directors may establish one or more programs for the purpose of attracting qualified physicians to practice in the community. Such programs may include grants, loans, the lease or use of improved hospital real property to the extent permissible by state and federal law or grant conditions, and the sale, lease or license to use hospital personal property to the extent permissible by state and federal law

¹Charter reference(s)—Hospital board, § 3.15.

or grant conditions; provided, a license or lease of real or personal property under such a program may be canceled by the hospital board of directors or the assembly upon 30 days' notice to the licensee or lessee.

- (d) Personnel actions regarding the hospital administrator, including hiring, evaluation, discipline, and termination, shall be after consultation with the city manager.

(GJB § 40.05.020; Serial No. 74-24, § 3, 1974; Serial No. 75-06, § 3, 1975; Serial No. 76-05, § 2(c), 1976; Serial No. 82-08, § 2, 1982; Serial No. 2005-32(b), § 3, 10-10-2005; Serial No. 2021-40, § 2, 12-13-2021, eff. 1-12-2022)

40.05.030 Adoption of bylaws.

The hospital board of directors shall recommend bylaws for the administration and government of the hospital which bylaws shall become effective upon approval of the City and Borough assembly by resolution. The assembly may accept the bylaws recommended by the hospital board of directors, may reject such bylaws or may modify them.

(GJB § 40.05.030)

40.05.040 Organization.

The hospital board of directors shall elect annually from its members a president and secretary and such other officers as it deems necessary. The hospital board of directors may establish an executive committee with authority to act on behalf of the hospital board and may appoint such other committees as it deems necessary.

(GJB § 40.05.040; Serial No. 2016-06, § 2, 5-2-2016, eff. 6-2-2016)

40.05.050 Vacancies.

A vacancy in the hospital board shall exist under the following conditions:

- (1) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
 - (2) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
 - (3) If a member submits his or her resignation to the board or assembly;
 - (4) If a member is unable to attend regular board meetings for a period of more than 90 days;
 - (5) If a member misses more than 40 percent of the regular board meetings in a 12-month period; or
 - (6) If a member is removed by the assembly, in its sole discretion, for the convenience of the City and Borough.
- (b) For the purposes of counting attendance, a member participating telephonically in accordance with the Assembly Rules of Procedure shall be counted as present.
- (c) The chair of the hospital board shall notify the clerk's office of any vacancy on the hospital board. Upon notification, the assembly shall appoint a new member for the unexpired term.

(GJB § 40.05.050; Serial No. 2005-03(d), § 5, 6-13-2005)

40.05.060 Meetings.

The hospital board of directors shall meet at least once each month at a place and time to be designated by the board.

(GJB § 40.05.060; Serial No. 2016-06, § 2, 5-2-2016, eff. 6-2-2016)

State law reference(s)—Public meetings, AS 29.20.020, 44.62.310.

40.05.070 Membership in associations.

The hospital board of directors may maintain membership in any local, state or national group or association organized and operated for the promotion of the public health and welfare or the advancement of the efficiency of hospital administration and, in connection therewith, pay dues and fees thereto.

(GJB § 40.05.070)

40.05.080 Compensation.

A member of the hospital board of directors shall be compensated at the rate of \$225.00 per month.

(Serial No. 2021-20(b)(am) , § 6, 6-14-2021, eff. 1-1-2022)

Board of Directors Attendance | 2025

MONTH	Jan	Feb	March	March	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Date	28	19	13	14	25	22	27	24	22	26	23	28	18	16
Name														
Deb Johnston, President	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	
John Raster, Vice-President	Present	Present	Absent	Absent	Present	Present	Present	Present	Present	Present	Present	Present	Present	
Hal Geiger, Secretary	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	
Shelly Deering	Absent	Absent	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	
Kenny Solomon-Gross	Present	Present	Present	Present	Absent	Present	Present	Present	Absent	Present	Present	Present	Absent	
Lisa Petersen	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	
Max Mertz	Present	Present	Present	Present	Present	Present	Present	Absent	Absent	Present	Absent	Present	Present	
Brent Tingey, DMD	Present	Present	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present	
Chris Letterman	Present	Absent	Present	Present	Absent	Present	Present	Present	Present	Present	Absent	Present	Present	
Luke Mather – Chief of Staff	Present	Present	N/A	N/A	Present	Present	Present	Present	Present	A Malter Present	Present	Present	Present	
Neil Steininger – CBJ Liaison	N/A	Present	N/A	N/A	Present	Present	Present	Present	Absent	Present	Present	N/A	N/A	N/A
Alicia Hughes-Skandijs CBJ Liaison	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Present	

These hybrid meetings will be held in the Bartlett Regional Hospital Boardroom and via Teams via the following link:
<https://bit.ly/BRHBoardofDirectorsMeetings2025> Meeting ID: 295 750 175 155 Meeting Passcode: K4ka96dC
 Join by Phone: 1 469 998 7360 Phone Conference ID: 465 244 905#

MEMORANDUM

DATE: October 31, 2025
TO: City and Borough of Juneau Assembly
FROM: Medical Staff of Bartlett Regional Hospital
SUBJECT: Letter of Support John Franklin Raster, MD

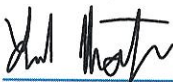
Dear Mayor Weldon, and CBJ Assembly Members:

The Medical Staff at Bartlett Regional Hospital (BRH) represent Juneau physicians and is organized largely to ensure that high quality healthcare is available in the community. We sincerely acknowledge the contributions of the BRH Board of Directors (BOD), which governs and supervises the leadership at BRH, along with the dedication of the nursing staff and other committed hospital personnel.

The Medical Staff Executive Committee (MEC) and the Medical Staff strongly believe that it is essential to have a physician representative on the BRH BOD. Physicians bring significant value to the Board as they possess knowledge of hospital-related issues, engage in patient care, and understand the daily operations. For these reasons, the MEC and Medical Staff put forth the recommendation of John Franklin Raster, MD, specializing in Otolaryngology, for consideration for another term on the BRH BOD.

Thank you for your consideration of this matter and for all the work you do to support BRH. Feel free to contact the Chief of Staff at lfmather@bartletthospital.org if you have any questions.

Sincerely,



Luke Mather (Nov 12, 2025 15:41:32 AKST)

Luke Mather, MD

Chief of Staff

MEMORANDUM

DATE: December 10, 2025
TO: City and Borough of Juneau Assembly
FROM: Medical Staff of Bartlett Regional Hospital
SUBJECT: Letter of Support

Dear Mayor Weldon, and CBJ Assembly Members:

The Medical Staff at Bartlett Regional Hospital (BRH) represent Juneau physicians and is organized largely to ensure that high quality healthcare is available in the community. We sincerely acknowledge the contributions of the BRH Board of Directors (BOD), which governs and supervises the leadership at BRH, along with the dedication of the nursing staff and other committed hospital personnel.

The Medical Staff Executive Committee (MEC) and the Medical Staff strongly believe that it is essential to have a physician representative on the BRH BOD. Physicians bring significant value to the Board as they possess knowledge of hospital-related issues, engage in patient care, and understand the daily operations. For these reasons, the MEC and Medical Staff put forth the recommendation of Dorothy Vanessa Hernandez, MD, specializing in Family Medicine with OB, for consideration for BRH BOD position.

Thank you for your consideration of this matter and for all the work you do to support BRH. Please feel free to contact me at jtotten@bartlethospital.org if you have any questions.

Sincerely,


JODIE TOTTEM (Dec 10, 2025 11:04:34 AKST)

Jodie Totten, MD
Vice Chief of Staff

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Saturday, October 4, 2025 8:34:08 AM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Chris Letterman
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
Currently serving the end of a previous board member's term which end 12/31/2025. Total in that position is 10 months.
Reasons for Wanting to Serve
After this first year serving I have learned a great deal about the challenges facing BRH and have enjoyed the opportunity to be a part of securing BRH's future for Juneau and our southeast neighbors. I think it is important for Bartlett to have as much continuity as possible to face the next few years coming challenges so I would like the opportunity to put my name forward to continue serving CBJ on the BRH Board of Directors.
Experience/Professional Expertise/Education
Serving on the Bartlett Regional Hospital Board December 2024 to present has been a meaningful way for me to contribute to the health and well-being of our community. I bring a grounded understanding of how strong governance, thoughtful oversight, and practical experience in areas like information technology and cybersecurity can help a hospital not only operate more efficiently, but also stay ahead of emerging risks. Over the past term, I've worked closely with fellow board members and hospital leadership to strengthen transparency, support smart decision-making, and keep our focus on long-term community needs. I care deeply about ensuring Bartlett continues to provide high-quality, accessible care, and I'm committed to continuing this important work in partnership with you and the community we all serve.

Civic Activities, Memberships or Non-profits Involved With

Board member - Rotary Club of 58 Innovators (2024-2025)
Rotary International Member in Good Standing (since 2001)
TNFCU Supervisory Committee Member (since 2012)

Meeting Schedule and Attendance

I am aware of the Vacancies policy.

Date of Birth

██████████

Gender

Male

Acknowledgement/Certification

Chris Letterman

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Thursday, November 20, 2025 8:37:48 AM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Jeannie Monk
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
Mayor's Task Force on Youth - 1996-2006 (approximately)
Reasons for Wanting to Serve
<p>I have lived in Juneau for 33 years, and during that time Bartlett Regional Hospital has been important to my family's well-being. I have received care at Bartlett many times, and those experiences have reinforced for me how important it is for Juneau to have a strong, trusted, locally governed hospital. A high-quality community hospital is fundamental to Juneau's future—supporting economic development, helping attract and retain young people and enabling retirees to remain in the community.</p> <p>I recently retired from a career in health care. I have both the time and the perspective to serve in a new way. Throughout my career, I have worked closely with hospitals, clinics, and health organizations across the state, and I see service on the Bartlett Hospital Board as a meaningful way to give back to my community. I am motivated by the opportunity to support effective governance, strengthen operations, and help ensure that Bartlett continues to deliver high-quality, patient-centered care.</p> <p>I care deeply Juneau, and I would welcome the opportunity to contribute to Bartlett's continued strength, stability, and success.</p>
Experience/Professional Expertise/Education
Alaska Hospital and Health Care Association 2010-2024. Senior Vice President. Worked with all the

hospitals and nursing homes in Alaska on policy issues, workforce development and patient safety. Special emphasis on small/rural hospital support.

Southeast Alaska Regional Health Consortium (SEARHC) 1994-2010. Worked in various leadership positions including Director of Health Promotion and Director of Planning & Development. Developed programs, services, and facilities to support health care for Alaska Natives throughout SE Alaska.

Peace Corps Volunteer, Community Health Worker, Sierra Leone 1988-90

Master's in Public Health (MPH) in Maternal and Child Health, University of North Carolina Chapel Hill, 1992

Bachelor of Science in Business Administration & Communication, Lewis and Clark College, Portland Oregon, 1985

Civic Activities, Memberships or Non-profits Involved With

Currently involved with the following groups:

- Temple on the Corner Food Pantry – Lead the Jewish community's food distribution pantry. Organize volunteers, secure donations, and purchase food to distribute at a weekly food pantry to anyone with food needs. Work with SE Alaska Food Bank to collect data on food insecurity. 2021-present
- Alaska Food Coalition. 2025
- Juneau Nordic Ski Club - Volunteer coach in the Jr Nordic program. 2008-present
- Zach Gordon Youth Center – Volunteer to help set up a ceramics program and support other programs. 2025

Meeting Schedule and Attendance

yes

Ethnicity

white

Gender

female

Acknowledgement/Certification

Jeannie Monk

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Monday, December 1, 2025 6:06:50 AM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
MAX MERTZ
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
Current Bartlett Board member since 2022, Aquatics Committee in the 2010's. CBJ Economic Sustainability Task Force Co-Chair 2020-2021, City and Borough of Juneau Aquatics Board (2015-2019 , chair 2015-2019).
Reasons for Wanting to Serve
Continue work for the turnaround and strengthening of Bartlett. We've made progress but there is more to do.
Experience/Professional Expertise/Education
Current Bartlett board member. University of New Mexico, Robert O Anderson School of Management with a Bachelor of Business Administration in Accounting Have served healthcare entities continuously in my career over the last 30 years up to and including today. I believe I am very familiar with operations, revenue cycle, internal controls in hospitals and other healthcare entities.
Civic Activities, Memberships or Non-profits Involved With
Project Amigo USA (educational non-profit serving the indigenous population of central Mexico) - Vice President since 2016-2024 SEARHC Investment Committee 2019-2022 (volunteer. Resigned when i came on bartlett board as potential conflict of interest). Juneau Chamber of Commerce Treasurer 2012-2024 (termed out). State of Alaska Board of Public Accountancy (2004-2012, Chair from 2005-2009) State of Alaska, Medicaid Rate Advisory Commission (1999-2003, Chair from 2002-2003) Alaska

Swimming, Finance Chair (2010-2016) Glacier Swim Club, Board of Directors (2006-2008, 2012-2015) CBJ Economic Sustainability Task Force Co-Chair 2020-2021, City and Borough of Juneau Aquatics Board (2015-2019 , chair 2015-2019) Gold Creek Child Care Center (1996-2002, Treasurer 1996-2002) SEARHC Healing Hand Endowment, Committee Chair (2010-2019) United Way of Alaska, Day of Caring Chair (2005) United Way of Southeast Alaska (1993-1999, Vice-President 1996-1999) Rotary District 5010 – Executive Assistance Governor (2011-2012) Rotary District 5010 – District Trainer, Alaska/Yukon (2007- 2010) Rotary International, Northwest President-Elect Training Seminar, Workshop Leader (2004-2006) Rotary District 5010 Membership Development Committee (2005-2009) Rotary District 5010 Community Service Chair (2003-2004)

Meeting Schedule and Attendance

I will continue my attendance

Date of Birth

██████████

Ethnicity

white

Gender

male

Acknowledgement/Certification

Max E Mertz

From: domadmin@iuneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Wednesday, November 19, 2025 4:27:25 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
John Raster
[REDACTED]
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Secondary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
I have been a BRH board member for 3 years and it has been quite challenging. I would like to continue helping the hospital navigate these challenging times. I have practiced Otolaryngology at BRH for 30 years. I have been chief of the medical staff on two occasions, Speaker of Delegates at the Alaska State Medical Assoc, and a board member for 3 years as mentioned above. Thank You. John F Raster MD
Reasons for Wanting to Serve
See above.
Experience/Professional Expertise/Education
See above
Civic Activities, Memberships or Non-profits Involved With
I have also been chief of BRH Medical Quality committee for 5 years.
Meeting Schedule and Attendance
yes

Date of Birth

[REDACTED]

Ethnicity

Caucasion

Gender

Male

Acknowledgement/Certification

John F Raster MD

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Saturday, November 8, 2025 4:35:00 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Saralyn Tabachnick
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
n/a
Reasons for Wanting to Serve
<p>I care deeply about our community and region, and would like to share my skills and expertise to advance Bartlett's mission to provide its community with quality, patient-centered care in a sustainable manner, and its vision to be the best community hospital in Alaska.</p> <p>Throughout my professional and personal life in Juneau (since 1987), I experience BRH as an important cornerstone of our community. I'd like to contribute to the CBJ and to BRH to ensure that healthcare delivery and outcomes remain the best they can be, and that BRH remains innovative and responsive to the evolving healthcare landscape. I believe my experience is broad and will allow me to contribute meaningfully to this board and at the same time, BRH board service will provide me with an opportunity to learn and grow.</p>
Experience/Professional Expertise/Education
<p>I served as the Executive Director of AWARE (Juneau's domestic violence/sexual assault intervention/prevention agency), from 2002 to 2019, and worked closely with the AWARE board of directors during that time. My duties as ED included management skills helpful for BRH board service; these include service provision, critical thinking, considering community impact, strategic planning, sharing expertise, fiscal responsibility, policy development, resource application, and governance.</p>

From 2008-2022, I served as a Operations Board Member on the Foraker Group (statewide).
From 2002-2019, I served as a board member of the Alaska Network on Domestic Violence & Sexual Assault (ANDVSA), and as board chair from 2009-2013. (statewide)

Civic Activities, Memberships or Non-profits Involved With

Congregation Sukkat Shalom, board member, 2024-present
Family Promise Juneau, board member, 2024-present

When I resigned as E.D. of AWARE, I continued to work there, first as Deputy Director (through July 2024), and then as Special Projects Director on a part-time basis. I expect to maintain my involvement with AWARE in a significant way through December 31, 2025.

Meeting Schedule and Attendance

yes; it looks like board meetings are the 4th tuesday of the month.

Acknowledgement/Certification

Saralyn Tabachnick

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Monday, December 1, 2025 8:38:44 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Dorothy Hernandez
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Bartlett Regional Hospital Board
Current of Prior Experience on CBJ Boards/Commissions/Committees
None
Reasons for Wanting to Serve
I am a physician in Juneau and have worked here since 2003. I am committed to the longevity of the hospital for our community and would like to serve the public.
Experience/Professional Expertise/Education
BA biology Oberlin College 1992 MD University of Texas Health Science Center San Antonio, Texas 1999 Former Chair of the OB/neonatal committee at Bartlett Regional hospital and current member Worked on EHR committee at Bartlett Regional Hospital Bartlett Medical staff member since 2003 Partner at VALley Medical Care since 2005
Civic Activities, Memberships or Non-profits Involved With
Volunteer Big Brothers Big Sisters Volunteer Girls on the Run

Meeting Schedule and Attendance

Yes 1

Date of Birth

██████████

Acknowledgement/Certification

Dorothy Hernandez

ARTICLE I. PLANNING COMMISSION¹

49.10.100 Establishment.

There is established the planning commission for the City and Borough to perform the areawide functions of planning, platting and zoning for the City and Borough.

(Serial No. 87-49, § 2, 1987)

49.10.110 Membership; term of office.

- (a) The members of the commission shall be nine citizens who are residents of the City and Borough and who shall serve without pay but may be paid an honorarium. Members of the commission shall be appointed by the assembly.
- (b) Members of the commission shall be appointed for a term of three years. Terms shall end on December 31 of the third year, provided that a member shall continue to serve until a successor is appointed and takes office. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No member of the planning commission who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply:
 - (1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or
 - (2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.
- (c) Officers of the commission shall be chair, vice chair, clerk and assistant clerk elected by a majority vote of the members of the commission at the second meeting after the appointment of new commissioners each year or when necessary because of a vacancy.
- (d) A vacancy in the planning commission shall exist under the following conditions:
 - (1) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
 - (2) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
 - (3) If a member submits his or her resignation to the commission or assembly;
 - (4) If a member is unable to attend regular commission meetings for a period of more than 90 days;
 - (5) If a member misses more than 40 percent of the regular commission meetings in a 12-month period; or

¹Cross reference(s)—Docks and harbors board, § 49.05.170.

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- (6) If a member is removed by the assembly, in its sole discretion, for the convenience of the City and Borough.
 - (e) For the purposes of counting attendance, a member participating telephonically in accordance with the Assembly Rules of Procedure shall be counted as present.
 - (f) The chair of the commission shall notify the clerk's office of any new vacancy on the planning commission. Upon notification, the assembly shall appoint a new member for the unexpired term.
- (Serial No. 87-49, § 2, 1987; Serial No. 2004-08, § 6, 3-22-2004; Serial No. 2005-03(d), § 6, 6-13-2005; Serial No. 2006-08, § 2, 4-3-2006)

Charter reference(s)—Quorum, § 3.16(e).

49.10.120 Seal.

The seal of the commission shall consist of two concentric circles within which appear the words "City and Borough of Juneau Planning Commission," "Seal" and "State of Alaska." It shall be retained in the custody of the director.

(Serial No. 87-49, § 2, 1987)

49.10.130 Meetings.

- (a) Regular meetings shall be held on the second and fourth Tuesday of each month.
- (b) Special meetings may be called by the chair or any three members of the commission. Public notice of special meetings shall be made 24 hours in advance and shall be supplied to the local news media and posted on the municipal bulletin board. Commission members will be notified by the department.
- (c) Public notice for all permits and other land use ordinance actions shall be according to the requirements established for such actions.
- (d) Meetings shall be conducted under Robert's Rules of Order, as modified by the commission.
- (e) The commission may, by motion, establish its own rules of procedure and committees, meeting times, dates and places, media for public notice, development application forms, referral and review agencies and procedures, and any other matter reasonably necessary or desirable for the full and complete conduct of its duties pursuant to this title and any other provision of law.

(Serial No. 87-49, § 2, 1987; Serial No. 2015-03(c)(am), § 2, 8-31-2015)

49.10.140 Decisions.

All permit actions of the commission shall be in the form of a notice of decision setting forth the reasons therefor and conditions thereon, if any, signed by the presiding officer of the commission, and promptly filed with the municipal clerk. Notice shall be mailed to the applicant with a copy retained in the department permanent records.

(Serial No. 87-49, § 2, 1987; Serial No. 97-01, § 3, 1997)

49.10.150 Committees.

Committees shall be established and appointments thereto made in accordance with the rules of order.

(Supp. No. 140)

Created: 2022-05-26 16:10:45 [EST]

(Serial No. 87-49, § 2, 1987)

49.10.160 Office and staff.

- (a) The department shall maintain the planning commission minutes, resolutions, records, reference materials, correspondence and maps, plats, and charts, all of which shall constitute public records of the City and Borough.
- (b) The planning commission shall be furnished secretarial assistance at each regular or special meeting to assist in preparing its minutes and resolutions, and as required to prepare the commission's correspondence under the direction of the commission chair and the director.

(Serial No. 87-49, § 2, 1987)

49.10.170 Duties.

- (a) *Comprehensive plan review.* The commission shall undertake a general review of the comprehensive plan two years after the adoption of the most recent update, and shall recommend appropriate amendments to the assembly. Proposed map changes shall be reviewed on a neighborhood or community basis as directed by the planning commission.
- (b) *Review of the capital improvements program.* Upon adequate notice which shall be provided by the director, the commission shall review annually the capital improvements program of the City and Borough and submit its recommendations to the assembly.
- (c) *City and borough land disposals and projects.* The commission shall review and make recommendations to the assembly on land disposals as prescribed by title 53, or capital improvement projects by any City and Borough agency.
- (d) *Development code amendments.* The commission shall make recommendations to the assembly on all proposed amendments to this title, zonings and rezonings, indicating compliance with the provisions of this title and the comprehensive plan.
- (e) *Land use actions and related decisions.*
 - (1) All plats approved by the platting board prior to adoption of Serial No. 87-49 are ratified, notwithstanding the use of the commission seal or resolution.
 - (2) The commission shall hear and decide all major development permit applications, density bonus requests, and appeals of decisions made by the director.
 - (3) Hear and decide variance request other than administrative variances.
 - (4) Rule upon map boundary questions and interpret the text of the title as provided in section 49.20.300.
 - (5) Make similar use determinations as provided in section 49.20.320.

(Serial No. 87-49, § 2, 1987; Serial No. 2013-26(am), § 3, 11-4-2013, eff. 12-5-2013 ; Serial No. 2019-19, § 2, 7-22-2019, eff. 8-22-2019 ; Serial No. 2021-19, § 2, 8-2-2021, eff. 9-1-2021)

49.10.180 Compensation.

A planning commissioner shall be compensated at the rate of \$225.00 per month.

(Serial No. 2021-20(b)(am) , § 4, 6-14-2021, eff. 1-1-2022)

(Supp. No. 140)

Created: 2022-05-26 16:10:45 [EST]

2025 Planning Commission Attendance Record	1/14	1/28	2/11	2/25	3/11	3/25	4/8	4/22	5/13	5/27	6/10	6/24	7/8	7/22	8/12	8/26	9/9	9/23	10/14	10/28	11/18**	12/9	12/16**	Meeting #	# of Meetings Absent	# of PC Meetings Held	End of Year 12-Month Absence Percentage	
	Bell, Matthew	X	X		X	X	X	A	A	A																5	3	8
Brown, Adam	X	X		A	UA	UA	X	X	X			A		X	A	X			UA	X	X				9	6	15	40%
Cole, Mandy	X	X		X	X	X	X	X	X			X		X	X	X			A	X	X				14	1	15	7%
Derr, Lacey	X	X		X	X	X	X	X	X			X		X	A	X			X	X	A				13	2	15	13%
Epstein, David	X	A		X	X	A	X	X	X			X		X	X	X			X	X	A				12	3	15	20%
Keller, Nina	X	X		X	X	X	X	X	X			X		X	X	X			X	X	X				15	0	15	0%
Pedersen, Erik	X	X		X	X	X	X	X	X			X		X	X	X			A	X	X				14	1	15	7%
Rintala, Jessalynn	X	X		X	X	X	A	X	X			X		X	X	X			UA	UA	X				12	3	15	20%
Salik, Douglas*	X	X		X	X	A	X	X	X			X		X	X	X			X	X	X				14	1	15	7%
Gamez, Larry **												X		X	X	X			X	X	X				2	0	2	0%
Meeting number/Type	1	2	Cxld	3	4	5	6	7	8	Cxld	Cxld	11	Cxld COW	13	14	15 COW	Cxld	Cxld	18	19	20	Cxld	Cxld					
* Sworn in 1/14/2025																												
** Sworn in 6/24/2025																												

*** Virtual only, not in person meetings scheduled on 11/18/25 and 12/16/25

**Full CBJ Assembly Sitting as the Human Resources Committee
Planning Commission
Advanced Interview Questions-2025**

Applicant Name: _____

1. What about your life experiences and/or interests makes you want to be a Planning Commissioner?

2. What do you think is the fundamental role of the Planning Commission?

3. What are your thoughts on the Comprehensive Plan and its updating process?

4. Do you have any interests that would pose a potential conflict of interest on matters coming before the Planning Commission?

5. Describe your experiences in the areas of land use, construction, and/or transportation.

6. What do you think is the role of the Planning Commission in economic development and community building?

7. Please describe the appropriate relationship between the Planning Commission and the Assembly.

8. What role should sustainability concerns play in Planning Commission decisions?

9. Describe how you have helped to resolve conflicts while working in groups with members who disagree.

10. The Planning Commission requires a significant investment of your time. Twice monthly meetings (from 2-10 hours). Committee meetings and prep time (equal to meeting time or more). Are you committed to be at all the meetings as required?

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Monday, November 17, 2025 2:26:42 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Adam Brown
Residence Address
[REDACTED]
Mailing Address
Included Below
Mailing Address
[REDACTED]
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Planning Commission
Current of Prior Experience on CBJ Boards/Commissions/Committees
Currently serving on the Planning Commission on my third year of first term.
Reasons for Wanting to Serve
I believe the Planning Commission is a vital part of our community in helping the Assembly achieve more housing.
Civic Activities, Memberships or Non-profits Involved With
Currently serving on the Planning Commission on my third year of first term.
Meeting Schedule and Attendance
Yes
Date of Birth

[REDACTED]

Gender

Male

Acknowledgement/Certification

Adam Brown



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau-ak.municodemeetings.com>)

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Submission information

Form: [CBJ Board Application](#) [1]
 Submitted by Visitor (not verified)
 Wed, 06/04/2025 - 3:29pm
 155 190 2 32

First Name

Stephanie

Last Name

Banua

Residence Address

[REDACTED]

Mailing Address

same

Primary Phone Number

[REDACTED]

Secondary Phone Number

Email

[REDACTED]

Board, Commission, Committee

Planning Commission

Current of Prior Experience on CBJ Boards/Commissions/Committees

Thriving Communities Committee & Juneau Douglas North Crossing PEL Study Advisory Committee

Reasons for Applying

I'm applying for the CBJ Planning Commission because I believe strongly in shaping a future for Juneau that is thoughtful, inclusive, and rooted in long term community benefit. In my current role with Tlingit & Haida, I oversee facilities and capital projects that serve families, youth, and elders across Southeast Alaska. That work has shown me how impactful local planning decisions are not just for infrastructure, but for equity, access, and identity.

I'm particularly interested in supporting sustainable development, increasing housing opportunities, and ensuring that Native voices are represented in decisions that shape our shared lands. My goal is to serve as a collaborative,

respectful voice at the table one that brings practical experience, community perspective, and a deep commitment to planning for the generations ahead

Qualifications

I bring over a decade of hands on experience in project management, community development, and strategic planning, rooted in both professional expertise and lived experience in Juneau. Currently, I serve as the Director of Facilities & Projects for Tlingit & Haida, where I oversee a diverse portfolio of capital improvement projects, property acquisitions, and day-to-day operations across Southeast Alaska.

My role requires navigating complex regulatory environments, collaborating with tribal and local leadership, and balancing long term planning with immediate community needs. I've successfully managed multi million dollar renovations, facilitated land use planning efforts, and served as an Owner's Representative on construction projects that directly impact families, youth, and elders.

Before stepping into this leadership position, I worked as a Chief of Staff and Executive Assistant for Huna Totem Corporation, where I was deeply involved in board governance, legal review, and corporate communications, giving me a solid foundation in organizational leadership and policy alignment.

What qualifies me most, however, is my commitment to building a more equitable and vibrant Juneau. My personal and professional life has been centered around community service, thoughtful development, and ensuring that decisions reflect the people who call this place home. I understand the importance of planning not just for what we need today, but for what we dream of tomorrow.

Civic Activities, Memberships or Non profits Involved With None

Working with a Group

Throughout my career, I've worked in environments where collaboration across diverse perspectives wasn't just encouraged, it was essential to success. In my current role as Director of Facilities & Projects for Tlingit & Haida, I often serve as the bridge between tribal leadership, architects, engineers, contractors, and community members. Each brings different priorities to the table, and navigating those differences with diplomacy, clarity, and respect is a key part of my leadership approach.

I believe the most productive outcomes happen when everyone feels heard. My strategy is to listen first, understand where people are coming from, and then look for shared interests that can serve as a foundation for moving forward. When conflicts arise, I stay solution-focused, grounding decisions in facts, values, and the long term vision.

I've found that building trust, honoring cultural and personal differences, and creating space for open conversation are powerful tools in reaching consensus. My role is not to dominate the conversation, but to guide it, ensuring that even when there is disagreement, the group continues to move forward with mutual respect and a shared goal.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

██████████

Ethnicity (Optional)

Juneau

Gender (Optional)

Acknowledgment/Certification

Stephanie Banua

Resume, Education, etc. (Optional)



From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Wednesday, November 19, 2025 7:23:48 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Carlee Simon
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Planning Commission
Current of Prior Experience on CBJ Boards/Commissions/Committees
I have not been on any CBJ committees yet.
Reasons for Wanting to Serve
<p>I am interested in serving on the Juneau Planning Commission because I want to support the long-term wellbeing of this community as I continue to make Juneau my home. My early training and work in Architecture helped me understand how design, land use, and construction shape the daily lives of residents. I still rely on that foundation when I think about how communities grow and how people experience the places they live.</p> <p>My career in education has reinforced how closely planning and community health are connected. Schools are anchors for strong neighborhoods, and I have seen how they reflect the pressures facing families. In Juneau and across Alaska, the cost of living, the decline in young families, and the needs of an aging population all influence the stability of schools and the broader community. These are challenges that require thoughtful long-range planning and a willingness to look at root causes, not just short-term fixes.</p> <p>I want to contribute to planning conversations that take these realities seriously. A thriving city needs housing that families can afford, safe and functional infrastructure, and community spaces that support people of all ages. I believe my background prepares me to consider these issues from multiple angles and to approach decisions with respect for the people who will feel the impact.</p>

As someone newer to Juneau, I bring a fresh perspective along with a genuine interest in learning from residents who have been part of this community for a long time. I value the landscape, the cultural depth, and the character of this city, and I want to help support planning that protects these strengths while making room for a sustainable future.

Experience/Professional Expertise/Education

Experience / Professional Expertise / Education

Education

- Bachelor of Design in Architecture, University of Florida (1996-2000)
- Ph.D. in Educational Administration and Policy, University of Florida (2007–2010)
- Doctoral Student in Design, Construction and Urban Planning, University of Florida (2018-2020)

Professional Experience Related to Planning

- Over 20 years residential remodeling in three states.
- Superintendent of Schools, School Board of Alachua County, Florida (2020–2022). Responsible for long-range facilities planning, school siting, capital improvements, community impact analysis, and collaboration with city and county planning departments.
- Dean, School of Education, University of Alaska Southeast (2023–present). Lead strategic planning, oversee operational budgets, and engage in partnerships related to workforce development, community needs, and demographic trends in Juneau and across Alaska.
- Twenty years of experience in public leadership roles that require reviewing complex information, coordinating with government agencies, and making decisions that balance community needs, infrastructure demands, and long-term sustainability.

Community and Policy Experience

- Extensive experience working with local governments on issues related to schools, transportation patterns, youth services, and family housing needs.
- Ongoing work focused on demographic changes, including declining school-age populations, affordability challenges for young families, and service needs for aging residents. These areas directly relate to thoughtful city planning and long-term community health.

Civic Activities, Memberships or Non-profits Involved With

- Juneau Rotary Club (2023-present). Active participation in community service projects and local civic engagement efforts.
- University of Alaska Southeast, School of Education (2023–present). Develop partnerships with Juneau School District, Sealaska Heritage Institute, and local workforce groups focused on community needs.
- Parents for Public Schools of Greater Cincinnati, Board Member and President (2015–2018). Worked on community initiatives connecting school stability, neighborhood health, and long-term planning efforts.
- Children’s Trust of Alachua County, Board Member (2020–2022). Supported community-based programs and investments related to family wellbeing and early childhood development.
- Ongoing involvement in national education and leadership organizations focused on community health, public policy, and long-range planning.

Meeting Schedule and Attendance

Yes

Date of Birth

██████████

Ethnicity

White

Gender

Female

Acknowledgement/Certification

Carlee Simon

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Tuesday, October 14, 2025 1:56:26 PM

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Name
Keith Koruna
Residence Address
[REDACTED]
Mailing Address
Included Below
Mailing Address
[REDACTED]
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Planning Commission
Current of Prior Experience on CBJ Boards/Commissions/Committees
None
Reasons for Wanting to Serve
<p>I'm seeking to serve on the Juneau Planning Commission to help shape the city's long-term development through a lens of strategic foresight, workforce empowerment, and infrastructure resilience. As a lifelong Alaskan with deep experience in industrial construction, technical instruction, and rural deployment, I understand the operational realities behind land use, zoning, and public infrastructure—and I'm committed to ensuring that planning decisions reflect both community needs and long-term viability. Juneau stands at a critical juncture: balancing growth with sustainability, affordability with access, and tradition with innovation. I want to contribute my expertise in labor forecasting, credential pipeline design to help the city plan for housing, energy, and transportation systems that serve all residents—especially working families, apprentices, and underserved communities.</p> <p>I believe in data-driven planning, stakeholder collaboration, and systems-level impact. My background in workforce development and public sector strategy equips me to ask the right questions, model outcomes,</p>

and advocate for solutions that maximize equity and economic mobility. Serving on the commission would allow me to give back to the community I've built my career in, while helping architect a future that's inclusive, resilient, and locally grounded.

Experience/Professional Expertise/Education

With 19 years of experience in industrial construction, technical instruction, and workforce mobilization, I bring a strategic, systems-oriented lens to planning and development in Juneau. My career spans pipefitting, welding, plumbing and modernization of infrastructure across Southeast Alaska, Alaska and the Lower 48, with a focus on rural deployment, cross-cultural coordination, and union-led workforce expansion.

Currently serving as Training Coordinator and Full-Time Instructor for UA Local 262 JATC, I lead curriculum design, labor forecasting, and credential pipeline development to strengthen local economies and expand apprenticeship access. I've managed crews and logistics for municipal, state and private projects, and I hold credentials as a Certified Weld Inspector, potential CWDP candidate, and graduate of the UA Instructor Training Program as a certified instructor as well as Training Coordinator.

I specialize in grant leverage, strategic rollout planning, and stakeholder engagement—skills directly aligned with Juneau's priorities around sustainable growth, housing, transportation, and energy resilience. My approach blends operational rigor with community empowerment, and I'm eager to contribute to a planning commission that values equity, foresight, and local expertise.

Civic Activities, Memberships or Non-profits Involved With

The American Weld Society 3/22/22-current

The International Association of Plumbing and Mechanical Officials 9/22/21-current

The United Association of Plumbers and Pipefitters 11/06-current

Meeting Schedule and Attendance

Yes, meetings are held the second and fourth Tuesday of the month.

Date of Birth

██████████

Ethnicity

Alaska Native/White

Gender

male

Acknowledgement/Certification

Keith Koruna



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau.ak.municodemeetings.com>)

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Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Wed, 05/14/2025 - 11:19am
158.145.15.51

First Name

Karinne

Last Name

Wiebold

Residence Address

[REDACTED] Juneau AK 99801

Mailing Address

same

Primary Phone Number

[REDACTED]

Secondary Phone Number

Email

[REDACTED]

Board, Commission, Committee

Planning Commission

Current of Prior Experience on CBJ Boards/Commissions/Committees

I have not served on any CBJ boards in the past, but I was on the Littleton Colorado planning commission in 2006-2007 (until I moved out of the city).

Reasons for Applying

I am interested in working to make the community better, and this seems like a way that fits in my skill set. I am particularly interested in housing development, sustainable tourism growth, and historic preservation. I would like to be a part of modernizing zoning if necessary.

Qualifications

I am an economist with the state department of labor. I am very familiar with the Juneau economic drivers (tourism, government, mining, fishing) and the housing related issues that go with a mobile and often seasonal workforce. I worked in affordable housing development in Colorado, working primarily with HUD funds, low income housing tax credits, and private activity bonds. I was also on the planning commission in Littleton Colorado where the most interesting application in my tenure was for new walmart in a highly contentious location. I moved to Juneau in 2012, and for 5 years I worked as the

housing market economist for the research and analysis section of the department of labor. I am well versed in the interpretation and application of rules, laws, regulations, etc.

Civic Activities, Memberships or Non-profits Involved With

NA

Working with a Group

I have worked with a similar type group with the Littleton planning commission. I also work in group environments professionally.

Meeting Schedule and Attendance

yes

Date of Birth (Optional)

Ethnicity (Optional)

Gender (Optional)

Acknowledgment/Certification

Karinne Wiebold

Resume, Education, etc. (Optional)

