



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

February 9, 2026 at 5:00 PM

Assembly Chambers/Zoom Webinar

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

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. APPROVAL OF MINUTES

1. 2026-01-12 JHRC Minutes - Draft

F. AGENDA TOPICS

1. Juneau Human Rights Commission Draft Resolution relating to Increasing Engagement on CBJ Boards & Committees

The Juneau Human Rights Commission (JHRC) drafted a resolution related to increased engagement on CBJ boards and committees for the Assembly Human Resources Committee (HRC) to review. After review, there are several options before the HRC:

1. The HRC can decide to request the JHRC make additional edits and bring the resolution back to the HRC after those edits are completed.
2. The HRC can direct Law to reformat the resolution, assign it a resolution number and bring it back to the HRC for review and action.
3. Or the HRC could decide to not take action on the proposed JHRC resolution at this time.

2. Juneau Human Rights Commission Funding FY26 Funding Request for Spring Town Hall Event & Requesting Guidance on FY27 Funding Request to finish Community Engagement Project with CatapultED

As part of the Juneau Human Rights Commission (JHRC) Strategic Plan, the JHRC has periodically coordinated and held Town Halls on Human Rights topics over the past several years and currently has one planned for April 10, 2026 at UAS: *Fostering Safety, Dignity, &*

Human Rights in Our Community. The funding request in the HRC packet is to help fund that upcoming Town Hall. The JHRC has seen positive community engagement at the Town Halls and would like to continue hosting them.

The other JHRC request is for guidance from the Assembly on how to submit an FY27 funding request to finish the work started in 2022 with CatapultED. The original 2022 request is in the HRC packet along with the JHRC's 2025-2026 Strategic Plan. During the FY23-24 budget cycle, the Assembly approved \$5,000 in one-time general fund funding for FY23. The JHRC is working on finalizing a funding amount (\$10,000–15,000) and since they are a CBJ Advisory Board and not an outside organization, they are requesting guidance on how best to submit this request to the Assembly.

Clerk Note: *Staff will give an update on available funds at the meeting; the FY26 Assembly Advisory Board account currently has enough funds to cover the \$750 request.*

Suggested Motion: *by _____ to approve the Juneau Human Rights Committee FY26 funding request in the amount of \$750 and that the JHRC work with the Clerk's Office in the dispersal of those funds, and ask for unanimous consent.*

3. Systemic Racism Review Committee (SRRC) Appointments

Per [Ordinance 2023-20b](#), the Systemic Racism Review Committee (SRRC) is a seven-member committee appointed by the Assembly. Members shall be selected to provide the most balanced representation possible. Members shall have experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices.

SRRC Current [Roster](#)

Suggested Motion: *by _____ that the Assembly Human Resources Committee forward to the full Assembly for approval, the reappointment of Ephraim Froehlich to an unexpired term beginning immediately and ending June 30, 2028, and the appointment of Melody Musick to an unexpired term beginning immediately and ending June 30, 2027, and ask for unanimous consent.*

4. Update from Police Chief Bos

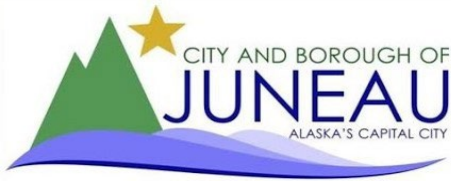
G. STAFF REPORTS

H. COMMITTEE MEMBER COMMENTS

I. NEXT MEETING DATE March 9, 2026 at 5pm

J. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's Office at: (907) 586-5278 or e-mail: city.clerk@juneau.gov. at least 36 hours in advance of a meeting.



ASSEMBLY HUMAN RESOURCES COMMITTEE

DRAFT - MINUTES

January 12, 2026 at 5:00 PM

Assembly Chambers/Zoom Webinar

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

155 Heritage Way - Assembly Chambers

A. CALL TO ORDER Chair Kelly called the Assembly Human Resources Committee to order in the Assembly Chambers and via Zoom at 5:00 p.m.

B. LAND ACKNOWLEDGEMENT Read by Assemblymember Woll

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

HRC Members Present: Chair Paul Kelly, Christine Woll, and Nano Brooks

HRC Members Absent: Maureen Hall

Staff/Others Present: Deputy Municipal Clerk Di Cathcart, Municipal Clerk Breckan Hendricks, Mayor Beth Weldon, Meeting Tech Kevin Allen, and Board of Equalization Chair David Epstein (via Zoom)

D. APPROVAL OF AGENDA Agenda approved as presented

E. APPROVAL OF MINUTES All minutes in the packet approved as presented

1. **2025-12-15 Assembly HRC Minutes - Draft**
2. **2025-12-15 Full Assembly-HRC Joint Mtg w/ SRRC Minutes - Draft**
3. **2025-12-17 Full Assembly as HRC for Empowered Board Interviews Minutes - Draft**

F. AGENDA TOPICS

1. **Board of Equalization (BOE) Annual Report & Appointments**

Annual Report

The Board of Equalization held its annual training on May 1, 2025 and two hearing dates, May 15th and July 10th, to review two (2) 2025 property appeals filed with the Assessor's Office as well as five (5) late-file appeal requests. Included in the HRC packet is the BOE's annual report, which includes a breakdown of the 2025 assessment year, including number of petitions filed, number of appeals and late files heard, cases remanded back for further review, number of cases that received an altered property assessment and the net change to taxable property from board action. The Board of Equalization will reconvene in April 2026 for the 2026 Assessment year.

The committee reviewed the Board of Equalization annual report. BOE Chair David Epstein was in attendance for any questions from the committee. No questions were asked; committee members thanked the Board of Equalization for its work.

BOE Appointments

Per [Ordinance 2022-21\(b\)](#) The Board of Equalization shall comprise a pool of no fewer than five, and up to nine, members, appointed by the Assembly. The board shall hear appeals in panels consisting of three members and shall be appointed on the basis of their general business expertise and knowledge or experience with quasijudicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields. Terms of office shall be for three years and shall be staggered so that approximately one-third of the terms shall expire each year. Compensation for members shall be \$100.00 per meeting. Board members may decline compensation by providing written notice to the municipal clerk.

BOE Current Roster

One incumbent has applied for reappointment to a full term running January 1, 2026 to December 31, 2028; no other applicants have applied for the other vacant BOE seats.

MOTION: Ms. Woll moved the Assembly Human Resources Committee forward to the full Assembly for approval, the reappointment of Douglas Salik to the Board of Equalization for a full term running January 1, 2026 and ending December 31, 2028 and asked for unanimous consent. ***Hearing no objection, motion passed.***

2. Douglas Advisory Board (DAB) Appointments

Per [Resolution 2331](#), the Douglas Advisory Board is a seven-member board appointed by the Assembly; and to be appointed to the DAB must reside on Douglas Island. The purposes of the board shall be to advise the Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

DAB Current Roster

There are currently two seats up for action for full terms running immediately through September 30, 2028 and multiple applications in the HRC packet.

MOTION: Ms. Woll moved the Assembly Human Resources Committee forward to the full Assembly for approval, the appointment of Laurel Shoop to the Douglas Advisory Board for a term beginning immediately and ending September 30, 2028, and asked for unanimous consent. ***Hearing no objection, motion passed.***

MOTION: Mr. Brooks moved the Assembly Human Resources Committee forward to the full Assembly for approval, the appointment of Michael Beasley to the Douglas Advisory Board for a term beginning immediately and ending September 30, 2028, and asked for unanimous consent. ***Hearing no objection, motion passed.***

3. Local Emergency Planning Committee (LEPC) Appointments

Per [Resolution 2974](#) and [AS 26.23.071](#) the Local Emergency Planning Committee (LEPC) serves as a community coalition advising staff on emergency management issues, reviews the emergency response plan for CBJ and functions, when necessary, as the LEPC under SARA Title III. The Assembly nominates applicants, and final appointments are made by the State Emergency Response Commission.

LEPC Current [Roster](#)

There are three seats up for action on this HRC agenda, with one applicant for each seat.

MOTION: Mr. Brooks moved the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointments of Theresa Ross, Firefighter/EMS Seat 3, Travis Wolfe, Firefighter/EMS Seat 3a, and Britta Tonnessen, American Red Cross Seat 7, all to the Local Emergency Planning Committee for full terms beginning January 1, 2026 and ending December 31, 2028 and asked for unanimous consent. ***Hearing no objection, motion passed.***

4. Juneau Human Rights Commission Draft Resolution relating to Increasing Engagement on CBJ Boards & Committees

The Juneau Human Rights Commission has drafted a resolution related to increased engagement on CBJ boards and committees for the Assembly Human Resources Committee to review. After review, there are several options before the HRC. They can decide to request the JHRC make additional edits and bring the resolution back to the HRC after those edits are completed; the HRC can direct Law to reformat the resolution, assign it a resolution number and bring it back to the HRC for review and action, or the HRC can decide to not take action on the proposed JHRC resolution at this time.

The Juneau Human Rights Commission (JHRC) draft resolution was moved to the February 9th Assembly Human Resources Committee for discussion due to no member of the JHRC being able to attend the January Human Resources Committee meeting.

G. STAFF REPORTS None

H. STANDING COMMITTEE TOPICS-FOR DISCUSSION AS MEETING TIME ALLOWS

1. Discussion on Boardmembers Serving Past Term End Date & Vacancies on Empowered Boards

Included in the packet is [Resolution 2686](#) Advisory Rules of Procedure and [Resolution 2986](#) Assembly Rules of Procedure for reference. *(Depending on time left in the meeting, this topic may need to get pushed to February Assembly HRC)*

This topic was not discussed during the meeting.

I. COMMITTEE MEMBER COMMENTS None

J. NEXT MEETING DATE - FEBRUARY 9, 2026

K. SUPPLEMENTAL MATERIALS None

L. ADJOURNMENT

With no further business to come before the committee, meeting adjourned at 5:13 p.m.

December 2, 2025

Juneau Assembly Members

City and Borough of Juneau
155 Heritage Way
Juneau, Alaska 99801

Dear Mayor Weldon and Assembly Members:

On behalf of the Juneau Human Rights Commission (JHRC), we are pleased to submit the accompanying resolution, “**A Resolution Encouraging Increased Engagement in CBJ Boards, Committees, and Commissions.**” This resolution proposes practical measures to increase and strengthen participation, representation, and civic involvement within our community.

As of January 2025, CBJ maintains 26 boards, committees, and commissions, with 33 open seats. These groups provide essential public input, and ensure municipal decisions reflect the diverse needs of Juneau residents. Increased engagement means effective, inclusive local governance.

A core element of the resolution focuses on encouraging **employer-supported civic participation**. A well-established civic precedent: **jury duty**, employers across Alaska and the nation routinely provide employees the necessary time to participate in the judicial process. This practice is widely understood as a civic responsibility essential to the functioning of democracy.

This precedent offers a compelling model for broader forms of public service. When employers support employee involvement in these roles, the entire community benefits. Encouraging similar accommodations for service on CBJ boards, committees, and commissions is a logical and practical extension of a civic norm we already uphold.

The JHRC respectfully requests that the Assembly review and consider the adoption of this resolution.

Thank you for your attention and for your commitment to strengthening civic participation in the City and Borough of Juneau.

Sincerely,

Haifa Foroughi

Chair, Juneau Human Rights Commission

CITY AND BOROUGH OF JUNEAU, ALASKA

JUNEAU HUMAN RIGHTS COMMISSION

Resolution No. _____

A Resolution Encouraging Increased Engagement in CBJ Boards, Committees, and Commissions

WHEREAS, civic engagement is a fundamental tenet of democracy and contributes to the vibrancy, resilience, and well-being of the community; and

WHEREAS, as of January 6, 2025, the City and Borough of Juneau (CBJ) maintains 26 boards, committees, and commissions, collectively carrying 33 vacancies; and

WHEREAS, CBJ boards, committees, and commissions play an essential role in advising local government, shaping policy, and informing the municipal decision-making process; and

WHEREAS, employers who allow or encourage employees to serve on CBJ boards, committees, and commissions during work hours help foster civic responsibility, community involvement, and professional growth; and

WHEREAS, employers who support such participation benefit from strengthened community ties, improved employee engagement, and a positive reputation for social responsibility; and

WHEREAS, participation in public service enhances employees' leadership, communication, and problem-solving skills, which in turn benefits their organizations and the broader community;

NOW, THEREFORE, BE IT RESOLVED that the City and Borough of Juneau shall explore and consider implementing practices that encourage broad and diverse participation on CBJ boards, committees, and commissions, including but not limited to:

1. Establishing clear and consistent funding to support the effective operation of CBJ boards, committees, and commissions;
2. Identifying, articulating, and communicating both tangible and intangible benefits of service to prospective members;
3. Establishing processes to actively invite and recruit individuals from underrepresented groups;

4. Improving and maintaining an accessible online presence with current and comprehensive information for all CBJ boards, committees, and commissions;
 5. Developing and executing a public-facing media and outreach campaign highlighting the opportunities and benefits associated with civic participation.
-

BE IT FURTHER RESOLVED that the City and Borough of Juneau encourages local employers to develop and implement policies that allow employees to participate in CBJ boards, committees, and commissions during work hours;

BE IT FURTHER RESOLVED that such participation should be coordinated transparently between employees and supervisors to ensure workplace responsibilities are met while supporting civic engagement;

BE IT FURTHER RESOLVED that the City and Borough of Juneau will provide training, guidance, and resources to prepare community members for effective and meaningful service on CBJ boards, committees, and commissions;

BE IT FURTHER RESOLVED that the City and Borough of Juneau will recognize and promote organizations that encourage employee involvement in local boards, committees, and commissions as models of community engagement and civic stewardship.

ADOPTED this ___ day of _____, 2025, by the **Juneau Human Rights Commission** for submission to the **City and Borough of Juneau Assembly**, affirming a shared commitment to fostering active civic participation and community service.

CBJ ADVISORY BOARD INSTRUCTIONS RE: FUNDRAISING

PAGE 4 Excerpt from [2024-01 CBJ Board Pamphlet](#):

TREASURER: For any advisory boards choosing to fundraise and expend those funds, a Treasurer shall be elected from amongst its members. Once a proposed budget for the next fiscal year is approved by the advisory board, **the Treasurer shall submit it to the Clerk's Office no later than January 31 of the current fiscal year for review/approval by the Assembly Finance Committee.** The Treasurer shall maintain records of all receipts and expenditures and shall submit a quarterly financial statement to the board and Clerk's Office. The Treasurer will work directly with the Clerk's Office to ensure that all receipts and expenditures shall be processed in accordance with CBJ financial policies and procedures.

PAGE 10 Excerpt from [2024-01 CBJ Board Pamphlet](#):

I. MONEY

Board members serve on a volunteer basis without compensation except for the Planning Commission, Bartlett Regional Hospital Board, and the Board of Equalization; those members receive small stipends.

Please note there are now two tracks as outlined below for funding board work and boards should choose one or the other but not both.

The Assembly has a small amount budgeted for use by boards who do not wish to engage in fundraising in carrying out their mission upon request to the Clerk's Office on a first come, first served basis. Applications for funds are available in the Clerk's Office. Funds to advisory groups must be used in a manner consistent with the mission statement as defined in the establishing ordinance or resolution. No authorization of funds in excess of \$500 in one fiscal year may be made to a single group without approval by the Assembly.



ADVISORY BOARD FUNDRAISING:

Please contact the Clerk's Office for additional information and the necessary forms ***before*** conducting any fundraising activities or incurring any expenses. **Advisory boards and committees are authorized to solicit or otherwise receive:**

- Cash donations, up to a maximum of \$250 for any single donation.
- In-kind contributions such as food for a public event, or a donation of the use of a meeting facility, are permitted with no cap on the value.
- These donations are to be used for events or materials directly related to the board's or committee's charter. In the case of cash donations, the cash would be deposited in a CBJ treasury account. The expenditure of these funds would generally occur via the Clerk's Office purchasing card. It would be the responsibility of the board to track the amount of donations and expenditures. The donations raised would need to be expended or encumbered in the year collected.

- ***This fundraising policy for boards does not extend to any of the adjudicatory bodies or any of the empowered boards which have a budget, manager, and staff nor to grant making/awarding bodies.***



City and Borough of Juneau

ASSEMBLY ADVISORY COMMITTEES, BOARDS AND COMMISSIONS APPLICATION FOR SPECIAL PROJECT FUNDING FY26

Please note: This form is for use by those boards that are unable or choose not to do fundraising. This form is to request up to \$500 for use by Advisory Boards to further their mission. Funds in this account are subject to the Assembly actually approving funds for this budget item in their final FY26 budget. If approved, funds are limited and granted on a first come, first served basis. Examples of previous uses of these funds by boards include: printing, advertising, mailings, and venue rentals that further the work of the board within the community.*

Group Name: Juneau Human Rights Commission
Contact Person: Alison Gottschlich
Mailing Address: [REDACTED]
Phone (Day) [REDACTED]
Phone (Eve): same

Funding Amount Requested from CBJ: \$750

Other Funding Sources and Amounts: _____

Has your group received funding or other support services from the CBJ in FY23, FY24 or FY25?
No: _____ Yes: x Years & Amounts: FY25 \$300

Is this project a: x one time funding request, or _____ an annual request?
Charges to the public for services provided by the project funds: \$0

Project Description:

Addressing Systemic Violence Townhall. A panel forum with plenary speaker on the subject of addressing systemic violence. Planned for April 2026 (exact date, time, and location TBD).

Project Budget:

\$250 - plenary speaker honorarium
\$500- advertising, refreshments, speaker gifts (exact line items TBD as we get closer to the event)

Benefit to the community and the audience served by the project:

This event is free and open to the public. The public will have the opportunity to hear from experts and local leaders about various aspects of systemic violence and engage in meaningful dialogue about how we can address it locally.

How will the project be consistent with the mission, goals and objectives of the group:

This is an educational program directly supporting JHRC's charges to 1) develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, including hate crimes, (2) promote harmonious intergroup relations within the City and Borough of Juneau by making connections and enlisting the cooperation of racial, religious and nationality groups, business, community, labor and governmental organizations, fraternal and benevolent associations, education and other groups concerned with human rights, and (3) examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the City and Borough of Juneau. This event directly supports and addresses all three charges as violence is rooted in prejudice, discrimination, and inequity.

Assembly Policy: Funds to advisory groups must be used in a manner consistent with the mission statement as defined in the establishing ordinance or resolution. Please indicate in **quantifiable measurements how the budgeted item will be applied towards the mission of the board as defined in the establishing ordinance or resolution. All applications for funding are*



City and Borough of Juneau

*submitted to the City Clerk's office. No authorization of funds in excess of \$500 in one fiscal year to a single group without approval by the Assembly. **If your funding request is in excess of \$500, the Clerk will forward it to the Assembly for their review/approval. Please include as much back up documentation as possible to assist them in making their decision.***

Submit completed form to City.Clerk@juneau.gov, or in person or via mail at 155 Heritage Way, Juneau, AK 99801. Please call 907-586-5278 with any questions. Thank you!

Key-note speaker bio

Dr. Judi Brown Clarke, Vice President for Equity & Inclusion and Chief Diversity Officer for Stony Brook University and Stony Brook Health System, Stony Brook NY. Shi is a 4-time national champion, 12-time Big Ten Championship, Silver Medalist in the 1984 Olympic games, 3-time gold medalist in the Pan American Games, and 1987 Sports Illustrated Woman of the Year.

She has over seventeen years on senior management shaping strategic plans for diversity and establishing infrastructures for inclusive excellence and equity sustainability to facilitate progress and the utilization of data-driven, evidence-based practices for decision making. Judi leads open discussions on difficult conversations by building trust, empowerment, and skills across stakeholders.

She is vice-chair of the AAU CDO Steering Committee, 2021 Harvard Advanced Leadership Initiative Senior Fellow, a member on the International Advisory Committee for the Joint Institute for Nuclear Astrophysics, a member on the External Advisory Committee member for the Center for Cellular Construction: an NSF-funded Science and Technology Center.

To learn more about Dr. Judi Brown Clarke visits

<https://fitness.foundation/judi-brown-clarke-bio>

<https://www.stonybrook.edu/commcms/pres/governance/brown-clarke-bio.php>



LIVING IN MARGINALIZED COMMUNITIES IN 2025 PANEL DISCUSSION

Please join us to discuss the local impacts of federal mandates.

- Moderated panel discussion on community impacts
- Insights from individuals with inside perspectives
- Q&A

Saturday, May 10th, 2025 | 12:30 PM

**Mendenhall Valley Public Library
3025 Dimond Park Loop**

Brought to you by the Juneau Human Rights Commission
For more information contact city.clerk@juneau.gov



Juneau Human Rights Commission – Draft Strategic Plan 2025-2026

Assembly finds discrimination against an inhabitant of the municipality because of any characteristic unrelated to merit is a matter of public concern, threatening the peace, order, health, safety, and general welfare of the municipality and its inhabitants.

Updated 10-7-25

Charge from the Assembly	Strategies and Actions	Metrics	Completion Date	Who is Responsible
1. Education & Public Discourse: Develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination. 2. Examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the city and borough of Juneau.	Develop and implement a Community Engagement Project	Number of crowdsourcing engagements that were offered to engage with the broader community to identify issues related to discrimination.		Haifa and Mary
3. Promote harmonious intergroup relations within CBJ by making connections and enlisting the cooperation of racial, religious and nationality groups, business, community, labor and governmental organizations, fraternal and benevolent associations, education, and other groups concerned with human rights.	A. Collaborate with organizations to support a celebration of Black History. B. Collaborate with local agencies and organizations to better understand where there is synergy to advance the visions and missions, and to develop areas of collaboration.	A. TBD B. Develop a resource to share.		A. Lance and Wendy B. Wendy and Mary
4. Advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes. 5. Recommend to the Assembly action, policies, and legislation to be considered by state and local governments	Support and advocate for community human rights needs that arise by drafting memos, resolutions, and policy recommendations to the Assembly	Number of memos, resolutions, and policy recommendations made to the Assembly		
	Improve on-line presence focused on the website, as it needs to be more informative and factual. Continue to consider social media to increase visibility regarding our work.	Website is updated and Events portion has listed events that are current.		Mary website and Lance social media



May 3, 2022

Madam Mayor Weldon and Members of the City and Borough of Juneau Assembly
City and Borough of Juneau
Email: boroughassembly@juneau.org

Dear Madam Mayor and Assembly Members,

The Juneau Human Rights Commission thanks you for your on-going commitment to the citizens of Juneau by honoring civic engagement. The Commission's re-establishing Resolution #2946 charges us to promote harmonious intergroup relations, examine sources of tension, as well as advise and recommend to the Assembly actions and policies that are needed to elevate the voice and presence of those who build the rich and diverse fabric of our community. Funds to support the proposed project will launch our community towards significant progress in addressing these charges.

The Commission requests \$25,000 for the first phase of a Community Engagement project designed to solicit community input through crowdsourcing, a social experience that allows participants to share their ideas and perspectives through a transparent and open process, combined with restorative practices, an emerging social science that studies how to strengthen relationships between individuals as well as social connection within communities.

The initial scope of this project encompasses gathering data from the community through crowdsourcing and listening circles, and then engaging with individuals through a summit that is built on implementing restorative practices, which has deep roots within indigenous communities throughout the world. CatapultEd and the International Institute of Restorative Practices hold proven track records of success in this work and by working with the Commission will guide our community in accomplishing the established goals.

Thank you for considering this request, and we look forward to the opportunity to work closely with you through this project.

Sincerely,

Haifa Foroughi, Chair
Juneau Human Rights Commission

Presented by: The Manager
Presented: 03/20/2023
Drafted by: S. Layne

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2023-20(b)

An Ordinance Amending the Duties of the Systemic Racism Review Committee.

WHEREAS, discrimination based on race in institutional policies leads to systemic racism; and

WHEREAS, systemic racism creates disparities in the social and civic fabric of a community through legislation related to all aspects of society, including but not limited to education, criminal justice, employment, elections, housing, and political power; and

WHEREAS, systemic racism includes policies and practices that exist throughout a whole society or organization, including historical actions and practices, and that result in and support a continued unfair advantage to some people and unfair or harmful treatment of others based on race; and

WHEREAS, systemic racism is as overt and covert as individual racism and it has similar emotional, economic, physical, and liberty consequences though it may be harder for individuals to see even when revealed in disparities and data; and

WHEREAS, systemic racism is similar to disparate impact discrimination, which is generally defined as a facially neutral act, practice, or policy that has a significant discriminatory impact on a protected group; and

WHEREAS, the residents of Juneau and the Assembly benefit from having a systemic racism review committee that works with the Assembly to address systemic racism, including reviewing policies and procedures and reviewing legislation prior to public hearing and making recommendations to the Assembly; and

WHEREAS, the Assembly encourages racially diverse individuals to apply and encourages racial minority groups to nominate individuals to help advise the Assembly.

THEREFORE BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a noncode ordinance.

Section 2. Systemic Racism Review Committee Established.

(a) **Establishment.** There is established a Systemic Racism Review Committee consisting of seven individuals.

- (1) The Assembly shall appoint members of the Committee to staggered three-year terms. Members of the Committee shall serve at the pleasure of the Assembly. Terms shall commence on July 1. 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 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 if there are no other qualified applicants at the time reappointment is considered by the Assembly.
- (2) Members shall be selected to provide the most balanced representation possible. Members shall have experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices.

(b) **Duties.** The Committee is charged with:

- (1) Developing criteria to advise whether legislation, policies, or procedures likely include systemic racism implications. The Committee must present proposed review criteria to the Assembly before substantively reviewing policies, procedures, or legislation.
- (2) Reviewing legislation, selected at the discretion of the Committee to advise whether the ordinance likely includes a systemic racism policy or implication.
- (3) Reviewing current policies, selected at the discretion of the Committee, to advise whether the policies likely perpetuate systemic racism.
- (4) Reviewing current procedures, selected at the discretion of the Committee, to advise whether the procedures likely perpetuate systemic racism.
- (5) Presenting options for curing the potential or likely systemic racism or implications.
- (6) Presenting the Committee's analysis and conclusions timely to the Assembly in a short statement for each item of legislation.
- (7) Meeting with the Assembly in a joint meeting at least once a calendar year.

- (c) **Procedure.** The Committee’s procedure shall be governed by the Advisory Board Rules of Procedure, as such may be amended from time to time. Nothing in this Ordinance shall be read to preclude the Assembly from acting upon emergency ordinances and resolutions.
- (d) **Officers, Meetings, and Quorum.** In accordance with the Advisory Board Rules of Procedure, the Committee shall select its own officers, and shall hold regular meetings on a schedule established by the Committee, as well as such special meetings as required to conduct business. The presence of four members constitutes a quorum and any action of the Committee requires four or more affirmative votes to be approved.
- (e) **Staff Assistance.** Staff support to the Committee shall be provided by the City Manager, or designee, as available and appropriate.
- (f) **Legislation Procedure.** The Committee should meet and send the legislative report to the Manager at least six days before the Assembly meeting (i.e. Wednesday for a Monday meeting). However, legislation may be scheduled for public hearing and the Assembly may adopt legislation that has not been reviewed by the Committee. If the Assembly adopts legislation before the Committee has reviewed it, the Committee should review the adopted legislation as soon as possible.

Section 3. Sunset Clause. The Committee created by Section 2 shall cease to exist and the provisions of Section 2 shall automatically terminate August 31, 2026, unless the Assembly extends the Committee to exist until disbanded by the Assembly. In a joint meeting prior to December 31, 2025, the Committee and the Assembly shall review the Committee’s work product to date and the provisions of this ordinance to determine if any changes are necessary.

Section 4. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 17th day of April, 2023.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Tuesday, January 27, 2026 12:48:07 PM

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

Name
Ephraim Froehlich
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Systemic Racism Review Committee
Current of Prior Experience on CBJ Boards/Commissions/Committees
SRRC, 2022-2026
Reasons for Wanting to Serve
I want to continue the good work of the Committee into the future (for one more term).
Date of Birth
[REDACTED]
Ethnicity
Black
Gender
Male
Acknowledgement/Certification
Ephraim Froehlich

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Friday, January 23, 2026 2:51:48 PM

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

Name
Melody Musick
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Systemic Racism Review Committee
Current of Prior Experience on CBJ Boards/Commissions/Committees
Served as the Administrative Officer I for Docks and Harbors from July 2024- August 2025.
Reasons for Wanting to Serve
I am seeking to serve on the Systemic Racism Review Committee to advocate and support conditions for thriving for all people in Juneau. My previous work experience for the City and Borough of Juneau has furthered my passion for civic engagement, service and stewardship of the Áak'w Kwáan land, and connection to the collective community. My current role within Haa Toooh Licheesh Coalition has shown me firsthand how institutional barriers prevent equitable access to resources and representation for marginalized communities. I believe every person deserves to be fully supported and represented in our community, and this committee offers a meaningful opportunity to examine and dismantle the systemic obstacles that prevent us from achieving that vision.
Experience/Professional Expertise/Education
Bachelors of Government with an emphasis is Pre-Legal Studies from Grand Canyon University 2022-2024. Administrative Officer for Docks and Harbors July 2024- August 2025. Prepared agendas and meeting minutes for Operations and Docks and Harbors Board Meetings. Student Representative to the Anchorage School Board.
Civic Activities, Memberships or Non-profits Involved With

Haa Tooch Licheesh Coalition, Operations and Finance Manager September 2025- present.
Food Bank of Alaska Volunteer 2017-2020.

Meeting Schedule and Attendance

Yes

Ethnicity

White

Gender

Female/fluid (she/her/they/them)

Acknowledgement/Certification

Melody Kae Musick

JUNEAU POLICE DEPARTMENT



MEMORANDUM

TO: Assembly Human Resources Committee
FROM: Derek Bos, Chief of Police
DATE: 11-26-2025
RE: Review of JPD Action Items - December

December 2025 Update: Items Completed, update on Tlingit and Haida Engagement

Action Item: Policy gap reference priority medical response

Our policy did not provide clear direction to officers to request priority medical response when a person loses consciousness as a result of a use of force. This was corrected, and our policy now requires that any time an individual loses consciousness, either from an officer using force, or if a person loses consciousness while in custody (such as potential overdose incidents, medical events, etc.), the officer(s) shall request a priority medical response and dispatch will, in turn, dispatch the call as a priority medical response.

- Response / Implementation: Implemented in August 2025 via written directives (2) and follow-up in-person coaching / direction for both dispatch and sworn staff.
- Challenges: There was some initial pushback from a small number of CCFR supervisors and dispatchers with questions on how this change would be implemented with Emergency Medical Dispatching and medical requirements associated with the EMD process. We have been able to resolve this through reviewing EMD standards, agreeing on when EMD standards apply, and education surrounding the need for this implementation.
- Sustainment: This directive is being taught to all new officers during their internal mini-academy and reiterated during FTO. This will also be included in policy refresher training each year. This has also been incorporated in dispatch during their initial training program (CTO).

“In partnership with the people of Juneau, our mission is to make our city a place where people can live safely and without fear.

Action Item: Medical Training Review

We have reviewed the medical training that our officers receive. Our medical training meets, and in most cases, exceeds the standards for law enforcement officers in Alaska. Alaska requires police officers to maintain proficiency in CPR and basic First Aid. Additionally, our officers are trained to administer Narcan and in the use of AEDs. We also provide additional training for traumatic injury care commonly referred to as Tactical Combat or Emergency Casualty Care.

- Response / Implementation: Reviewed Medical Training in August 2025, September 2025, and November 2025. Each review concluded that our medical training meets and exceeds state requirements for police officers. We continue to investigate additional medical training options.
- Challenges: Feasibility of more advanced medical training options is a challenge. Any more advanced level of training requires more time and equipment to accomplish. More advanced levels of training require more frequent recertification, which competes with the already demanding levels of annual, continued training needed for each officer. More advanced training will also present funding challenges, as training costs, equipment costs, and staff time costs sharply increase if we implement more advanced training.
- Sustainment: JPD is sustaining the current levels of medical training for all sworn staff. Complete recerts for medical training as required.

Action Item: De-Escalation Refresher

De-escalation is an integral part of everything we do, both in training and in practice. As we review our training, observe and assess officer actions, and start working through statistics, I am confident that we do a good job at teaching and applying de-escalation tactics every day. Although we do this well, there is always room for improvement. To that end, we are conducting de-escalation refresher training to get back to the basics and solidify the foundation from which we work. We are also working with a partner agency to develop and implement a unique eight-hour course that combines de-escalation tactics with crisis negotiation techniques. This is in addition to our already existing Crisis Intervention Training (CIT) program.

- Response / Implementation: Implemented as in person training. Still have one make-up class pending.
- Challenges or Changes: Delay in delivery of course material / equipment (resolved in October).
- Sustainment: De-escalation training is implemented in all new hire training (mini-academy, FTO, Basic Academy, etc) and elements are taught in most on-going training. However, we are building a more wholistic training model that incorporates different training elements together. More on this in February.

Action Item: Hiring Standards Review

One of the most frequent questions I have been asked throughout this incident has been about our hiring standards. JPD adheres to the highest hiring standards. We have implemented many changes over the last few years to our hiring process. Each change has served to either increase our hiring standards, increase our efficiency in hiring (without compromising our standards), or both. We currently exceed what the International Association of Chiefs of Police identifies as best practices for hiring standards.

- Response / Implementation: Reviewed hiring standards, we currently meet or exceed best practices as established by the International Association of Chiefs of Police. Our entry level hiring process includes a pre-employment written test with a passing score of 80% or higher and a physical fitness test. Both entry level and lateral officers must successfully complete a panel interview and an in-depth background investigation. The background investigation includes a polygraph exam, integrity interview, reference checks and past employer checks, legal history review (primarily criminal, civil, and financial items), medical exam and psychological evaluation.

We continue to evaluate our processes and will be implementing two more changes in our next posting for police officer. Those changes are designed to address the potential use of AI during interviews and better evaluate the candidate throughout the hiring process.

- Challenges: Hiring is harder with higher standards; we accept this challenge and remain focused on hiring the best candidates.
- Sustainment: We will continue to evaluate our processes and adhere to best practices and maintain our commitment not to decrease our hiring standards.

Action Item: Tlingit and Haida Engagement Update

We continue to work with Tlingit and Haida to find ways to enhance our partnerships and grow our relationship. From both sides, this is an educational and growth filled journey. We are working to develop a training curriculum specific to law enforcement, to better help JPD understand the Tlingit and Haida people, while continuing to promote personal relationships in the process. While this is still under development, the commitment from both sides has already proven that we each value this partnership.

In conjunction with Tlingit and Haida, we are exploring having a facilitated community discussion, or discussions, and trying to establish what that should look like. Planning for this discussion requires significant finesse, care and compassion to ensure that this will be a healthy, healing, and productive dialogue for all involved. This is perhaps the most complex element of our community engagement process, as we are sailing in uncharted waters. Again, this highlights the dedication and commitment to our community.

- Response / Implementation: JPD is planning to participate quarterly with the Elder's luncheons. We are moving forward with plans for department-wide training, taught by Tlingit and Haida, in late January and early February.
- Challenges or Changes: Challenge is still defining what the community dialogues will look like for our community. We want to be careful to ensure that these dialogues will be healthy and productive for all involved. Changes: both Tlingit and Haida and JPD have decided it will be best to engage in the T and H educational training first, before we begin the community engagement / dialogue sessions.
- Sustainment: On-going training for new JPD staff, existing staff, specific training for specialized units, and continued engagement (Elders lunches, Coffee with a Cop, etc.)