



## ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

February 9, 2026 at 5:00 PM Assembly  
Chambers/Zoom Webinar

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### A. CALL TO ORDER

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

### B. LAND ACKNOWLEDGEMENT – read by Assemblymember Hall

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, Maureen Hall, and Nano Brooks

**HRC Members Absent:** None

**Staff/Others Present:** Deputy Municipal Clerk Di Cathcart, City Attorney Emily Wright (Zoom), City Manager Katie Koester, Chief of Police Derek Bos, Municipal Clerk Breckan Hendricks, Meeting Tech Kevin Allen, Mayor Beth Weldon, and JHRC Chair Haifa Foroughi (Zoom)

### D. APPROVAL OF AGENDA – agenda approved as presented

### E. APPROVAL OF MINUTES – minutes approved as presented

#### 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.

Ms. Hall asked if the work on the resolution started before the city stood up the new communication team, and if the Human Rights Commission was actively engaged with that team.

Ms. Foroughi thanked the committee for reviewing the resolution and responded to Ms. Hall that the commission had started work on the resolution prior to the communications team forming. She also noted that Ms. Cathcart had attended the last JHRC meeting and recommended that JHRC and Communications connect to see about collaborating on the work JHRC is doing. Ms. Cathcart will connect the JHRC and the Communications Team via email for introductions and to start the conversation.

Ms. Woll thanked Ms. Foroughi for her many years of service with the JHRC and was curious about how this resolution came about; and asked if Ms. Foroughi could speak to what the commission's motivations or experiences were that resulted in this resolution coming before the Assembly HRC.

Ms. Foroughi responded that the resolution was in response to a question Mayor Weldon posed to her and fellow JHRC member Mary Wegner, which was, why do you think people don't engage more in the political system that governs Juneau, through CBJ committees and commissions. Since then, JHRC started looking into the 'why' over the course of 2025 and this resolution was the outcome of those conversations and possible solutions. The Clerk's Office provided JHRC with information on the high vacancy rate on a number of CBJ boards and the lack of diversity markers (such as age, economic, cultural) on those boards. She noted that boards struggle to meet quorum so they can meet and conduct business when they have a high vacancy rate and not enough interested applicants to fill those seats; you also can't do your work effectively when you don't have the diverse voices of the community.

Ms. Hall asked if the language in the resolution was asking employers to provide a stipend to cover an employee's time when attending a meeting of a committee they sit as a board member on.

Ms. Foroughi noted that it wasn't about providing a stipend, but more so to provide support or encouragement for an employee's volunteer work; individuals wouldn't feel penalized for serving on a board, or choose not to serve due to limited time availability, and instead receive tangible or intangible benefits. One tangible benefit could be professional development credits or training certificates; serving on a committee is a learning process in terms of facilitation, the knowledge a person acquires by serving on a committee, engaging in public service, policy analysis, and leadership skills. Another tangible is employers' encouraging employees to volunteer for a board, which helps bring added diversity by providing opportunities for individuals to easily participate and encourages civic engagement.

Mr. Brooks commented that he liked the idea of a joint meeting between the Juneau Human Rights Commission, the Systemic Racism Review Committee, and the CBJ Communications Team to work on getting the best result for recommendations on board outreach and engagement.

Ms. Woll commented that there seem to be two different paths to review; one related to encouraging employers to support civic participation and the other related to what CBJ could do to support boards and commissions. Since resolutions are the Assembly's type of external policy for future assemblies and our community, we should tailor the resolution language specifically to encourage employers to be part of CBJ's work towards better civic engagement. The JHRC and SRRC, working with the Communications Team, can bring the Assembly a recommendation on what CBJ should do to increase engagement on boards.

Mr. Brooks stated that he was fine with moving forward on some sort of action. However, his concerns were with directing organizations and employers to change their practices, or to promote engagement from their ranks.

Chair Kelly asked if Mr. Brooks felt that that language was appropriate, noting the resolution uses the word encourage vs. a direct order, or if he had alternative language to suggest.

After additional discussion on whether to move the resolution forward, it was decided that Ms. Woll and Mr. Brooks would work on the resolution and come back to the Human Resources Committee with changes to the resolution.

## **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.

The committee discussed the larger funding request from the Juneau Human Rights Commission and directed the JHRC to find an Assembly Sponsor who could bring the request forward to the Assembly Finance Committee by March 15, 2026.

The committee then discussed approval of the up-to \$750 funding request for the April 10, 2026 JHRC Town Hall event. These types of requests rarely reach the funding threshold (over \$500) that the Clerk's Office can approve; the last one to come before the HRC was in 2018 so it is always a refresher on the process. Ms. Woll brought up the request that, in the future, these requests could get approved at the committee (HRC) level without having to then go before the full Assembly for final approval, since the funds requested by Advisory Boards have already been appropriated as part of the approved FY budget process each year.

**MOTION:** by Assemblymember Woll to recommend that the Assembly Human Resources Committee forward to the full Assembly for approval, the Juneau Human Rights Committee FY26 funding request of up-to \$750 for the JHRC April Town Hall event and that the JHRC work with the Clerk's Office in the dispersal of those funds and asked for unanimous consent.

**Hearing no objection, motion passed.**

### **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](#)**

**MOTION:** by Assemblymember Hall 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 asked for unanimous consent. **Hearing no objection, motion passed.**

### **4. Update from Police Chief Bos**

Police Chief Bos walked committee members through his December memo and highlighted things the Juneau Police Department (JPD) has done since his September memo to the full Assembly. The September memo outlined JPD's self-assessment process it went through to identify the action items needing to be changed or approved upon.

Being conscious of time, Chief Bos addressed a few of the action items in the memo, the challenges JPD has encountered, and overcoming those challenges to create sustainability and longevity from those changes. He will bring additional updates to a future HRC meeting.

Item One: Medical Response Concern. What does priority medical response with officers on scene look like and how it works. The initial question was related to use-of-force incidents; JPD staff revised the wording to make it broader. One example was instances where somebody has overdosed, they're still conscious but on the way to jail, the person loses consciousness. We wanted to change the policy to say this would always be a priority medical response when asked for, and we issued that via two written directives in August. We ran into some minimal challenges, as we looked at our Emergency Medical Dispatch (EMD) System process, since it doesn't apply to officers who are already on scene as it would for someone calling an emergency in and the dispatchers needing to go through their standard checklist of questions.

Item Two: Medical Training. JPD follows all state laws and state-mandated training and tends to go above and beyond for medical training without getting into a training requiring a larger time commitment to get initial certification as well as the time commitment to maintain those ongoing certifications.

Item Three: De-escalation Refresher. The de-escalation refresher was rolled out last fall and was completed before the end of 2025. As of January 2026, JPD has changed its approach to training on the whole. We have implemented Core Principle-Based Training which reflects JPD's core principles, what we want, what is our goal, and how we would accomplish that goal through the core principle training. We then build on those core principles by repetition; introducing a new skill, then practicing that skill for multiple months. By using this new methodology, we wrap de-escalation training into everything we do, whether it's driving a car, using a firearm, practicing arrest control tactics, or learning medical response. This is a newer model of training in the country but has gotten very high reviews for sustaining quality training and sustaining officer skills.

Item Four: Hiring Standards. We reviewed our hiring standards and met or exceeded best practices as established by the International Association of Chiefs of Police as well as the Police Executive Research Forum. Some changes were made after the review was completed. We raised the written test standard from 70% to 80% after we found that while very few applicants landed between 70% and 80%, for those that did, virtually all of them were problematic, so by eliminating that category, we are hoping to avoid future problems. Changed the format of our interview process to avoid people using AI to assist during their initial virtual interview. Beginning in the second quarter of this year, we will implement an additional evaluation process of candidates focusing on how they interact with staff during the hiring process. As a candidate goes through the hiring process, they will engage with our recruiter and admin staff. Previously, those staff members never got a chance to say, here was the interaction I had with the candidate, positive, negative, or otherwise; looking at many of our applicants, that would be a very valuable tool to get that feedback from staff. Implementing these changes means we have fewer applicants that are moving forward, which impacts staffing. However, JPD would rather have good quality applicants than hire people to have a warm body.

Ms. Hall asked about the type of probationary period, how long it is and if any red flags are identified in what fellow officers, or you as the Chief, might notice, allowing an opportunity to provide a little more focus. Chief Bos responded that probationary periods are based on the pay-scale and are either 6 months or 12 months, an employee has to complete all their training requirements, and we can extend an employee's probationary period per CBJ Personnel Rules and with approval by the Manager's Office.

Item Five: Engagement with Tlingit and Haida. JPD is working with Tlingit and Haida on creating a training curriculum for JPD staff. Since JPD is a 24/7, 365 operation, Chief Bos noted the biggest challenge is finding the time to get the training curriculum finalized and schedule the training, which may have to happen multiple times to accommodate everyone's schedule. After the training happens, the focus can shift to community engagement and outreach. Tlingit and Haida invited JPD to its Elder Luncheons on a quarterly basis, and we hope to have 5-10 department employees present and assist with the luncheon; the goal being to build relationships with tribal citizens.

Ms. Woll thanked Chair Kelly for adding these updates to the agenda and thanked Chief Bos for attending and touching on several issues that had been on her mind the last few months. She said that as an Assemblymember she has repeatedly heard from the public's concern about the Immigration and Customs Enforcement (I.C.E) presence in Juneau and asked Chief Bos what the Department's approach to communicating with I.C.E is. Chief Bos stated that JPD has a great relationship with our federal partners, so most of the time, JPD knows when they are coming. However, they don't have to notify us if they are doing anything in Juneau. JPD has certain requirements regarding notification. Federal law states that if there's a person JPD contacted who is on a criminal detainer, we have to notify our federal partners.

Mr. Brooks thanked Chief Bos for the updates and talking about the core principle-based training and asked the Chief if he could speak to what some of the other core principles are that have been encompassed in that training besides de-escalation. Chief Bos responded that the core principles are based on what the training class is focused on. One example, if the class was on arrest control, one of the core principles would be how to handcuff with the least amount of force; or if force is applied, what would that look like, and how an arresting officer would appropriately apply the least amount of force necessary in an arrest.

Ms. Hall noted her concern that Juneau might have large-scale I.C.E. operations like what is happening in other communities. However, there have been people deported out of our community. As a result, our immigrant community is terrified of reporting when they are victims of a crime or involved in a minor incident such as a fender bender. Does JPD have any suggestions on how we can help reassure individuals that the Police Department is not I.C.E, and they should still feel comfortable reaching out if they have been a victim of a crime or need to report something. Chief Bos responded that JPD is here to serve Juneau. if someone, regardless of citizen status, is the victim of a crime, they have a lot of protections. JPD's job is to enforce those protections, and we encourage people to come forward and talk to us. JPD isn't mandated to report to the Department of Justice (DOJ) or I.C.E. an undocumented immigrant

that is a victim of a crime, so we encourage people to come talk to us. However, there may be individuals who have committed a crime and, through the arrest process, DOJ gets notified, and they could deport that individual from our community.

**G. STAFF REPORTS** - None

**H. COMMITTEE MEMBER COMMENTS**

Chair Kelly asked fellow HRC members if they would like to set quarterly updates from Police Chief Bos as part of the HRC agenda topics schedule. Committee members gave a resounding yes for quarterly updates; the next update will be at the May 18, 2026, Assembly HRC meeting.

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

**J. ADJOURNMENT**

With no further business to come before the committee, meeting adjourned at 6:00 p.m.