



JUNEAU HUMAN RIGHTS COMMISSION AGENDA

April 7, 2026 at 5:00 PM

Zoom Webinar

<https://juneau.zoom.us/j/9221141227> Meeting ID: 922 114 1227 Passcode: 306447

Or Call: 1-253-215-8782

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. 2026-03-17_JHRC_Minutes - Draft

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

F. AGENDA TOPICS

2. Townhall: Fostering Safety, Dignity, & Human Rights in Our Community

3. Standing Agenda Topics

- FY26/FY27 Budget
- Treasurer Report
- Community Engagement Project
- JHRC Strategic Plan 2025-2026

4. Commission Engagement Resolution

5. Joint JHRC & Systemic Racism Review Committee (SRRC) Meeting

6. Celebrating Black History Month 2027

7. Personal Safety Training in Partnership with Perseverance Theatre

G. NEXT MEETING DATE

8. Upcoming Meeting Dates - from 5-6pm via Zoom

Friday, April 10, 2026 - JHRC Town Hall Event @ UAS

Tuesday, April 21, 2026

Tuesday, May 5, 2026

Tuesday, May 19, 2026

H. SUPPLEMENTAL MATERIALS

I. ADJOURNMENT

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or city.clerk@juneau.gov at least 36 hours prior to a meeting, to request ADA arrangements.

DRAFT MINUTES
JUNEAU HUMAN RIGHTS COMMISSION
THE CITY AND BOROUGH OF JUNEAU, ALASKA
MARCH 17, 2026

- I. CALL TO ORDER/ROLL CALL: The meeting was called to order at 5:05 pm.
- a. Present: Haifa Foroughi, Alison Gottschilich, Wendy K'ah Skáahluwaa Todd, and Mary Wegner
 - b. Absent: Lance Mitchell
 - c. Support: N/A

II. APPROVAL OF AGENDA: The Agenda was approved by unanimous consent.

III. APPROVAL OF MINUTES

Minutes of the March 3, 2026 Meeting: The Minutes were approved by unanimous consent.

IV. PUBLIC PARTICIPATION NON-AGENDA ITEMS: No one from the public was present.

V. AGENDA

1. Standing Agenda Topics:

a. FY26 Budget:

- 1) Treasurer Report: Alison did not have anything new to report other than noting the need to finalize the financial aspects associated with our upcoming Townhall.
- 2) Community Engagement Project: Since our last meeting, Assembly Member Brooks shared in an email that he will not be able to sponsor our Community Engagement budget request to work with CatapultEd to implement a Community Engagement project focused on identifying barriers to engagement of underrepresented voices and voices of people who do not know how to or why to engage with CBJ. After our last meeting, Assembly Member Brooks noted that due to budget concerns at the city, he has been asked to make recommendations to reduce budgets and will not be able to support a request from a CBJ commission to add to the budget. Additionally, a request for a budget item was premature since CBJ now has a new department focused on communication and community engagement and we had not yet explored how their expertise and staff could be leveraged to support our project.

Haifa and Mary met with CBJ Communication and Engagement Director Ashley Heimbinger and Engagement Specialist Phil Huebschen to learn about the new department and to share information about our Community Engagement project. Ashley joined our meeting tonight to provide an overview of the new CBJ Communication and Engagement Department. She shared a presentation that showed how the new department is using data to increase engagement from the community within CBJ commissions and she shared data on how the public engages with information from the CBJ. There is overlap between the work of the new CBJ Communication and Engagement Department and our Community Engagement project. Haifa and Mary, as JHRC project leads for our Community Engagement project, will continue to meet with Ashley and her team to further explore ways we can collaborate to meet our objectives.

Ashley shared that she and her team are also working with the Systemic Racism and Review Committee (SRRC) on projects with a similar goal and suggested that JHRC and SRRC could both be part of the discussions moving forward. This was noted as a positive direction, since we had been wanting to meet with the SRRC for some time to discuss common goals.

- 3) Strategic Plan: Our Strategic Plan is on target and moving forward. Nothing specific was discussed.
2. Celebrating Black History Month 2027: Nothing to report currently.
3. Townhall: Our *Fostering Safety, Dignity, and Human Rights in Our Community Townhall* will be held on Friday, April 10th at 5:30 pm in the Egan Hall Seminar Room on the UAS campus with Dr. Judi Brown Clarke as our keynote speaker. Wendy shared that the agreement to use the room at UAS has been finalized, and that she has secured two of three panelist, Carin Silkaitis and Judith Ramos. Wendy is working on confirming a third panelist. Wendy will be the panel moderator and will work with Haifa to finalize the questions to be discussed during the panel.

Today Haifa and Mary received an email from CBJ Communication Specialist Tasha Elizarde with some questions she has that will allow her to help promote the event. Wendy will follow-up with Tasha to provide the requested information.

Townhall To Do List

Wendy:

- a. Gift for Dr. Brown Clarke: Wendy will arrange with Di to see if she can use the CBJ P-card to purchase a gift valued at \$250. The gift is in lieu of providing an honorarium for her keynote.
- b. Snacks and Water: Wendy will work with Di to see if she can purchase cookies and water with the CBJ P-card, and our estimated cost for this budget item was \$75.
- c. Panelist Gift: Wendy will work with Di to see if she can use the CBJ P-card to purchase three \$25 coffee cards to give as a thank you to our three panelists.
- d. Signage Tripods: Wendy will work with Dean Silkaitis to see if we can borrow two or three tripods to hold signage for the event.
- e. CBJ Communication Support: As noted previously, Wendy will work with Tasha at CBJ and provide her with information to promote the event through CBJ communication channels.
- f. Panel Questions: As noted previously, Wendy will work with Haifa to develop questions for the panel discussion.

Alison:

- a. Poster Printing: Alison will work with Di to have 40 of our posters printed through the CBJ printshop, and then she will deliver these to JAHC to have them distributed through their poster service. We have budgeted \$40 to use the JHRC poster service.
- b. Signage Printing: Alison will work with Di to have the CBJ printshop provide two or three of our posters enlarged and printed on a firm surface so they can be used as signage for the event.

Haifa:

- a. Panel Questions: As noted previously, Haifa will work with Wendy to develop questions for the panel discussion.
- b. Panel Table: Haifa will provide a tablecloth for the panel table.

Lance:

- a. Radio Promotion: Lance will work with the local radio stations to secure on-air spots with Dr. Brown Clarke and Wendy.
- b. Social Media: Lance will promote the event on social media.

Mary:

- a. Panel Table: Mary will purchase flowers for the panel table, and the estimated cost for this budget item is \$50.

Our planned purchases are well within our allocated funding of \$750.

4. Commission Engagement Resolution: Haifa learned that actions had been taken within CBJ and that our resolution is progressing through the process.
5. Joint JHRC and SRRC Meeting: No update on setting a joint meeting; however, we may be able to accomplish this goal by collaborating with the SRRC and the CBJ Communication and Engagement Department on our Community Engagement project.
6. Personal Safety Training in Partnership with Perseverance Theatre: Not discussed at this meeting.

I. PUBLIC COMMENT: No one from the public was present.

II. UPCOMING MEETING DATES

1. Tuesday, April 7, 2026 from 5:00-6:00 pm via Zoom.
2. Tuesday, April 21, 2026 from 5:00-6:00 pm via Zoom.
3. Tuesday, May 5, 2026 from 5:00-6:00 pm via Zoom.

III. ADJOURNMENT: The meeting adjourned at 6:01 pm.

Key-note speaker bio

Dr. Judi Brown Clarke, Vice President for Equity & Inclusion and Chief Health Equity 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>

TOWNHALL:
**FOSTERING SAFETY,
DIGNITY, AND
HUMAN RIGHTS**

FEATURING A PANEL OF LOCAL COMMUNITY
LEADERS AND KEYNOTE SPEAKER
DR. JUDI BROWN CLARKE, PH.D



DR. JUDI BROWN CLARKE IS VICE PRESIDENT FOR EQUITY & INCLUSION
AND CHIEF DIVERSITY OFFICER FOR STONY BROOK UNIVERSITY AND STONY
BROOK HEALTH SYSTEM, STONY BROOK NY

APRIL 10, 2026

5:30 PM

UAS EGAN LECTURE HALL

BROUGHT TO YOU BY THE JUNEAU HUMAN RIGHTS COMMISSION, A CITY
AND BOROUGH OF JUNEAU COMMISSION

Juneau Human Rights Commission

The Juneau Human Rights Commission has five members who are tasked with developing educational and informational programs to bring about the prevention and elimination of all forms of discrimination and to advise the Assembly concerning solutions to specific problems of prejudice or discrimination.

Charge of the Commission:

- ▶ Education and Public Discourse: Develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination
- ▶ 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
- ▶ Examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the City and Borough of Juneau
- ▶ Advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes
- ▶ Recommend to the Assembly action, policies, and legislation to be considered by state and local governments



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Our Current Work

Community Engagement

Identify social issues in Juneau and develop solution recommendations for the City and Borough of Juneau

Visibility

Improve our website and consider social media to increase visibility

Learn

Collaborate with local agencies and organizations to identify where there is synergy to develop areas of collaboration

Advocate

Support and advocate for community human rights needs that arise by drafting memos, resolutions, and policy recommendations to the Assembly

Celebrations

Collaborate with organizations to support a celebration of Black History month

Meetings are held in Zoom on the 1st and 3rd Tuesdays of the month from 5-6 pm

email: city.clerk@juneau.gov

Join us!



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Juneau Human Rights Commission – 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.

Approved 10-21-25

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. TBD		A. Lance and Wendy B. Wendy and Alison
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.		Haifa and Wendy
	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

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: _____
Contact Person: _____
Mailing Address: _____
Phone (Day): _____
Phone (Eve): _____

Funding Amount Requested from CBJ: _____

Other Funding Sources and Amounts: _____

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

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

Project Description:

Project Budget:

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

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

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 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!



City and Borough of Juneau

ASSEMBLY ADVISORY COMMITTEES, BOARDS, AND COMMISSIONS LETTER OF INTENT TO RAISE/SPEND FUNDS IN FY27

Please note: This form is for use by those boards that are choosing to fundraise and is not to request funds from the Assembly Advisory Board limited fund account.

Group Name: _____

Group's Treasurer: _____ (effective dates of office) _____

Mailing Address: _____

Phone (Day): _____ Phone (Eve): _____

Group's Chairperson: _____ (effective dates of office) _____

Mailing Address: _____

Phone (Day): _____ Phone (Eve): _____

Has your group received funding or other support services from the CBJ in FY24, FY25, or FY26?

No: ___ Yes: _____ Years and Amounts: _____

Please attach a separate page(s) detailing your board's proposed budget for any funds your group anticipates raising and/or needing to spend during FY27 (July 1, 2026-June 30, 2027).

Details should include anticipated revenues and methods by which those revenues will be raised, in-kind donations, and anticipated expenditures. All fundraising shall be consistent with the mission, goals and objectives of the group; please include a detailed explanation of how these revenues/expenditures meet the mission, goals and objectives of the group.

All advisory board proposed budgets for FY27 need to be submitted to the City Clerk's office no later than January 31, 2026. These will be forwarded to the Assembly Finance Committee for review and approval during the upcoming budget cycle and, if approved, are to be carried out in accordance with the CBJ Advisory Board fundraising policy as follows:

Advisory boards and committees are authorized to solicit or otherwise receive:

- *Cash donations, up to a maximum of \$250 for any single donation, and*
- *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 policy 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.

DRAFT RESOLUTION TO: INCREASE ENGAGEMENT IN CBJ BOARDS, COMMITTEES, and COMMISSIONS

Resolution to implement practices within the City and Borough of Juneau (CBJ) designed to increase civic engagement in CBJ boards, committees, and commissions.

1. Whereas, civic engagement is a fundamental tenant of a democracy and contributes to vibrancy within a community;
 2. Whereas, a review of the CBJ boards updated on 1/6/25 identifies 33 current vacancies on the 26 CBJ boards, committees, and commissions;
 3. Whereas, CBJ boards, committees, and commissions play an essential role of advising local government and informing the decision-making process;
 4. Whereas, employers that allow employees to serve on CBJ boards, committees, and commissions during work hours fosters a culture of civic responsibility, community involvement, and professional development among employees;
 5. Whereas, employers that support such participation benefit from increased community ties, and a reputation for corporate social responsibility;
 6. Whereas, the commitment to public service can enhance the skills and experiences of employees, thus indirectly contributing to the growth and improvement of the employer organization itself.
- A. Therefore, Be It Resolved, that CBJ will explore implementing practices that would encourage participation on boards, committees, and commissions, such as:
1. Establishing clear and consistent funding for CBJ boards, committees, and commissions;
 2. Identifying and communicating tangible and intangible benefits for members;
 3. Establishing a process to make invitations to individuals from underrepresented groups;
 4. Increasing the online presence with current information for the various boards, committees, and commissions;
 5. Developing a media campaign to talk about the advantages and opportunities to be involved in the various boards, committees, and commissions;
- B. Be It Further Resolved, that CBJ will encourage employers to develop and implement policies that allow employees to participate in CBJ boards, committees, and commissions during work hours;
- C. Be It Further Resolved, that such participation should be coordinated transparently between the employees and their supervisors to ensure duties are met while promoting civic engagement;
- D. Be It Further Resolved, that CBJ will provide training and resources to prepare citizens for effective and meaningful contributions on CBJ boards, committees, and commissions;
- E. Be It Further Resolved, that CBJ will recognize and promote organizations that encourage employee involvement with local boards, committees, and commissions as exemplars of community engagement.

Adopted this [DATE] by [THE CITY AND BOROUGH OF JUNEAU] as a commitment to fostering active community service and civic participation among its members.