



# JUNEAU HUMAN RIGHTS COMMISSION AGENDA

April 21, 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/ROLL CALL**

**B. APPROVAL OF AGENDA**

**C. APPROVAL OF MINUTES**

1. 2026-03-17\_JHRC\_Minutes - Draft

2. 2026-04-07\_JHRC\_Minutes - Draft

**D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS**

**E. AGENDA TOPICS**

**3. Standing Agenda Topics**

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

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

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

The SRRC will join the JHRC for its meeting at 5pm on May 19th.

**6. Celebrating Black History Month 2027**

**7. Personal Safety Training in Partnership with Perseverance Theatre**

**F. NEXT MEETING DATE**

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

Tuesday, May 5, 2026

Tuesday, May 19, 2026 - Joint meeting w/ the SRRC

Tuesday, June 2, 2026

**G. SUPPLEMENTAL MATERIALS**

**H. ADJOURNMENT**

ADA accommodations available upon request: contact the Clerk's Office (907)586-5278 or [city.clerk@juneau.gov](mailto: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 10<sup>th</sup> 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 viz Zoom.

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

DRAFT MINUTES  
JUNEAU HUMAN RIGHTS COMMISSION  
THE CITY AND BOROUGH OF JUNEAU, ALASKA  
APRIL 7, 2026

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

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

III. APPROVAL OF MINUTES

Minutes of the March 17, 2026 Meeting: The Approval of the Minutes were postponed until our next meeting, as not all members had a chance to see them.

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

V. AGENDA

1. Standing Agenda Topics:
  - a. FY26/FY27 Budget:
    - 1) Treasurer Report: Nothing to report currently.
    - 2) Community Engagement Project: Nothing to report currently.
    - 3) Strategic Plan: Our Strategic Plan is on target and moving forward. Nothing to report currently.
  2. Celebrating Black History Month 2027: Nothing to report currently.
  3. Townhall: The *Fostering Safety, Dignity, and Human Rights in Our Community Townhall* will be held on Friday, April 10<sup>th</sup> at 5:30 pm in the Egan Hall Seminar Room on the UAS campus with Dr. Judi Brown Clarke as our keynote speaker. Our panelists will be Dr. Carin Silkaitis, Dean Arts and Sciences, and Dr. Judith Ramos, Assistant Professor Northwest Coast Arts, who are both from UAS.
    - a. *Gifts and Supplies*: Di will purchase our items and meet us at the location of the townhall about 5:00 pm before the event begins. Di will bring the coffee cards, water, cookies/snacks, and flowers. We do not know if Wendy or Di will bring the thank you gift for Dr. Brown Clarke; however, we know a gift was purchased. Lance will bring thank you cards that we can sign at the event. Haifa will bring a tablecloth, and Mary will bring ball jars for the flowers.

- b. *Posters*: Alison worked with Di to secure three posters from the CBJ printshop. Alison also worked with Di to have 40 of our posters printed through CBJ and they delivered them to the JAHC and paid for the \$40 poster service fee.
  - c. *Outreach*: Lance arranged for radio interviews at both KTOO and Capitol Chat. Lance and Wendy are both promoting the event via social media. Haifa will reach out to the Juneau School District to see if they will help to promote the event to school personnel.
  - d. *Panel Questions*: Wendy circulated in email with possible questions for the panel discussion. As we looked over the list of questions, we noticed that they focused solely on the student experience regarding safety and well-being; however, our advertising for this event has not been focused solely on students and rather the larger community. Haifa will reach out to Wendy so they can broaden the questions to the larger community, which will match how we have been promoting the event. Initially, we did discuss student bullying as a reason we wanted to have this townhall, and later we decided to broaden beyond a single focus.
4. Commission Engagement Resolution: The JHRC Resolution related to boards/committees was scheduled to be on the April 6, 2026 Regular Assembly meeting agenda for adoption. During the March 9, 2026 Human Resources Committee meeting, they made an amendment to the resolution and removed the Therefore section that had the five JHRC recommendations from the resolution, which were incorporated into the JHRC letter that will accompany the resolution.
  5. Joint JHRC and SRRC Meeting: Haifa heard from SRRC Chair Ephraim Froehlich, and SRRC members will join us at our May 19, 2026 JHRC meeting at 5:00 pm to discuss how we can collaborate on projects, such as our Community Engagement Project.
  6. Personal Safety Training in Partnership with Perseverance Theatre: Nothing to report currently.

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

## II. UPCOMING MEETING DATES

1. Tuesday, April 21, 2026 from 5:00-6:00 pm via Zoom.
2. Tuesday, May 5, 2026 from 5:00-6:00 pm via Zoom.
3. Tuesday, May 19, 2026 from 5:00-6:00 pm via Zoom.

III. ADJOURNMENT: The meeting adjourned at 5:43 pm.

## 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.***