



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

June 8, 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. 2026-05-18_Assembly-HRC_Minutes - Draft

F. AGENDA TOPICS

1. Parks & Recreation Advisory Committee Appointments

Per [Ordinance 2022-64\(b\)\(am\)](#) members shall be appointed by the Assembly. Members shall be appointed to staggered three-year terms. A new member shall be seated upon appointment and serve until their term ends or until their successor is appointed. The PRAC shall advise the Assembly regarding all Parks and Recreation Department managed lands, facilities, and services including, but not limited to, the Treadwell Arena, the Aquatics Facilities, and the Jensen-Olson Arboretum.

There are three seats up for action on the Parks & Recreation Advisory Committee and all three incumbents have applied for reappointment; no other applications have been received.

Suggested Motion: I move the Assembly Human Resources Committee forward to the full Assembly for approval, the reappointment of _____, _____, and _____ all to full-terms on the Parks & Recreation Advisory Committee beginning immediately (May 1, 2026) and ending April 30, 2029 and ask for unanimous consent.

2. Systemic Racism Review Committee Discussion — *Committee is due to sunset effective August 31, 2026*

G. STAFF REPORTS

1. Update on Empowered Board Applications & Assembly Finalizing Interview/Appointment Meeting Nights

The application deadline is still open through the close of business 6/8. The number of applicants scheduled for interviews will be updated at the meeting.

Airport Board (4 seats/various terms):

Docks & Harbors Board (3 seats):

Eaglecrest Board (3 seats/various terms):

The Assembly needs to set interview dates with the Full Assembly as the Human Resources Committee for board applicant interviews, followed by a Special Assembly meeting for board appointments. Depending on the final number of applicants, the meeting could start at 5:00pm and include all three boards in one evening.

Potential dates are as follows:

Monday, June 15th or 22nd

Wednesday, June 17th or 24th

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

I. COMMITTEE MEMBER COMMENTS

J. NEXT MEETING DATE July 27, 2026

K. SUPPLEMENTAL MATERIALS

L. 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.



ASSEMBLY HUMAN RESOURCES COMMITTEE

MINUTES - Draft

May 18, 2026 at 5:00 PM

Assembly Chambers/Zoom Webinar

A. **CALL TO ORDER** – Chair Kelly called the Assembly HRC meeting to order in the Assembly Chambers & 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, Maureen Hall, & Nano Brooks

HRC Members Absent: None

Staff/Others Present: Deputy Municipal Clerk Di Cathcart, Deputy City Manager Robert Barr, Municipal Attorney Emily Wright, Deputy Municipal Attorney Sherri Layne, Police Chief Derek Bos, Fire Chief Thomas Hatley, HRRM Director Dallas Hargraves, Meeting Tech Clerk Kevin Allen, Mayor Beth Weldon, & Municipal Clerk Breckan Hendricks

D. **APPROVAL OF AGENDA** – Agenda approved as presented.

E. **APPROVAL OF MINUTES** – Minutes approved as presented.

1. **2026-04-06 Assembly HRC Meeting Minutes - Draft**

F. **AGENDA TOPICS**

1. **Ordinance 2026-11 An Ordinance Amending CBJC 42.30.010, Resisting or Interfering with an Officer, to Include Interferences with Fire Department Services.**

Chief Hatley was in attendance to answer questions the Assembly may have related to Ordinance 2026-11.

Ms. Woll acknowledged that Chief Hatley hasn't been at CBJ for very long but wondered if he could speak to what the impact of passing this would be for first responders and what type of situations, if any, that CBJ has had to see a need to pass this ordinance. Chief Hatley responded that it would help keep first responders from being assaulted and given extra protection when arriving on scene to a situation.

Ms. Woll asked if there was any real data to back up the need for these updates. Chief Hatley didn't have data to provide but noted that last year there were instances of harassment to first responders. He also referenced his time working in the Lower 48 for

agencies that have implemented these code changes with success after having first responders shot at or otherwise interfered with while trying to respond on scene to an emergency.

Ms. Hall asked staff when this ordinance or code language was last updated since some of the wording appears outdated, such as the sober verbiage referenced on page 2 of the ordinance. Attorney Layne responded that it was last updated in 1985 and it follows specific state statute language.

Mr. Brooks asked Chief Bos if by implementing this language JPD would need extra support to help in enforcement. Chief Bos responded that it shouldn't cause the need for additional support since JPD is often already heading to the scene and, if or when there is an assault on a first responder JPD gets called.

Ms. Hughes-Skandijs asked staff to explain the difference in how we charge people based on the severity of the harassment; such as in an instance of someone is intoxicated and a danger to personnel if the ordinance passes would CBJ address them similarly to current practice. Attorney Layne responded that Ms. Hughes-Skandijs was correct and while CBJ hasn't seen an increase in instances that rise to the level of assault or harassment, there are instances that hinder first responders from doing their job.

Mr. Brooks asked how these changes would apply to someone who habitually assaults or causes interference to responders. Attorney Layne outlined that it's always going to be a Class A misdemeanor, with respect to assaults and those do stack up and could rise to the felony level as an individual stacks up assault charges.

MOTION: by Ms. Woll to move Ordinance 2026-11 An Ordinance Amending CBJC 42.30.010, Resisting or Interfering with an Officer, to Include Interferences with Fire Department Services to the full Assembly for public hearing and asked for unanimous consent. ***Hearing no objection, motion passed.***

2. **Quarterly JPD Update from Chief of Police Derek Bos**

Chief Bos noted that since he had been asked several times when the items in the memo would be completed, similar to a task list, he wanted to clarify that he sees this as institutional and cultural change within the police department; so, he said, hopefully never so that JPD is always learning, growing and striving to do better.

Action Item: Community Dialogue & Engagement Update, and Tlingit/Haida Specific Partnerships

JPD participated in the May 6th Missing, Murdered, Indigenous Persons (MMIP) Event hosted by Tlingit & Haida. It was a good opportunity for bridge building and open dialogue through facilitated discussion, created a great foundation for future dialogue and JPD looks forward to continued engagement at future events. Recognizing that the MMIP crisis is of significant concern for Tlingit & Haida, JPD is committed to improving its response

and support for this to family members who have a missing or murdered loved one. JPD is looking at formalizing these relationships through appropriate MOU's and IGA's and that JPD policy, practice and culture changed to ensure that MMIP cases are prioritized, thoroughly investigated and families are supported through the process.

Action Item: ABLE [Active Bystandership for Law Enforcement] Program Update

After a slight delay due to the cancellation of the instructor class, JPD is back on track, excited for this program to roll out and expect to be fully trained by the end of July. JPD has expanded training to include all JPD staff, and the police department will be the first in Alaska to be a part of the ABLE Program.

Action Item: Policy Guidance Update

JPD has reviewed its policies and they are sound. JPD is accredited, which requires regular reporting of our current policy and documentation showing support for staff and our policy. Chief Bos noted the challenge is, as laws change at the federal, state and local levels policies need updating. Updating policy is a significant task and our current system is labor intensive for staff. JPD is looking at switching to LexiPol over the next year. They are a company utilized by 48 other states and specialize in reviewing legislation across government agencies and working with departments to make sure they are current in their policies.

Ms. Woll thanked Chief Bos for the quarterly update, and Chair Kelly for adding this topic to our HRC agendas. She asked if from the Chief's perspective, this type of communication between the Department and the Assembly was a good way to communicate and support each other or if something different was preferred. Chief Bos responded that he appreciated being here and felt it was a good forum and brought value to the community by sharing this information in a public venue.

Ms. Hall asked if all new hires go through the policy academy training. Chief Bos responded that all entry-level officers go to the police academy through basic training. Lateral officers, if the State has signed off that they have met State of Alaska requirements, attend a two-week lateral academy which trains officers in Alaska state law, so they are current in that knowledge. She followed up asking if the academy touches on community engagement cultural awareness, or sensitivity training. Chief Bos replied that at a very high level they touch on those topics, but they don't get into specifics as it relates to our unique community. Ms. Hall asked how LexiPol differs from what the police department currently uses. Chief Bos noted that LexiPol is considered the gold standard; our current program is called PowerDMS which is basically an online filing cabinet. LexiPol has attorneys and staff to help draft policy, research and look at best practices for current policies and push out updates at a minimum every six months.

Mr. Brooks asked how moral at JPD was and if there was anything JPD needed. Chief Bos said moral is good, especially now that all the snow has melted.

Chief Bos will give his next update to the Assembly Human Resources Committee at its November 16th meeting.

3. Systemic Racism Review Committee Discussion — *Committee is due to sunset effective August 31, 2026*

Committee members agreed to keep this agenda topic related to the Systemic Racism Review Committee in committee and discuss it in more detail at the June HRC meeting.

4. Resolution 4047 A Resolution Amending the Personnel Rules.

Ms. Woll asked if there are already 24 hour management positions. Director Hargrave responded that if this resolution passes, it would be the first management shift that would work 24 hours.

MOTION: by Ms. Hall to forward Resolution 4047 A Resolution Amending the Personnel Rules to the full Assembly for action at the May 18, 2026 Regular Assembly meeting and asked for unanimous consent. ***Hearing no objection, motion passed.***

G. STAFF REPORTS – Ms. Cathcart noted the possibility of moving empowered board interviews and appointments to later in June due to lack of applications. Possible dates: Monday, 6/15, Wednesday, 6/17, Monday 6/22, or Wednesday 6/24.

H. COMMITTEE MEMBER COMMENTS - Ms. Hall commented that it would be great to hear from Fire Chief Hatley quarterly, similar to how Police Chief Bos gives the HRC quarterly updates.

I. NEXT MEETING DATE June 8, 2026 at 5:00pm, Assembly Chambers/Zoom Webinar

J. SUPPLEMENTAL MATERIALS - None

K. ADJOURNMENT - with no further business to come before the committee, meeting adjourned at 5:52 p.m.

Parks & Recreation Advisory Committee – June 2026

Governing Legislation: [Ordinance 2022-64\(b\)\(am\)](#) *An Ordinance Reorganizing and Consolidating the Aquatics Board, the Treadwell Arena Advisory Board, the Jensen-Olson Arboretum Advisory Board, and the Parks and Recreation Advisory Committee.*

Term Length: 36 months

Number of Positions: 9 member board

Meeting Frequency: 1st Tuesday of the month

Staff Liaison: Administrative Assistant Annie Carroll 907-586-5226
or parks.rec@juneau.gov

PRAC [Website](#)

PRAC CURRENT ROSTER:

Ryan O'Shaughnessy: Chair/Public Seat, 1st Term/Current (6/17/2024-4/30/2027)

Josh Anderson: Public Seat, 1st Term (2 yr)(5/1/2023-4/30/2025), 2nd Term (3 yr)/Current (5/1/2025-4/30/2028)

Danika Swanson: Public Seat, 1st Term (2 yr)(5/1/2023-4/30/2025), 2nd Term (3 yr)/Current (5/1/2025-4/30/2028)

Paulette Schirmer: Public Seat, 1st Term (2 yr)(5/1/2023-4/30/2025), 2nd Term (3 yr)/Current (5/1/2025-4/30/2028)

Adrienne 'Ren' Scott: Public Seat, 1st Term/Current (6/17/2024-4/30/2027)

Kaasaank' (Andrew Williams): Public Seat, 1st Term/Current (5/1/2024-4/30/2027)

Emma Van Nes: Public Seat, 1st Term/Current (5/1/2023-4/30/2026)

Jennifer Gross: Public Seat, Partial Term/Current (3/3/2025-4/30/2026)

Susan Crandall: Public Seat, Partial Term/Current (6/23/2025-4/30/2026)

2025-2026 Assembly Liaison: Christine Woll

Presented by: The Manager
Presented: 12/12/2022
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2022-64(b)(am)

An Ordinance Reorganizing and Consolidating the Aquatics Board, the Treadwell Arena Advisory Board, the Jensen-Olson Arboretum Advisory Board, and the Parks and Recreation Advisory Committee.

WHEREAS, the Jensen-Olson Arboretum Advisory Board was most recently created by Resolution 2377 (12/11/2006); and

WHEREAS, the Parks and Recreation Advisory Committee was most recently created by Resolution 2646 (6/3/2013); and

WHEREAS, the Treadwell Arena Advisory Board was most recently created by Ordinance 2019-04(b) (1/28/2019); and

WHEREAS, the Aquatics Board was most recently created by Ordinance 2019-03(b) (1/28/2019); and

WHEREAS, the Assembly appreciates the community engagement and extensive volunteer hours members of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, the Aquatics Board, and the Parks and Recreation Advisory Committee invested into our community; and

WHEREAS, the current Assembly Advisory Board Rules of Procedure are located in Resolution 2686 (6/9/2014); and

WHEREAS, Resolution 2686 requires appointments to advisory boards based on talent and interest instead of race, creed, color, age, religion, national origin, sex, marital status, political ideology, sexual orientation, or sensory, mental or physical handicap; and

WHEREAS, Resolution 2686 also requires diverse appointments to advisory boards to reflect a membership appropriate for accomplishing the goals of the board, which should include cultural, social, political, technical, and economic viewpoints sufficient to ensure wide-ranging and active debate; and

WHEREAS, consolidation of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board duties into the Parks and Recreation Advisory Committee is in the best interest of the community because recruitment and retention of 43 engaged volunteers is challenging, board morale is low when meetings are not meaningful, staff

support time can be better spent on other projects, and fewer boards representing a larger portion of the community would be more effective and impactful.

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

Section 1. Classification. Sections 2, 3, 4, and 7 are noncode provisions. Sections 5 and 6 are code provisions.

Section 2. Repeal of Resolution 2377. Resolution 2377 is repealed. The Jensen-Olson Arboretum Advisory Board is dissolved upon the effective date of this ordinance.

Section 3. Repeal of Resolution 2646. Resolution 2646 is repealed. The Parks and Recreation Advisory Committee is reestablished consistent with Section 6 of this ordinance.

Section 4. Repeal of Ordinance 2019-04(b). Ordinance 2019-04(b) is repealed. The Treadwell Arena Advisory Board is dissolved upon the effective date of this ordinance.

Section 5. Repeal of Chapter 67.10. Chapter 67.10 – Aquatics Facilities is repealed and reserved. The Aquatics Board is dissolved upon the effective date of this ordinance.

Section 6. Amendment of Chapter 67.01. Chapter 67.01 – Recreation Areas is amended by adding articles to reestablish the Parks and Recreation Advisory Committee.

Chapter 67.01 – RECREATION AREAS

ARTICLE I. RECREATION AREA ORDINANCE

67.01.010 Short title.

...

67.01.020 Other ordinances not affected.

...

67.01.030 Areas regulated.

...

67.01.040 Intent.

...

67.01.045 Regulations.

...

67.01.050 Hours of operation.

...

67.01.080 Use; liability insurance.

...

67.01.090 Prohibited uses.

...

67.01.095 Motorized uses on Auke Lake.

...

67.01.100 Criminal liability.

...

ARTICLE II. PARKS AND RECREATION ADVISORY COMMITTEE

67.01.200 Establishment.

There is established the Parks and Recreation Advisory Committee (“PRAC”).

67.01.210 Membership.

(a) Membership. The members of the PRAC shall be nine citizens of the City and Borough of Juneau.

(b) Term. Members shall be appointed by the assembly. Members shall be appointed to staggered three-year terms. A new member shall be seated upon appointment and serve until their term ends or until their successor is appointed. A member serves at the pleasure of the assembly and may be removed at any time by an affirmative vote of six members of the assembly.

(c) Quorum. Five members constitutes a quorum.

67.01.220 Meetings.

(a) Procedure. The PRAC shall be governed by the Advisory Board Rules of Procedure, which generally follows Robert’s Rules of Order.

(b) Regular and special meetings. The PRAC should hold regular meetings on a schedule established by the PRAC and may hold special meetings—at the call of the chairperson or three members—as necessary to conduct business.

67.01.230 Subcommittees.

(a) Jensen-Olson Arboretum Endowment Subcommittee. There is established a permanent subcommittee to advise on use of the Jensen-Olson Arboretum Endowment. This subcommittee should meet at least once per year and as necessary to effectuate the business of the endowment.

(b) Special subcommittees. The chairperson—subject to ratification by the PRAC—or majority of the PRAC may create temporary special subcommittees to facilitate any discrete PRAC business issue. Membership on subcommittees may include public seats in addition to PRAC members. While all PRAC members may attend and participate in subcommittee proceedings, only

designated subcommittee members may vote. Temporary subcommittees should exist for no longer than 24 months and dissolve upon completion of the enabling charge.

(c) Facilities Subcommittee. There is established a Facilities Subcommittee that will focus on the health and good repair of all facilities under the purview of the PRAC. At a minimum of two times per year the Facilities Subcommittee shall engage users of each facility to hear from those users and to plan for facility needs.

67.01.240 Duties.

(a) Intent. With the exception of parking management and facilities maintenance services provided to other departments, the PRAC should advise the assembly regarding all Parks and Recreation Department managed lands, facilities, and services including, but not limited to, the Treadwell Arena, the Aquatics Facilities, and the Jensen-Olson Arboretum.

(b) The PRAC should review and provide recommendations to the parks and recreation director and assembly regarding the following:

- (1) Planning and development of all aspects of recreation and associated issues affecting parks and recreation in the community.
- (2) The Capital Improvement Plan (excluding Facilities Maintenance and Centennial Hall).
- (3) The department's Fee Schedule (excluding parking).
- (4) Adopted and proposed legislation, including regulations, related to the department.
- (5) Acquisition or disposal of City and Borough of Juneau lands managed or dedicated for park or recreation purposes.
- (6) Naming of parks or recreation facilities.

67.01.250 Staff Assistance.

Staff support and assistance to the PRAC may be provided by the City Manager as available and appropriate.

The director of each parks and recreation facility shall provide quarterly reports to the PRAC.

Section 7. Parks and Recreation Advisory Committee Transition Period. The Assembly intends on reestablishing the PRAC by May 1, 2023. Current members of the PRAC will continue to serve through April 30, 2023, and need to reapply if interested in a future PRAC position. In addition to new public members, all members of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board are encouraged to apply for a PRAC position. The Assembly shall appoint transitional PRAC positions as follows: three members for one-year terms, three members for two-year terms, and three members for three-year terms.

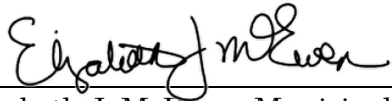
Section 8. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 27th day of February, 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: Thursday, May 7, 2026 9:28:55 AM

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

Name
Emma Van Nes
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Parks & Recreation Advisory Committee
Current of Prior Experience on CBJ Boards/Commissions/Committees
Parks & Recreation Advisory Committee (2023-2026)
Reasons for Wanting to Serve
<p>I hope to bring a strong focus on accessibility and inclusion to my service on PRAC. Through ORCA, I help provide inclusive recreational opportunities for youth, seniors, and everyone in between, regardless of ability. Our programs regularly use city parks, trails, and facilities, and we see firsthand how recreation shapes people's lives from employment and social connection to physical and spiritual well-being and a sense of belonging in community.</p> <p>Alongside accessibility, inclusive practice is deeply important to me. Everyone should have equal opportunity to participate in recreation, regardless of ability, income, or background. Recreation should be a resource embraced by the whole community, not a privilege for a select few.</p> <p>I have long admired the thoughtful management of Juneau's parks and recreation assets and the effort made to ensure they are welcoming to many. The Treadwell Arena is one example: with its sit-skate and regular community partner days, it has created a space where our ORCA youth can skate alongside youth from other organizations--an experience they truly cherish. It's a powerful example of how recreation can bring people together. I would love to see this level of accessibility, inclusion, and community involvement expanded across all of Juneau.</p>
Experience/Professional Expertise/Education

- Seattle University, B.A. International Studies, 2014-2017
- Southeast Alaska Independent Living, ORCA Youth Activities Coordinator (AmeriCorps Volunteer), Aug 2017-Jul 2018
- Southeast Alaska Independent Living, ORCA Juneau Team Lead, Jan 2019-Dec 2021
- Southeast Alaska Independent Living, ORCA Director, Dec 2021-Present

Civic Activities, Memberships or Non-profits Involved With

I currently serve as the Outdoor Recreation and Community Access (ORCA) Program Director at Southeast Alaska Independent Living (SAIL) and routinely facilitate recreational opportunities for both youth and adults with disabilities. Not only does our program routinely use and access parks and trails, but we also utilize the Treadwell Arena, the pools, the Zach Gordon Youth Center, and have visited the Jensen-Olson Arboretum.

Meeting Schedule and Attendance

Yes - I am familiar.

Date of Birth

██████████

Ethnicity

White

Gender

Female

Acknowledgement/Certification

Emma Van Nes

From: domadmin@iuneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Thursday, May 7, 2026 9:33:49 AM

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

Name
Jennifer Gross
Residence Address
[REDACTED]
Mailing Address
Same as Residence
Primary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Parks & Recreation Advisory Committee
Current of Prior Experience on CBJ Boards/Commissions/Committees
Parks & Recreation Advisory Committee 1 year March 3, 2025 - April 2026
Reasons for Wanting to Serve
<p>It has been an honor to serve on the Parks and Recreation Advisory Committee this past year. Serving in this role has given me a much greater understanding of the many facets of our community, including projects, challenges, and opportunities that I may not have otherwise been exposed to as a resident. It has strengthened my sense of civic engagement and encouraged me to become more proactive in my advocacy and participation within the community.</p> <p>I would especially like to continue supporting the ongoing development of the skate park, as this project remains important to me and represents a meaningful investment in youth recreation and community space. I also look forward to continuing to support the broader goals of Parks and Recreation and the diverse facilities and programs that serve our community.</p> <p>I believe I bring a unique perspective to the committee as someone with a wide range of hobbies and interests, along with genuine curiosity and enthusiasm for community development. I value collaboration, thoughtful discussion, and creating spaces that are welcoming and accessible for a variety of community members.</p>
Experience/Professional Expertise/Education

I am currently pursuing my Master of Social Work (MSW), where I am developing skills related to advocacy, systems thinking, communication, and community engagement. My graduate education has strengthened my understanding of how public systems impact individuals and communities and has deepened my interest in civic involvement and public service.

Serving on the Parks and Recreation Advisory Committee this past year has also been a valuable learning experience in public administration, local government processes, and community planning. I have appreciated the opportunity to both observe and actively participate in discussions that impact community recreation and public spaces.

Advocacy and community engagement are important aspects of my future professional goals, and I value opportunities to continue learning through public service.

Civic Activities, Memberships or Non-profits Involved With

My family actively utilizes Parks and Recreation facilities and programs throughout the community. My son participates in the Juneau Soccer Club and regularly uses the field house facilities. I also plan to participate in hockey programming at the ice rink this fall.

While I do not currently hold formal memberships with local organizations, I am an active community member who frequently uses parks, trails, recreation facilities, and community spaces. My continued involvement with Parks and Recreation comes from both personal investment in these resources and a desire to support their ongoing growth and accessibility for the community.

Meeting Schedule and Attendance

Yes

Date of Birth

██████████

Ethnicity

African American

Gender

Female

Acknowledgement/Certification

Jennifer Gross

From: domadmin@juneau.org
To: [CBJ Boards; Di Cathcart](#)
Subject: New submission from CBJ Board Application
Date: Wednesday, April 8, 2026 11:04:26 AM

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

Name
Susan Crandall
Residence Address
[REDACTED]
Mailing Address
Included Below
Mailing Address
[REDACTED]
Primary Phone
[REDACTED]
Secondary Phone
[REDACTED]
Email
[REDACTED]
Board, Commission, Committee
Parks & Recreation Advisory Committee
Current of Prior Experience on CBJ Boards/Commissions/Committees
I have served on the parks and recreation advisory committee for the last 8 months. I have only missed one meeting because I was out of town and forgot to call in. Sorry about missing the one meeting.
Reasons for Wanting to Serve
I want to continue to serve so I can be a part of shaping Juneau's parks.
Experience/Professional Expertise/Education
I have an accounting degree but the only experience I have is enjoying the parks that are owned by CBJ. I have been to a meeting to discuss the plan for the Jackie Renninger Park. I enjoyed hearing from the public on what they want.

Civic Activities, Memberships or Non-profits Involved With

Participate in the Walk Southeast Program.

Meeting Schedule and Attendance

Yes

Date of Birth

██████████

Ethnicity

White

Gender

Female

Acknowledgement/Certification

Susan Crandall



CITY & BOROUGH ASSEMBLY
c/o OFFICE OF THE MUNICIPAL CLERK
155 Heritage Way, Room 215
Phone: (907)586-5278 Fax: (907)586-4552
e-mail: boroughassembly@juneau.gov

MEMORANDUM

Date: June 2, 2026
To: Assembly Human Resources Committee
From: Paul R. Kelly, HRC Chair
Re: Systemic Racism Review Committee

The purpose of this memo is to help guide our decision regarding the scheduled sunset of the Systemic Racism Review Committee (**SRRC**) on August 31. After reviewing the discussion at the joint meeting between the Juneau Human Rights Commission (**JHRC**) and the Systemic Racism Review Committee, I've identified four possible pathways:

1. we allow the SRRC to sunset;
2. we change the charge and possibly the size of the SRRC;
3. we fold the SRRC into the JHRC; or
4. we allow the SRRC to continue with its current membership.

Below, I've outlined what I believe this committee should consider with each of the above pathways. I've also provided recommended motions that I hope would make our intent clear to staff. I've put optional variations to these motions in parentheses.

Allowing the SRRC to sunset

For the SRRC to sunset, technically the Human Resources Committee (**HRC**) or the Assembly doesn't need to do anything. However, the HRC only represents 4 of the Assembly's 9 members. To allow the rest of the Assembly to evaluate our decision, we could forward a recommendation to the July 13 Committee of the Whole (**COW**). At a minimum, I would announce our decision to the full Assembly at the June 8 Regular Assembly meeting during my committee report.

Recommended motion: I move that the HRC recommend allowing the SRRC to sunset (and forward this recommendation to the July 13 COW).

Changing the Charge / Size of the SRRC

The SRRC currently has seven seats, three of which are vacant. This makes it difficult to achieve a quorum. Eliminating some or all of the vacant seats would allow the committee to continue its work with fewer members.

Are we currently satisfied with the charge of the SRRC as stated in Ordinance 2023-20(b)? If not, do we want to recommend any changes?

Do we want to amend the size of the SRRC?

If we are deciding to change the charge or size of SRRC, do we want to push the sunset date back or eliminate it altogether?

Recommended motion: I move that the HRC direct staff that an ordinance be drafted (suspending the sunset / amending the sunset to ###/###/####) of the SRRC (with a new membership size of ## members) and no amendments to its current charge (or any amendments to the charge you want to offer), that this ordinance be introduced at the July regular Assembly meeting.

Folding the SRRC into the JHRC

Each body has its own charges. Ordinance 2023-20(b) outlines the duties of the SRRC while Resolution 4000 outlines the duties of the JHRC. Looking at these charges side-by-side, there is clearly some redundancy. The two bodies met last month in joint session and talked about finding opportunities to collaborate. The SRRC plans to form a subcommittee at its June 9 meeting to continue this discussion with the JHRC.

If we intend to merge the bodies, we need to decide on the new size and the new charge. There are currently 5 seats on the JHRC, all of which are filled. There are currently 7 seats on the SRRC, 4 of which are filled.

Recommended motion: I move that staff be directed to produce legislation that merges the SRRC into the JHRC; the combined commission having ## members including the currently seated members of both bodies; and with all of the duties outlined in Ordinance 2023-20(b) and Resolution 4000 (except for... *site specific lines in the ordinance or resolution you want to discontinue*).

Keeping the status quo

If we want to keep the SRRC exactly as it is currently, with the same charge and same membership, then the Assembly needs to introduce an ordinance at the July 27 meeting. Alternatively, we could also forward our recommendation to the COW. If we keep the status quo, do we want to set a new sunset date or allow it to continue indefinitely?

Recommended motion: I move that we forward to the full Assembly (or COW for discussion) an ordinance extending the mandate of the SRRC to ###/###/#### (or indefinitely).



Office of the Deputy City Manager

155 Heritage Way
Juneau, Alaska 99801
PHONE: (907) 586-5240
FAX: (907) 586-5385
Robert.Barr@juneau.gov

TO: Chair Kelly & Assembly Human Resources Committee Members

FROM: Robert Barr, Deputy City Manager

DATE: May 18, 2026

RE: Systemic Racism Review Committee (SRRC)

The Systemic Racism Review Committee is scheduled to sunset per [Ordinance 2023-20\(b\)](#) on August 31, 2026. That ordinance proscribed a time for SRRC to report back to the Assembly, which occurred at Centennial Hall at the December 15, 2025, [joint Assembly HRC/SRRC meeting](#). Minutes from that meeting have been included in the HRC packet along with Ordinance 2023-20(b) which includes the SRRC's charge.

The Assembly HRC options are:

1. Discuss and/or seek additional information on the work of the SRRC and determine if the committee wishes to make a proposal to the full body regarding the SRRC.
2. Introduce legislation changing any element of Ordinance 2023-20(b).
3. No action – SRRC sunsets.

Recommendation:

This policy decision rests with the Assembly.



JOINT ASSEMBLY HUMAN RESOURCES COMMITTEE & SRRC MEETING MINUTES

December 15, 2025 at 5:00 PM

Centennial Hall/Zoom Webinar

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

101 Egan Dr. - Centennial Hall Ballroom 3

A. CALL TO ORDER Chair Kelly called the Full Assembly as the HRC for a joint meeting with the Systemic Racism Review Committee to order at 5:04 p.m.

B. LAND ACKNOWLEDGEMENT - Read by Assemblymember Steininger

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 - ASSEMBLY & SRRC MEMBERS

Assemblymembers Present: HRC Chair Paul Kelly, Deputy Mayor Greg Smith, Ella Adkison, Neil Steininger, Maureen Hall, and Nano Brooks

Assemblymembers Absent: Mayor Beth Weldon, Alicia Hughes-Skandijs, and Christine Woll

SRRC Members Present: SRRC Chair Ephraim Froehlich, Ivan Nance, Jennifer Pemberton, and AnaVera Morato

SRRC Members Absent: None

Staff/Others Present: Deputy Municipal Clerk Di Cathcart, Municipal Attorney Emily Wright, Municipal Clerk Breckan Hendricks, & Tech Clerk Kevin Allen

D. APPROVAL OF AGENDA - Agenda approved as presented

E. AGENDA TOPICS

1. Joint Discussion with Systemic Racism Review Committee

HRC Chair Kelly opened the discussion with introductions by the Assembly and SRRC members; then asked SRRC members how they see their roles and what they need to be more effective.

SRRC Chair Froehlich, thanked the Assembly and stated there is a need for this committee and the work it does. While it's hard to find systemic racism through individual ordinances, the SRRC has been able to flag concerns when they see them and forward those concerns to the

Assembly. With the expansion of the committee's charge, the SRRC has been trying to focus on broader topics such as board recruitment and diversity best practices. However, the committee has had their own struggles with retaining members.

Ms. Morato and Ms. Pemberton both stated that transparency is key, and the committee is interested in looking at past CBJ hiring practices once it completes its work on the board's and committee's topic. Mr. Nance shared that he would like to see more participation from the community in local government and hoped the new communications team would help with that. He thanked staff for all the work they do to support the SRRC.

At the request of Ms. Hall for any information such as books or websites relating to systemic issues that would be helpful to the Assembly, SRRC Chair Froehlich offered to pull some resources together to share with Assemblymembers.

Mr. Smith asked how the roles of the Systemic Racism Review Committee intertwine with the work of the Juneau Human Rights Commission. SRRC Chair Froehlich noted that he and JHRC Chair, Haifa Foroughi, have discussed future collaboration opportunities. He acknowledged there were similarities in each committee's work. However, he cited that the committees have different charges, with JHRC taking a more macro-scale approach and the SRRC taking a more targeted level approach when flagging issues observed within CBJ.

Mr. Brooks asked what the most unexpected issue was they've come across as a committee so far. SRRC Chair Froehlich appreciated the work, discussions and recommendations the committee brought forward to the Assembly and CBJ staff this year related to the proposed misconduct ordinance. Thanks to those discussions, along with concerns voiced from the community and the Assembly, that ordinance was tabled indefinitely. Ms. Pemberton responded that it was the small stuff that gets overlooked vs. something overtly racist. The committee has trained itself well to look for those blind spots and be the scrutiny to represent those that aren't being represented. Ms. Morato added that the committee looks at who would benefit and who would be hurt by CBJ policies, and the importance of continued outreach to the underrepresented.

Mr. Steininger thanked the committee for working on recruitment recommendations for boards and was looking forward to being the Assembly liaison to the SRRC during the next year.

F. SUPPLEMENTAL MATERIALS None

G. ADJOURNMENT

With no further business to come before the committee, meeting adjourned at 6:01 p.m.

Systemic Racism Review Committee June 2026 Roster

Ordinance 2023-20(b) An Ordinance Amending the Duties of the Systemic Racism Review Committee

The Committee is charged with the following:

- (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.

Term Lengths: 36 months **Number of Positions:** 7 member board **Meeting Frequency:** Tuesdays @ Noon following a Regular Assembly Mtg night.

Staff Liaisons: Municipal Clerk's Office 907-586-5278 or city.clerk@juneau.gov

SRRC CURRENT ROSTER:

Ephraim Froehlich: Chair/Public Seat, 1st Term(8/25/2022-6/30/2025), 2nd Term/Current (7/1/2025-6/30/2028)

Jennifer Pemberton: Public Seat, 1st Term/Current (7/1/2023-6/30/2026)

AnaVera Morato: Public Seat, 1st Term/Current (7/1/2023-6/30/2026)

Melody Musick: Public Seat, Partial Term/Current (2/9/2026-6/30/2027)

Vacant Seat: Public Seat, Term runs (immediately-6/30/2026) *seat previously held by Ivan Nance*

Vacant Seat: Public Seat, Term runs from 7/1/2025-6/30/2028

Vacant Seat: Public Seat, Term runs from 7/1/2025-6/30/2028

2025-2026 Assembly Liaison: Neil Steininger

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

Juneau Human Rights Commission June 2026 Roster

Resolution 4000 A Resolution Reestablishing the Juneau Human Rights Commission for the Purpose of Amending the Number of Commission Members, and Repealing Resolution No. 2946

Term Length: 36 months **Number of Positions:** 5 member board **Meeting Frequency:** 1st Tuesday & 3rd Wednesday of the month with a summer hiatus until Sept.

Staff Liaison: City Clerk's Office 907-586-5278 or city.clerk@juneau.gov

JHRC Website

JHRC CURRENT ROSTER:

Haifa Foroughi: Chair/Public Seat, Partial Term (2/11/2013-5/31/2014), 1st Term (6/1/2014-5/31/2017), 2nd Term (6/1/2017-5/31/2020), 3rd Term (6/1/2020-5/31/2023), 4th Term/Current (6/1/2023-5/31/2026)

Mary Wegner: Public Seat, Partial Term (3/21/2021 – 5/31/2021), 1st Term (6/1/2021 – 5/31/2024), 2nd Term/Current (6/1/2024-5/31/2027)

Lance Mitchell: Public Seat, Partial Term (4/4/2022-5/31/2023), 1st Term/Current (6/1/2023-5/31/2026)

Alison Gottschlich: Public Seat, 1st Term/Current (9/16/2024-5/31/2027)

Wendy Todd: Public Seat, Partial Term/Current (immediately – 5/31/2026)

Presented by: HRC
Presented: 04/07/2025
Drafted by: Law Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 4000

A Resolution Reestablishing the Juneau Human Rights Commission for the Purpose of Amending the Number of Commission Members, and Repealing Resolution No. 2946.

WHEREAS, the Assembly of the City and Borough of Juneau established the Human Rights Commission in 1992, by Resolution No. 1615am, to address the issue of discrimination and harassment within the City and Borough of Juneau; and

WHEREAS, the Assembly re-established the Commission in 2003 by Resolution 2209, in 2008 with Resolution 2436, in 2016 with Resolution 2738; and again in 2021 with Resolution 2946; and

WHEREAS, the Assembly's purpose in establishing the Human Rights Commission, as stated in Resolution Nos. 1615am, 2209, 2436, 2738, and 2946 remains unchanged: the 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; and

WHEREAS, it continues to be the policy of the municipality to eliminate and prevent discrimination and harassment; and

WHEREAS, the Human Rights Commission has requested that its membership be modified from seven members to five members.

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

Section 1. Human Rights Commission re-established.

- (a) There is established a human rights commission consisting of five persons, which shall be known as the City and Borough of Juneau Human Rights Commission.

- (1) The Assembly shall appoint members of the Commission to staggered three-year terms. Members shall be selected to provide the most balanced representation possible. A member of the Commission shall be eligible for reappointment.
- (b) The Commission is charged 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.
 - (3) Examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice in the City and Borough of Juneau.
 - (4) Advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.
 - (5) Recommend to the Assembly the action, policies, and legislation to be considered by state and local governments.

Section 2. Procedure. The Commission's procedure shall be governed by the Advisory Board Rules of Procedure, and as such may be amended from time to time.

Section 3. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Commission shall select its own officers and shall hold regular meetings on a schedule established by the Commission, as well as such special meetings as required to conduct business. The presence of three members constitutes a quorum and any action of the Commission requires three or more affirmative votes to be approved.

Section 4. Staff Assistance. Staff support to the Commission shall be provided by the City Manager as available and appropriate.

Section 5. Repeal of Resolution. Resolution No. 2946 is repealed.

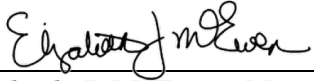
Section 6. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 19th day of May, 2025.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk