



FAIRBANKS DIVERSITY COUNCIL
REGULAR MEETING AGENDA
JULY 13, 2021, 5:30 – 7:00 P.M.
HELD VIA ZOOM WEBINAR AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The City of Fairbanks recognizes that our community is a diverse one, with a wide variety of ethnic backgrounds, cultures, beliefs and orientations and recognizes this diversity as an asset and resource for our community. The establishment of a Fairbanks Diversity Council can provide the City Council and Fairbanks North Star Borough Assembly with advice and recommendations to promote equal opportunity for all members of the public.

1. CALL TO ORDER & READING OF THE FDC MISSION STATEMENT
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. CITIZENS' COMMENTS (Limited to 3 Minutes)
6. MAYOR & CITY STAFF REPORTS
7. APPROVAL OF PREVIOUS MINUTES
 - a) Regular Meeting Minutes of April 13, 2021
 - b) Work Session Meeting Minutes of May 11, 2021
 - c) Regular Meeting Minutes of June 8, 2021
8. UNFINISHED BUSINESS
 - a) Diversity Action Plan (DAP) Review
9. NEW BUSINESS
 - a) Appointment of Vice Chair
 - b) Presentation Request from Fairbanks Chamber of Commerce Jackie Lundberg
 - c) Discussion on Letters of Support by the FDC
10. FDC MEMBERS' COMMENTS
11. MEETING DATES
 - a) Next Regular Meeting Date, August 10, 2021
12. ADJOURNMENT



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 APRIL 13, 2021, 5:30 – 7:00 P.M.
 HELD VIA ZOOM WEBINAR AND AT
 FAIRBANKS CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council** (FDC) convened at 5:30 p.m. on the above date to conduct a Regular Meeting via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with **Mayor Jim Matherly** presiding (via Zoom, left at 5:39 p.m.) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (Z) Kennita Williams, Seat A (Z) Doug Toelle, Seat J
 (Z) Robert Dorton, Seat B (Z) Sara Harriger, Seat K
 (Z) Juanita Webb, Seat D (P) Angela Foster-Snow, HR Dir.
 (Z) Andrew Aquino, Seat G (Z) June Rogers, Councilmember

Members Absent: Jose Martinez II, Seat C Vacant, Seat H
 Shelissa Thomas, Seat E (excused) Kelvin Lee, Seat I
 Rita Davis, Seat F

Also Present: (P) Ron Dupee, Police Chief (P) D. Danyielle Snider, City Clerk
 (P) Rick Sweet, Deputy Police Chief (P) Mike Meeks, Chief of Staff
 (Z) Kristi Merideth, Dispatch Mgr. (Z) Tim Zinza, Engineer III
 (Z) Myrlene Wheelock, Lead Operator (Z) Kirsten Loaiza, Engineer II
 (Z) Jill Copeland, FPD Officer (Z) Amy Davis, FPD Lieutenant

CALL TO ORDER & READING OF THE FDC MISSION STATEMENT

At the direction of Chair Matherly, Clerk Snider read the mission statement and called the roll.

Chair Matherly stated that the plan at the last meeting was to honor women working at the City in roles filled traditionally by males, but there was no quorum at the meeting. He stated he will need to leave the meeting to fulfill another obligation, so Second Vice Chair Williams, Clerk Snider, and Ms. Foster-Snow will guide the meeting. He introduced several City staff attending via Zoom who would be presenting to the FDC later in the meeting. **Chair Matherly** stated that the City has a strong presence of diversity, and City staff recently participated in diversity training. **Chair Matherly** excused himself from the meeting.

PLEDGE OF ALLEGIANCE

FDC members recited the Pledge of Allegiance together.

APPROVAL OF AGENDA

Mr. Aquino, seconded by **Ms. Webb**, moved to APPROVE the Agenda.

There being no objection or proposed changes, the Agenda was APPROVED.

CITIZENS' COMMENTS (Limited to 3 Minutes)

Clerk Snider stated that there were no citizens in the Council Chambers. An opportunity was provided for citizens to comment via Zoom, and no citizens wished to provide comments.

MAYOR & CITY STAFF REPORTS

a) Introduction of Chief of Police Ron Dupee and Deputy Chief Rick Sweet

Ms. Foster-Snow introduced everyone to the newly confirmed Chief of Police, Ron Dupee, and Deputy Police Chief, Rick Sweet. She stated that the hiring and selection process was daunting, and she spoke highly of both Dupee and Sweet. She shared that Mr. Aquino was a part of the hiring committee. She turned the floor over to Chief Dupee.

Chief Dupee stated he is excited to be present to support Ofc. Jill Copeland and Lt. Amy Davis for their presentations later in the meeting. He stated he is glad to have DC Sweet at his side, and he stated that they are excited to work with the FDC to achieve goals for the City of Fairbanks.

DC Sweet stated that he and Chief Dupee are committed to following through with the plan they shared with the FDC a few months ago. He stated that the Fairbanks Police Department (FPD) is working with the Administration to get training on local diversity awareness.

Ms. Foster-Snow stated that when she began at the City six years ago, there was only one female police officer at the FPD, and now there are four.

Second Vice Chair Williams congratulated both Chief Dupee and DC Sweet.

b) Honoring Women Working at the City

Ms. Foster-Snow introduced each of the following City employees before they spoke to the FDC:

Amy Davis, Investigations Lieutenant, FPD – Lt. Davis stated she has been with the FPD for nearly a year. She stated she spent 10 years of her career in Bethel, and she feels fortunate to have not experienced challenges in her career with being a female in a field typically dominated by males. She stated she looks forward to working with the Fairbanks community, as she served on various boards in Bethel. Lt. Davis stated she has specialized in sexual assault and domestic violence cases as well as homelessness.

Jill Copeland, Police Officer, FPD – Ofc. Copeland indicated that her family recently relocated to Fairbanks, so she got to experience -30 degrees pretty quickly. She stated she has been with the FPD since the beginning of February, but she spent about 10 years as a police officer in San Diego and another year-and-a-half as a police officer in Daytona Beach. She stated that she has been impressed with her peers and supervisors at the FPD, and she feels that she has been treated with a lot of respect. Ofc. Copeland stated she has also been fortunate in her career to have been embraced

within her field, and she feels that competence and dependability help a person gain respect. She thanked the FDC for having her.

Kirsten Loiza, Engineer II, Engineering Department – Ms. Loiza stated she has been with the Engineering Department for nearly four years, and she is primarily involved in the design and construction for capital improvement projects, which includes the reconstruction of roads, sidewalks, and utilities. She stated that the City of Fairbanks has a diverse environment, and she has felt supported by her supervisors and coworkers. Ms. Loiza stated that her supervisor, Robert Pristash, has pushed her to gain engineering experience and expand her role and responsibilities. She stated she loves math and science and solving problems, and she knew that engineering was the career path for her. She stated that she hopes other women who pursue engineering as a career are as rewarded as she has been in her choice of career.

Myrlene Wheelock, Lead Operator, Public Works Department – Ms. Wheelock stated she has worked at the City of Fairbanks for 18 years, the first 6 years as a temp. She stated she is from a farm in Minnesota, so she has been around equipment her whole life. She shared that working at the City has been awesome but being a woman in her career field has been a challenge. Ms. Wheelock stated that it has taken years for her to gain the respect of her peers.

Ms. Foster-Snow thanked all those who shared with the FDC. She stated that Clerk Snider will share her screen to highlight more female Public Works employees at the City. **Ms. Foster-Snow** recognized each the following Public Works employees: Courtney Sheen, Dispatcher Clerk; Jayla Gentry-Conley, Operator; Myrlene Wheelock, Lead Operator; Lynette Baugher, Night Lead Operator; Kyla Durham, City Plumber; Misty Buckles, Heavy Duty Mechanic; Lillibeth Lantz, Custodian; Tracy Morphis, Dispatcher; Carolyn Barker, Warehouse/Records Coordinator; and Candace Cullen, Temp Laborer.

Ms. Rogers applauded the women. She stated that it is good to hear the satisfaction that ran through all the comments, and it is heartening to hear.

Ms. Webb thanked those who presented. She stated that the work the women are doing makes her granddaughters' lives better and that people should never become complacent.

Mr. Aquino echoed the comments of others and thanked all those who shared with the FDC. He stated that grit and resilience result from barriers that have existed, and he commended Ms. Wheelock for her resilience. He expressed hope that the presentation could be shared with a broader audience and stated that successes should be counted. He indicated that future generations will see that the various industries are accessible.

Mr. Dorton stated he is proud to be a part of the Golden Heart City, and it is good to show the rest of the state how we treat our own.

Second Vice Chair Williams echoed the comments of others. She stated she is proud of all the women representing the City and the hard work that they do. She stated that representation is very important, and she would love for others to be able to see the presentation. She stated she

understands the challenges of working in a career where you are different than others. She thanked all those who presented for representing women well.

Mr. Toelle stated it is great to see faces to some of the numbers that are reported to the FDC. He stated that the information is something to be celebrated.

Ms. Harriger thanked all those who presented and congratulated them on their careers. She stated that she was delighted to hear of their satisfaction in working at the City of Fairbanks.

Ms. Foster-Snow thanked staff for attending and stated she hopes to get the information presented out to the community.

Ms. Rogers requested that when Ms. Foster-Snow contacts the News Miner, she ask that Kris Capps write about it in the “Our Town” section.

APPROVAL OF PREVIOUS MINUTES

- a) Regular Meeting Minutes of January 12, 2021

Mr. Toelle, seconded by **Mr. Aquino**, moved to APPROVE the meeting minutes.

There being no objection or proposed changes, the minutes were APPROVED.

UNFINISHED BUSINESS

- a) Diversity Action Plan (DAP) Work Session Scheduling

Clerk Snider stated that the FDC could hold the work session in place of a regular meeting, or they could schedule another date to hold the work session. Members briefly discussed dates and agreed to hold the work session on Tuesday, May 11 at 5:30 p.m. in place of the regular meeting.

FDC MEMBERS’ COMMENTS

Ms. Rogers stated that she has been a member of the FDC since its first meeting. She stated she is pleased to see both the Chief and the Deputy Chief at the meeting, and she spoke about the history of the FDC encouraging the hiring of a Cold Case Detective at FPD. She stated that the City Council approved a position, but she has not heard regular reports on cold cases in quite a while. She requested that FPD provide regular reports the FDC on the City’s cold cases.

Ms. Webb thanked all those attending and those who presented.

Mr. Aquino suggested posting the photos and the quotes from the presentation to social media as a way to share the information with the community. He stated that it has been a smiling meeting.

Mr. Dorton congratulated Chief Dupee and DC Sweet, and he stated that he has a lot of respect for them. He commented that it is great to be a part of the process. He expressed excitement for

all the new things happening in the community, such as the Crisis Now project, and stated that he is happy to be a part of it.

Second Vice Chair Williams stated that it is good to see everyone. She congratulated Chief Dupee and DC Sweet and thanked them for all their hard work. She echoed Mr. Aquino's comments about the presentation.

Mr. Toelle thanked all those who presented or wrote down their thoughts about working for the City. He agreed that it was a "smiling meeting."

Ms. Harriger echoed other members' thanks and stated that it was a pleasant, informative meeting.

Ms. Foster-Snow stated that she had no comments.

MEETING DATES

a) Next Regular Meeting Date, May 11, 2021

It was decided earlier that the FDC would hold a work session on the DAP in place of the May regular meeting.

ADJOURNMENT

Mr. Toelle, seconded by **Ms. Harriger**, moved to ADJOURN the meeting.

Hearing no objection, **Second Vice Chair Williams** declared the meeting ADJOURNED at 6:19 p.m.

Jim Matherly, Mayor/Chair

D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



FAIRBANKS DIVERSITY COUNCIL
WORK SESSION MINUTES
MAY 11, 2021, 5:30 P.M.
HELD VIA ZOOM WEBINAR AND AT
FAIRBANKS CITY COUNCIL CHAMBERS
800 CUSHMAN STREET, FAIRBANKS, ALASKA



The **Fairbanks Diversity Council** (FDC) convened at 5:30 p.m. on the above date to conduct a Work Session on the Diversity Action Plan via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with **Mayor Jim Matherly** presiding (remotely) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Robert Dorton, Seat B (Z) Doug Toelle, Seat J
(Z) Jose Martinez II, Seat C (at 5:38 p.m.) (Z) Sara Harriger, Seat K
(Z) Shelissa Thomas, Seat E (Z) Angela Foster-Snow, HR Dir.
(Z) Andrew Aquino, Seat G (Z) June Rogers, Councilmember
(P) Kelvin Lee, Seat I

Members Absent: Kennita Williams, Seat A Rita Davis, Seat F
Juanita Webb, Seat D Vacant, Seat H

Also Present: (P) D. Danyielle Snider, City Clerk

Chair Matherly welcomed everyone to the Work Session and asked the Clerk to provide an introduction to the Diversity Action Plan (DAP).

INTRODUCTION TO THE DAP (Fairbanks General Code, purpose)

Clerk Snider stated that Fairbanks General Code Sec. 2-235 is included in the agenda packet, and she read the purpose of the DAP. She also read the City of Fairbanks Mission Statement. She stated that the FDC is tasked with reviewing the plan every five years, and it was last reviewed in 2016-2017.

TIMELINE FOR COMPLETED RECOMMENDATION TO THE CITY COUNCIL

Chair Matherly spoke briefly about the “Sleeves Up for Summer” campaign to encourage COVID-19 vaccines in the community. He thanked Ms. Harriger for her work on the DAP; he stated that the FDC had begun working on the DAP but stopped when the pandemic hit in 2020. He stated that he would like each member to volunteer to take a section of the DAP to review its format and content before the June meeting. **Chair Matherly** stated that the FDC could set aside 20-30 minutes of its next few regular meetings to work on the DAP with the goal of having it ready to present to the City Council by the end of 2021.

DAP REVIEW

a) Format

Chair Matherly stated that he is open to member suggestions on the format of the DAP.

b) Content

Chair Matherly stated that he would like members to bring suggestions for each section they are assigned back to the whole group for review.

Chair Matherly shared that the appointment of a new Second Vice Chair will occur in July. He asked members to think about whether they are interested in serving in that role. He stated also that there are several FDC members whose terms will be expiring soon, and he asked for the group's help in getting word out about the upcoming vacancies. **Chair Matherly** asked FDC members to indicate which section(s) of the DAP they would be willing to review. Members volunteered to review the DAP as follows:

- Goals 1 and 3 – Mr. Aquino and Ms. Harriger
- Goals 2 and 5 – Mr. Dorton and Mr. Lee
- Goal 4 – Mr. Toelle
- Goal 6 – Mr. Martinez

Chair Matherly stated that the Clerk will send out the DAP assignments to the entire group. He asked everyone to review their respective sections and bring recommendations back to the group at the next meeting. He stated the FDC could dedicate time to work on the DAP at each of the next three meetings.

Mr. Aquino asked whether there are any areas or groups lacking representation on the FDC. **Chair Matherly** responded that everyone brings something different to the table, but he spoke in favor of military or student/youth representation. **Mr. Dorton** suggested getting someone to serve on the FDC who is involved with Crisis Now. **Chair Matherly** agreed that that is a good suggestion and stated he would talk to Mike Sanders to see if there is anyone he might recommend. **Ms. Rogers** stated that there is a large population of Asian people in Fairbanks and suggested more representation in that area. **Chair Matherly** stated that members could invite potential applicants to next month's meeting to observe.

MEETING DATES

- a) Next Regular Meeting Date, June 8, 2021

ADJOURNMENT

Chair Matherly declared the Work Session ADJOURNED at 5:55 p.m.

Jim Matherly, Mayor/Chair

D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 JUNE 8, 2021 – 5:30 – 7:00 P.M.



HELD VIA ZOOM WEBINAR AND AT CITY COUNCIL CHAMBERS
 800 CUSHMAN STREET, FAIRBANKS, ALASKA

The **Fairbanks Diversity Council** (FDC) convened at 5:30 p.m. on the above date to conduct a Regular Meeting via Zoom Webinar and at the City Council Chambers, 800 Cushman Street, Fairbanks, Alaska, with Mayor Jim Matherly presiding (P) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Robert Dorton, Seat B (Z) Sara Harriger, Seat K
 (Z) Andrew Aquino, Seat G (Z) June Rogers, Councilmember
 (Z) Doug Toelle, Seat J (P) Angela Foster-Snow, HR Director

Members Absent: Kennita Williams, Seat A Rita Davis, Seat F
 Jose Martinez II, Seat C Vacant, Seat H
 Juanita Webb, Seat D (excused) Kelvin Lee, Seat I (excused)
 Shelissa Thomas, Seat E (excused)

Also Present: (P) Mike Meeks, Chief of Staff (P) D. Danyielle Snider, City Clerk

Chair Matherly stated that six voting members are required for a quorum, and there was not a quorum present to conduct business.

At 5:40 p.m., **Chair Matherly** dismissed the FDC as there was still no quorum present.

 Jim Matherly, Mayor/Chair

 D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS

Sec. 2-235. - Diversity action plan—Guiding principles.

- (a) The purpose of the diversity action plan is to increase the capacity of the city to succeed in its mission of serving all of the people of Fairbanks. The diversity action plan will provide guidance to the city council and employees of the city to become culturally competent and inclusive. The following guiding principles shall apply to the diversity action plan:
 - (1) The diversity action plan is a business necessity, crucial to the continuing success of the city. The focus of the city's diversity development strategy is the creation of an organizational culture that values diversity and supports cultural competency in its workforce. Diversity is one of the foundations upon which the city's goals for organizational development, workforce development, service design and service delivery will be built.
 - (2) Everyone associated with the city is a stakeholder in diversity development. The city will provide its employees with methods to recognize, support and reward diversity development efforts and accomplishments. The city will include community partners in planning for diversity development.
 - (3) All City employees are professionally and personally accountable to assess how their beliefs, attitudes and knowledge affect the city's capacity to serve our multicultural community. This includes seeking self-understanding, gaining knowledge of other cultures, developing cross-cultural communication skills, providing leadership and supporting appropriate cultural change within the city.
 - (4) Equal Employment Opportunity, the Americans with Disabilities Act, along with other civil rights legislation, rules and policies are viewed as a set of tools that provides the foundation for diversity development. Compliance with these laws, rules and policies establishes direction and provides guidelines for organizational change within the city. They support the increase of diversity and cultural competency, and the reduction of bias in our workforce. They provide a framework for creating an environment of inclusion in the city.
- (b) After adoption by the city council, the diversity action plan shall be amended as necessary and with a full review performed at least every five years after initial adoption.

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
1. Internal City Processes. Review internal City processes such as hiring, promotions and recruiting. Provide guidance and training to senior staff on how to improve workforce diversity and ultimately, hire and promote a qualified and diverse workforce that benefits all City stakeholders.	Required – Develop 5-year Diversity Action Plan (DAP) as directed by City Ordinance 5939.	DAP will: 1. Increase the capacity of the City to perform key primary mission, and 2. Provide EEO and diversity related guidance to the Fairbanks City Council and Fairbanks North Star Borough Assembly, and 3. Create a workforce reflective of the community we serve.	Mayor's Office	Complete
	Conduct and review City of Fairbanks employee EEO survey and demographics data. Suggest benchmark EEO and diversity goals. Continue increased efforts to encourage diversity in the applicant pool. Annually results will be reflected in the data collected, specifically in the areas of recruitment and retention.	Thorough analysis of the City's current EEO and diversity composition and recommendations of EEO and diversity performance goals that reflect the Fairbanks community.	Diversity Council Mayor's Office	End of the Year Data Ongoing
	FDC members will be invited to participate in key (public safety and supervisory) City of Fairbanks employment interviews.	Community stakeholders to ensure hiring managers are aware of and engaged in diversity related issues before hiring decision is made.	Diversity Council Human Resources	Ongoing
	Review City of Fairbanks recruitment and promotion practices, to include application forms, recruiting sites, interview practices, applicant screening and all internal processes related to recruitment and promotion of City Staff. Prepare report and suggested changes.	Tangible suggestions to improve and overcome barriers to the City's recruiting, hiring and promotion practices as they relate to a more diverse workforce.	Diversity Council Human Resources	A presentation will be scheduled for a complete overview
	Work with Human Resources to develop a City-wide diversity employment plan and a training curriculum for awareness of the importance and inclusion of diverse groups in our community. Periodically review training given to all employees.	Improve workforce diversity through hiring and promotion of qualified and diverse employees	Diversity Council Human Resources	Ongoing

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
2. Financial Resources. Ensure sufficient resources are available to implement DAP	Seek out and engage community partners who can provide expertise and resources	Ensure facilities and staff resources are available to implement DAP	Mayor's Office FDC Members	In progress
	Create a proposed budget for expenses related to promotions and outreach activities; funds to be identified through grants and community fund raising.	FDC activities are supported as funding is made available.	Mayor's Office	Ongoing 2015 funds were approved in the annual City Budget

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
3. Internal City Policies and Procedures. City of Fairbanks Internal Policies and Procedures will work to create greater diversity among the workforce. Monitor changes to City Policies and Procedures that are relevant to achieving greater diversity and consistent with the DAP.	Establish workgroup or committee to review internal City policies and procedures and identify barriers to achieving greater diversity and consistent with the DAP. Work with the Chief of Staff to review the current policies.	Ensure City of Fairbanks internal policies and procedures are equitable. Chief of Staff is currently updating and accounting for all City Policies. These documents will be collected in a City Policy Manual.	Policy & Procedure Committee Mayor's Office	Ongoing Committee formed and reviewing hiring procedures
	Review City of Fairbanks Affirmative Action Plan. Offer recommended changes as needed and integrate into internal City of Fairbanks operations related to recruitment, promotion and retention of staff	Assess diversity progress at the City of Fairbanks.	Diversity Council Mayor's Office	Summer 2016 – HR will present the approved plan to the FDC

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
4. Education and Training. Provide multi-tiered and on-going strategic and collaborative education and outreach to the City of Fairbanks leaders, staff and residents.	Required – Review State, Local, National Diversity Council Work as directed by City Ordinance 5939.	Educate FDC on ways other communities have implemented DAPs, to include efforts toward continuous and comprehensive diversity education.	Mayor’s Office	Complete
	Required – Provide Reports and Recommendations to City Council as directed by City Ordinance 5939. City staff will provide initial training and education to FDC members on methods of governance and communication to the Fairbanks City Council.	Ensure FDC can effectively and efficiently communicate observations and recommendations to the City Council for consideration of adoption.	Edu/Outreach/Media /Communications Committee Mayor’s Office	Ongoing
	Required – Assist with Accessibility Issues as directed by City Ordinance 5939. Form committee to assess and examine common barriers to equal accessibility, examine public policy and practice issues that lead to inequities in accessibility, and provide recommendations to City leaders and staff.	Ensure continuous improvement and awareness of accessibility and access barriers.	Accessibility Committee City Engineer’s Office City Building Department	Ongoing Committee Formed, ongoing meetings
	Implement current events discussions and calendar and declare a 'diversity topic of the month for FDC meetings	Continuous and comprehensive education on diversity.	Edu/Outreach/Media /Communications Committee	Ongoing
	Develop and maintain collaborative partnerships with other groups and jointly conduct recurring diversity awareness training and discussion for City Council members and City staff.	Ensure staff at all levels of the organization understands principles of diversity leadership and are considerate of EEO principles, biases and discrimination.	Human Resources FDC Committees	Ongoing
	Provide periodic updates to the Fairbanks City Council and Borough Assembly	Strengthen communications and provide and receive direction	Diversity Council	Ongoing

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
5. Community Outreach. Raise the profile and awareness of diversity in the Fairbanks Community in order to foster a safe and trusted voice and venue for the Fairbanks community.	Required – Plan, develop & implement Public Awareness Plans as directed by City Ordinance 5939. Create a procedure on how committee will handle public input.	Procedure: Verbal concerns, feedback or written concerns shared with DC members and direct public input/concerns submitted to the city clerk will be distributed by clerk to all DC members	Policy & Procedure Committee City Clerk All FDC Members	Procedure Complete Process Ongoing
	Required - Provide citizen forum as directed by City Ordinance 5939. The FDC will provide two public comment periods at FDC meetings. Increase public awareness of meetings and FDC.	A safe and trusted voice and venue for the community.	FDC Members City Clerk	Ongoing
	The FDC will develop active and continuously monitored communications aimed at interconnecting different groups. Possible media tools to be used are: TV, radio, social media, web pages and email.	Raise community awareness of the importance of acceptance and inclusion of diverse groups in our community	Edu/Outreach/Media /Communications Committee & City PIO	Ongoing
	Survey public to find most effective outreach communication methods.	Raise community awareness of diversity issues.	Edu/Outreach/Media /Communications Committee & City PIO	Not started
	FDC will identify key community leaders and extend invitations to speak at FDC and Fairbanks City Council meetings and other community events on topics of interest.	Diversity issues are shared in deliberate manner with community leaders, youth and stakeholders. Encourage leaders to spread message(s) in their organizations and circle of influence.	Edu/Outreach/Media /Communications Committee Mayor's Office	Ongoing
	FDC representation at local events and activities	Presence at local events such as but not limited to: Juneteenth, WEIO, Intertribal PowWow, Golden Days, International Friendship Day, AFN, MLK, Festival of Native Arts	FDC Members	Ongoing
	Identify and utilize FDC member liaisons with diverse community groups	Increase communication and awareness between FDC and diverse community groups	FDC Members	Ongoing
	Periodically hold moderated Courageous Conversations and other public forums	Gauge public concerns	Diversity Council	Ongoing
	Encourage interested community members to apply for appointment to the FDC	Maintain full, active membership on the FDC	FDC and Mayor	Ongoing

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

Goal	Tasks	Desired Results	Responsibility	By When?
Goal	Tasks	Desired Results	Responsibility	By When?
6. Diversity Promotion. Promote diversity related activities in the Fairbanks community in order to increase cross-cultural community involvement.	Actively support Fairbanks Police Department's community-oriented policing (COP) initiative by being present at COP events and endorsing the COP initiative at every opportunity. FDC will submit Resolution of support to the Fairbanks City Council.	FDC demonstrates support and implementation of Community Oriented Policing effort.	Diversity Council Police Chief	Ongoing support Resolution approved 9/13/16
	Identify opportunities to promote FDC message and talking points at open venues such as City Council and Assembly meetings, School Board Meetings and Corporate Share Holder Meetings.	FDC issues and priorities are shared in deliberate manner with community stakeholders. Promote diversity messages and current initiatives to wider, cross-cultural audience.	Edu/Outreach/Media /Communications Committee & City PIO	In progress
	Develop partnerships with external agencies in order to motivate people of different and diverse backgrounds to apply for positions at the City of Fairbanks.	The City of Fairbanks will reach a more diverse pool of prospective applicants who are interested in public service. City workforce diversity will be more reflective of the community. Monthly HR updates	Mayor's Office Human Resources	Ongoing
	Implement or promote a Fairbanks-wide diversity day celebration.	Improve public awareness of diversity and diversity related issues.	Edu/Outreach/Media /Communications Committee	Ongoing
	Plan and host a community wide diversity forum event/Courageous Conversations	Improve public awareness of diversity and diversity related issues.	Edu/Outreach/Media /Communications Committee	Ongoing
	Recognize local workplaces that promote diversity. Recognition will be based on objective criteria. Recognition will come from nominations by other organizations and workplaces and will be reviewed by a committee of the FDC.	Improve public awareness of diversity and diversity related issues.	Diversity Council	Not started Ongoing
	FDC members will be invited to participate in key (public safety and supervisory) City of Fairbanks employment interviews.	Increased diverse pool of employees and/or employees having greater awareness of diversity issues	FDC members Human Resources	Ongoing

CITY OF FAIRBANKS DIVERSITY ACTION PLAN

FDC Committees:

Education & Outreach / Media & Communications Committee [Angela & Mayor-Co-Chairs, Sara]

Objectives: Build awareness of Diversity Council activities and concerns with community, employees and City Council; Develop communications plan and work with FDC committees to communicate key messages to all City stakeholders

Policy & Procedure Committee [No Current Chair, Rita, Doug, June, Kelvin, Juanita, (Mike & Angela to assist)]

Objectives: Review City-wide policies and procedures and pending legislation to ensure welcoming and inclusive language. Review City of Fairbanks Ordinances and Resolutions while in legislative process and provide comment and guidance regarding diversity related issues to the City Council and City staff.

Accessibility Committee (Doug-Chair, Rita, Juanita)

Objectives: Develop continuous improvement and awareness of accessibility and access barriers in the City.

From: [Jackie Lundberg](#)
To: [Diversity Council](#)
Subject: Presentation Request: Fairbanks Chamber of Commerce Diversity and Inclusion Series
Date: Wednesday, June 16, 2021 9:39:18 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

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Hello,

My name is Jackie and I am the Events and Programs Coordinator for the Fairbanks Chamber of Commerce. This year we started a monthly series to discuss and bring awareness to diversity and inclusion in the workplace. I was wondering if someone from your council would be interested in giving a presentation about the work you guys do. Our next presentation in the series is next Tuesday June 22nd from 12-1pm via zoom. Let me know if this is something you guys would be interested in doing!

Thanks,
Jackie

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