



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING AGENDA  
JANUARY 11, 2022, 5:30 – 7:00 P.M.  
HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA



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*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. INTRODUCTION OF MEMBERS
5. APPROVAL OF AGENDA
6. CITIZENS' COMMENTS (Limited to 3 Minutes)
7. REPORT FROM THE CHAIR
8. APPROVAL OF PREVIOUS MINUTES
  - a) Regular Meeting Minutes of November 9, 2021
9. UNFINISHED BUSINESS
  - a) Resolution No. 4981, Reading of Land Acknowledgement at City Council Meetings
  - b) Diversity Action Plan (DAP) Review
    - i) Proposed changes to Goals 1 & 2 (submitted by W. Tisland and A. Foster-Snow)
10. NEW BUSINESS
  - a) Open Meetings Act Presentation by City Attorney and City Clerk
11. FDC MEMBERS' COMMENTS
12. MEETING DATES
  - a) Next Regular Meeting Date, February 8, 2022
13. ADJOURNMENT



FAIRBANKS DIVERSITY COUNCIL  
 REGULAR MEETING MINUTES  
 NOVEMBER 9, 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 Chair Andrew Aquino (Seat G) presiding (P) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (Z) Timothy Ledna, Seat A (P) Kelvin Lee, Seat I  
 (Z) Robert Dorton, Seat B (P) Cheyenna Kuplack, Seat J  
 (Z) Juanita Webb, Seat D (Z) Abigail North, Seat K  
 (Z) Dorothy Shockley, Seat F (Z) June Rogers, Councilmember  
 (P) Wendy Tisland, Seat H (P) Angela Foster-Snow, HR Director

Members Absent: Jose Martinez II, Seat C Jim Matherly, Mayor  
 Shelissa Thomas, Seat E (excused)

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

**CALL TO ORDER & READING OF THE FDC MISSION STATEMENT**

**Chair Aquino** called the meeting to order and read the FDC mission statement.

**PLEDGE OF ALLEGIANCE**

**Chair Aquino** led the FDC in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**B. Dorton**, seconded by **K. Lee**, moved to APPROVE the Agenda.

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

**CITIZENS' COMMENTS** (Limited to 3 Minutes)

There were no Citizens' Comments.

**REPORT FROM THE CHAIR**

**Chair Aquino** wished everyone a happy Native American Heritage Month. He stated that he works at the University of Alaska Fairbanks (UAF) and he is pleased with what the University is doing right now in putting forth to the Board of Regents the Alaska Native Success Initiative. He stated that the board questioned why the University's population does not reflect the population of the state. He stated that all the universities came together to identify barriers, baselines, and what can be done to improve. He expressed hope that the plan would be approved by the Board Thursday. He indicated that there would soon be messaging that the University is committed to

developing cultural awareness training for all students, faculty, and staff. **Chair Aquino** shared that there are also plans to increase Indigenous representation through art, signage, building-naming, etc. He expressed hope that those changes would trickle down into the community. He invited everyone to tune in to the Board of Regents meeting.

### **APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of October 12, 2021

**W. Tisland**, seconded by **C. Kuplack**, moved to APPROVE the minutes of October 12, 2021.

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

### **UNFINISHED BUSINESS**

a) Resolution No. 4981, Reading of Land Acknowledgement at City Council Meetings

**Chair Aquino** asked D. Shockley to share her findings on her land acknowledgement research.

**D. Shockley** stated that she did not have contact information for Chair Aquino or B. Dorton but indicated that she did reach out to Steve Ginnis at the Fairbanks Native Association (FNA), Allan Hayton at Doyon, Dewey Hoffman at Tanana Chiefs Conference (TCC), and Jim Kari, an Alaska Native Language expert at UAF. She stated that she shared a couple of documents with the FDC, one in regard to the Native Village of Chena and the iconic place name *Ch'eno'* and the other was a land acknowledgement from the TVSFA. **D. Shockley** stated she did not work on the acknowledgement language as much as she had wanted to but stated that she believes it is appropriate to recognize that people today work and live on the traditional lands of the Ch'eno' people of Interior Alaska.

**Chair Aquino** provided a brief update on the City Council's referral of the land acknowledgement resolution to the FDC. Clerk Snider clarified the City Council has requested a recommendation from the FDC by the first regular City Council meeting in January.

**Chair Aquino** stated that he gave some thought to the purpose of and distinctions between the City Council and the FDC. He suggested that the FDC could have stronger, more powerful language in its land acknowledgement. He stated that the land acknowledgement put forth in the resolution sponsored by (former) Council Member Kun was vetted through some local groups. He stated that he would like to entertain the idea of recommending the language in the resolution to the City Council and possibly developing a separate, but complimentary one for the FDC. He asked members for their input on the idea of two land acknowledgements.

**B. Dorton** stated that D. Shockley did a great job with her research in regard to the Ch'eno' people. He stated that he had gotten into some research himself after speaking with Lee Saylor, and D. Shockley's research is correct.

**C. Kuplack** stated that she recalls seeing something about the village of *Ch'eno'*; she offered to look for it and send it to members. She asked D. Shockley whether she had spoken with the Elders at Denakkanaaga to get their insight. **D. Shockley** replied that she had not. **C. Kuplack** stated that they are very knowledgeable.

**Chair Aquino** stated it seems as though there are a bunch of resources available. He asked D. Shockley if she feels comfortable bringing a draft to the next meeting. He stated that the FDC could have a deeper discussion at that time and hopefully approve a recommendation at the January meeting. **D. Shockley** stated that she wants to make sure to have the correct acknowledgement for the people who lived here and strong language for the resolution. She shared that she talked to some people who she thought could help draft strong language, but she stated that the most important thing is to recognize the correct Native people. She stated that she will reach out to Denakkanaaga since they crafted part of the language in the resolution; she stated she would like their blessing on the land acknowledgement.

**Chair Aquino** indicated that Clerk Snider may be able to put D. Shockley in touch with Ms. Kun.

**W. Tisland** stated that she did not realize that Denakkanaaga Elders had crafted and approved the land acknowledgement in the resolution. She stated it would be respectful to reach out to them if the FDC is going to propose any changes.

**D. Shockley** asked Chair Aquino about his idea of having two land acknowledgements. **Chair Aquino** stated that his suggestion was to possibly have two acknowledgements: one for the City Council and one for the FDC. He stated, however, that he would defer to D. Shockley's guidance since she is doing the research. **J. Rogers** asked Chair Aquino for his reasoning behind having two separate acknowledgements. **Chair Aquino** stated that the purpose of the two bodies, the City Council and the FDC, differ. He referenced the FDC mission statement and stated that a theme that stands out to him is advancement. He suggested a more progressive land acknowledgement for the FDC that is not word-limited. **J. Webb** expressed disagreement with the idea of two acknowledgements and stated that two statements may take away from each other. **D. Shockley** stated she agrees with J. Webb. She stated that once a land acknowledgement is adopted, it would be great if everyone adopted it.

**Chair Aquino** stated that the most important thing is to get the acknowledgement right. He stated that some trouble he has noticed with land acknowledgements is that they state the "what" but not the "why." He stated that it is about more than going through the motions.

Members discussed briefly how long a land acknowledgement should be and how the length could affect the impact. **D. Shockley** asked B. Dorton to offer his thoughts. **B. Dorton** stated that it should not be too long or too short. He stated he believes what D. Shockley has come up with so far is good, the "meat and potatoes." He spoke about his conversations with Lee Saylor and clarified that Saylor's had pronounced *Ch'eno'* as Chih-NUH.

**Chair Aquino** asked B. Dorton whether he would be willing to work with D. Shockley on the land acknowledgement; **B. Dorton** stated that he would, and he gave D. Shockley Lee Saylor's phone number. Clerk Snider stated that she would send out an updated FDC member roster to everyone. **C. Kuplack** stated that she works at Doyon Limited, and she offered to help with the land acknowledgement as well. **Chair Aquino** stated that it appears there is a full committee.

**D. Shockley** stated she would like to know more about Chair Aquino's idea regarding the "what" and the "why." **Chair Aquino** stated that he would like the land acknowledgement to include the purpose behind it, which includes the terrible things that happened to Alaska Native peoples. He stated that there is a tone of toxic positivity in the world currently, where everything is staying

positive while people are being tone deaf. He spoke to the need for critical hope. **D. Shockley** questioned whether that could be accomplished in a couple sentences. **Chair Aquino** stated that if the FDC proposed two land acknowledgements, one could go be more substantive and go into the “why” and the other one could be similar to most land acknowledgements and be the “what.”

**C. Kuplack** asked about the goal of the land acknowledgement resolution and whether it should include the who, what, and the why. **Chair Aquino** confirmed that is what he would like to see. He stated that if Ms. Shockley comes up with something that is lengthy, he hopes the FDC would not be opposed to reviewing it.

**T. Ledna** wondered whether the language about “their land” might be more associated with colonialism and westernization. He stated that from his knowledge of the Native culture, it seems contrary to what he has been taught that a lot of Native peoples would not have said that this was their land. He stated they might recognize the land as belonging to the Creator or something greater than themselves.

**B. Dorton** stated that he heard that the term Ch’eno’ was harder to pronounce, so people began using the term Chena. He stated that Ch’eno’ means gathering place. **T. Ledna** suggested that using the term “gathering place” is much more inclusive than saying that the land belongs to *me* or to *us*. **A. North** stated that she has heard people use the phrase “unseeded territory” in land acknowledgements, which she likes.

**Chair Aquino** asked J. Rogers whether a land acknowledgement was shared at the previous night’s City Council meeting. **J. Rogers** replied that no one shared a land acknowledgement.

**D. Shockley** shared that when she was at the Alaska Federation of Natives (AFN) some years ago, people that spoke acknowledged recognized the Dena’ina people. She commented that was a huge statement that spoke volumes. She stated that the recognition is very powerful, and she hopes that people and groups throughout the City recognize the land of the Ch’eno’ people. She spoke to the power in the statement.

**B. Dorton** spoke about his pride in his grandmother and others in his family dating back to the 1920s. In reference to D. Shockley’s comments about a powerful statement, he stated that he could almost feel the presence of his family.

**K. Lee** spoke to all that the early people had to give up: their name, their language, their land. He spoke against watering down the land acknowledgement. He stated that people should be mindful that the lands were taken, and it should be acknowledged that the land belonged to certain people. He spoke in favor of using the term “their land.” **C. Kuplack** agreed that that is respectful. She stated that some speakers will do research on the place they are speaking and acknowledge the specific group of people who the land belongs to. She commented that it shows a great deal of respect.

**A. Foster-Snow** stated she believes they are doing a land acknowledgement at Borough Assembly meetings. She suggested getting a copy of their acknowledgement since the FDC supports both the City and the Borough. She suggested that there could be a unified statement. **W. Tisland** stated that the Borough covers an extensive span of land that may include a lot of different historical tribes and groups that may be different than the history of the land in the City. **A. Foster-Snow** stated that it would be good to be aware of the Borough’s statement to perhaps compliment

what they are doing. **J. Rogers** stated that the City could share its acknowledgement during Borough Assembly meetings when the City representative has the opportunity to speak. She stated that she believes it is wise to keep the land acknowledgement simple and brief. She stated that, sadly, a longer statement does not have as great an impact. She added it seems the group wishes to acknowledge the gathering place. **B. Dorton** agreed.

b) Appointment of Vice Chair

**Chair Aquino** stated that he received no nominations since the last meeting. **T. Ledna** requested to nominate B. Dorton; **B. Dorton** thanked T. Ledna for the nomination but respectfully declined. **B. Dorton** spoke in favor of nominating D. Shockley. **Chair Aquino** stated that D. Shockley has been nominated.

**Chair Aquino**, seconded by **T. Ledna**, moved to appoint D. Shockley as the Vice Chair.

**Chair Aquino** took a voice vote on the motion to appoint D. Shockley as Vice Chair. The motion passed unanimously.

### FDC MEMBERS' COMMENTS

**Chair Aquino** thanked the D. Shockley and the subcommittee for taking on the land acknowledgement project. **Vice Chair Shockley** stated that she has been wanting to serve on the FDC for a while. She asked whether the FDC will do anything to recognize the Native American heritage or the land. **Chair Aquino** suggested that is something that should be built into the Diversity Action Plan (DAP). He stated that he did not come to the meeting with a plan, but it is something he would love to see happen. **T. Ledna** stated that sometimes there is a lot going on in the community that people are not aware of. He stated that it may not be necessary to reinvent the wheel but rather support the organizations who are already doing things in the community. He suggested that each FDC member serve as a volunteer in the community and support the good things that are already happening. **C. Kuplack** asked whether it would be possible to recommend social media posts to recognize certain things. **Chair Aquino** stated that would be a good thing to do.

**J. Rogers** suggested that the FDC request a three-Mayor Proclamation on a land acknowledgement. She stated she would be willing to take care of the submittal if someone could provide her with language for the Proclamation. **Vice Chair Shockley** stated she believes it would be more appropriate to recognize the bigger population of Native Americans in the State and in the U.S. in a Proclamation. She offered to review language if someone drafted it. She went on to say that she would like to see more recognition of all ethnic groups. She stated that she believes that *everyone* has a culture and an ethnic background, and each should be recognized throughout the year to make people feel more like they belong. **Chair Aquino** stated that C. Kuplack has volunteered to draft the Proclamation language. He asked C. Kuplack to send the language to B. Dorton and D. Shockley and, once it is solidified, forward it to the Clerk for distribution to the FDC.

**J. Rogers** stated she appreciates what D. Shockley was just saying and stated that everyone is a part of a larger family throughout the world. She spoke about her own heritage. She stated that the meeting has been inspiring. **Chair Aquino** stated that he learned a lot in the meeting. **B. Dorton** stated that his grandfather, Walter Northway, lived to be the second oldest man in North

America. He shared he once asked his grandfather how he lived so long, and he replied that it was because he lived by the river.

**C. Kuplack** stated that she would like to hear more about each member's background at the next meeting so that everyone can learn about the diversity of the FDC. **Chair Aquino** agreed.

### **MEETING DATES**

**Chair Aquino** stated that the next regular meeting is scheduled for Tuesday, December 14, 2021. He stated that he received three responses to the poll he sent out to the FDC regarding meeting time and frequency. He stated that the responses leaned toward keeping things the same.

**J. Rogers** asked Clerk Snider to remind FDC members about the Open Meetings Act (OMA). Clerk Snider explained that the Work Session had been publicly noticed and is open to the public, but it is a time for brainstorming and informal discussion. She stated that no action of the FDC may be taken during the Work Session. She further explained that FDC members should avoid having group discussions on social media and other forms of electronic media, including email. She cautioned against members sending emails to the entire body on subject matter relating to FDC business. She stated that members should send items to her for distribution to the full body. She stated that members may contact her if they have questions regarding the OMA. She stated that she and the City Attorney give an annual presentation to the FDC on the OMA.

### **ADJOURNMENT**

**B. Dorton**, seconded by **W. Tisland**, moved to ADJOURN the meeting.

Hearing no objection, **Chair Aquino** declared the meeting  
ADJOURNED at 6:48 p.m.

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Andrew Aquino, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS

*An informal Work Session to review the FDC policies and procedures and the DAP was held immediately following the regular meeting. The Work Session was not recorded.*



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING MINUTES  
DECEMBER 14, 2021, 5:30 – 7:00 P.M.



HELD VIA [ZOOM WEBINAR](#) AND AT  
FAIRBANKS CITY COUNCIL CHAMBERS  
800 CUSHMAN STREET, FAIRBANKS, ALASKA

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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 the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (Z) Shelissa Thomas, Seat E (Z) June Rogers, Councilmember  
(P) Wendy Tisland, Seat H (Z) Angela Foster-Snow, HR Director  
(Z) Cheyenna Kuplack, Seat J

Members Absent: Timothy Ledna, Seat A Andrew Aquino, Seat G (excused)  
Robert Dorton, Seat B (excused) Kelvin Lee, Seat I  
Jose Martinez II, Seat C Abigail North, Seat K (excused)  
Juanita Webb, Seat D Jim Matherly, Mayor  
Dorothy Shockley, Seat F

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

Clerk Snider 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., those present were dismissed as there was still no quorum present.

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Andrew Aquino, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



**RESOLUTION NO. 4981**

**A RESOLUTION APPROVING THE READING OF A LAND  
ACKNOWLEDGEMENT AT THE BEGINNING OF REGULAR CITY  
COUNCIL MEETINGS**

**WHEREAS**, the esteemed Denakkanaaga Elders have crafted and approved of the Land Acknowledgement set out below to be used in various publications, on appropriate signage, prior to meetings and conferences, as well as other suitable uses; and

**WHEREAS**, a Land Acknowledgement can function as a living celebration of Indigenous communities; and

**WHEREAS**, a Land Acknowledgement, by itself, is a small gesture, but it becomes meaningful when coupled with authentic relationships and informed action.

**NOW, THEREFORE, BE IT RESOLVED** that the Fairbanks City Council directs that the following Land Acknowledgement be read at the beginning of Regular City Council meetings:

We respectfully acknowledge the Dena people upon whose traditional lands we reside. We honor the Dena who have been the stewards of Interior lands and waters for centuries, the Elders who lived here before, the Dena people of today, and future generations to come. We also recognize that Alaskan Native people would traditionally gather here and harvest Native foods.

**PASSED and APPROVED** this 23rd day of August 2021.

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**Jim Matherly, Mayor**

AYES:  
NAYS:  
ABSENT:  
APPROVED:

ATTEST:

APPROVED AS TO FORM:

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D. Danyielle Snider, MMC, City Clerk

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Paul Ewers, City Attorney

**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.

Diversity Action Plan - Section 1+2

Goal	Tasks	Desired Results	Responsibility	By When?	Recommendation
<p>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</p>	<p><del>Required – Develop 5 year Diversity Action Plan (DAP) as directed by City Ordinance 5939.</del></p>	<p><del>DAB 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.</del></p>	<p>Mayor's Office</p>	<p>Complete</p>	<p>DAP is done, so recommending we remove creating it from our tasks</p>
	<p><b>Recruitment - Work with HR to help to identify organizations, websites and other methods of recruiting minority applicants.</b></p>	<p><b>Ensure the broadest advertising of positions to help develop more diverse applicant pools.</b></p>	<p><b>Human Resources Diversity Council</b></p>	<p><b>Ongoing - HR's efforts reported annually to FDC; FDC to annually review identified organizations, websites, and methods of advertising to minority applicants.</b></p>	<p>This was previously included in the section below "Recruitment and Promotion Practices." Its just singled out here. Hoping the group could create a list of additional places to advertise jobs to reach minority populations</p>
	<p><b>Data Review:</b> Conduct and review City of Fairbanks employee EEO survey and demographics data. Suggest benchmark EEO and diversity goals. <del>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.</del></p>	<p>Thorough analysis of the City's current EEO and diversity composition and recommendations of EEO and diversity performance goals that reflect the Fairbanks community.</p>	<p><b>Human Resources Diversity Council Mayor's Office</b></p>	<p>Ongoing - End of the Year Data <b>reported annually to FDC</b> Ongoing</p>	<p>Increasing diversity in the applicant pool is addressed above in "Recruitment"</p>
	<p><b>Interviews:</b> FDC members will be invited to participate in key (public safety and supervisory) City of Fairbanks employment interviews. <b>FDC will provide HR with 2-3 volunteers each month to assist in interviews.</b></p>	<p>Community stakeholders to ensure hiring managers are aware of and engaged in diversity related issues before hiring decision is made</p>	<p>Diversity Council Human Resources</p>	<p>Ongoing - <b>End of Year Data reported annually to FDC</b></p>	<p>HR has difficulty arranging interviews around so many schedules - asks for volunteers who can make themselves available as needed</p>

Diversity Action Plan - Section 1+2

	<p><b>Recruitment and Promotion Practices:</b> Review of 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.</p>	<p>Tangible suggestions to improve and overcome barriers to the City's recruiting, hiring and promotion practices as they relate to a more diverse workforce. <b>Share with FDC recruitment and promotion processes outlined in the City's union agreements.</b></p>	<p>Diversity Council Human Resources</p>	<p>A presentation will be scheduled for a complete overview</p>	<p>HR can help FDC understand which aspects of the recruitment and promotion practices they can impact and which are dictated by the union agreements.</p>
	<p><b>Selection and Hiring:</b> Develop and utilize new systems to streamline and speed up the screening, interview and background check processes.</p>	<p>Reduced turnaround time in filling vacancies.</p>	<p>Human Resources</p>	<p>Ongoing - HR's efforts reported annually to FDC</p>	<p>New idea from Angela, HR</p>
	<p><b>Employee Training:</b> Work with Human Resources to develop a City-wide diversity employment plan and a training curriculum for to ensure awareness of the importance and of inclusion and understanding of diverse groups in our community. Periodically review training given to all employees.</p>	<p>Improve workforce awareness and understanding of diversity issues in the community. through hiring and promotion of qualified and diverse employees</p>	<p>Diversity Council Human Resources</p>	<p>Ongoing</p>	
Goal	Tasks	Desired Results	Responsibility	By When?	Recommendation
<p><b>2. Financial Resources.</b> Ensure sufficient resources are available to implement DAP</p>	<p>Seek out and engage community partners who can provide expertise and resources. <b>Identify outreach activities for the year and corresponding funding requirements.</b></p>	<p>Ensure facilities and staff resources are available to implement DAP. <b>A Calendar of events FDC plans to participate in annually and an estimate of required funding for budgeting purposes.</b></p>	<p>Mayor's Office FDC Members</p>	<p>In progress <b>Annually in January</b></p>	<p>Outline activities for the year (Parade-Ice Cream Social, Juneteenth, Friendship Day, etc...) and any funding needed to support those activities. Funding would be included in Mayor's budget. This schedule would give input to that process.</p>
	<p>Create a proposed budget for expenses related to promotions and outreach activities; funds to be identified through grants and community fund-raising.</p>	<p>FDC activities are supported as funding is made available</p>	<p>Mayor's Office</p>	<p>Ongoing <del>2015 funds were approved in the annual City Budget</del></p>	<p>Not necessary - see above idea.</p>

# **The Open Meetings Act (OMA)**

# State Statute

- Alaska Statutes, Title 44, Chapter 62
  - Article 6. Open Meetings of Governmental Bodies
    - AS 44.62.310 - .312

# PURPOSE AND GOAL

- Transparency in government
  - Deliberations and actions of governmental units must be conducted in meetings open to the public

# Who is covered by the OMA?

- A “governmental body” of a “public entity”
- A “public entity” includes:
  - An entity of the state or of a **political subdivision** of the state, a school district, and other governmental units of the state or a political subdivision of the state.
  - Does not include the court system or the **legislative branch of state government.**
- A “governmental body” is defined as:
  - An assembly, council, board, commission, committee, or other similar body of a public entity with the authority to establish policies or make decisions for the public entity or with the authority to advise or make recommendations to the public entity;



# Fairbanks Diversity Council

- The FDC is covered under the definition of a “governmental body” because it is a “council” of a public entity [the City of Fairbanks], and it has authority to advise or make recommendations to the City.

# What does the OMA require?

- All meetings of a governmental body of a public entity . . . are open to the public
  - **Except** as provided by this section or another provision of law.” AS 44.62.310(a).
- Reasonable public notice must be given for all meetings required to be open.

# What is a MEETING?

There are two types of governmental bodies (slightly different rules apply to each):

- Bodies that have authority to establish policies or make decisions for the public entity (e.g., City Council, Borough Assembly), and
- Bodies that have only the authority to advise or make recommendations (e.g., Diversity Council)

# What is a MEETING?

A meeting of a body that has authority to establish policies or make decisions for the public entity occurs when:

- Four members or a majority are present
- A matter is considered by the members collectively, and
- The body has authority to decide the matter

# What is a MEETING?

A meeting of a body that only has authority to advise or make recommendations occurs when:

- Four members or a majority are present,
- The meeting is prearranged for the purpose of considering a matter, and
- The matter is something the body is empowered to act upon

# What is Reasonable Notice?

- How far in advance must notice be given?
  - Notice must be reasonable based on circumstances
    - Matters of great importance may need more notice
    - A matter that requires immediate action because of an emergency may get by with less notice.
  - Internal process should be followed
  - Notice must be consistent
- What should be in the notice?
  - The date, time, and place of the meeting
  - Depending on the complexity or level of controversy of the issue, more detail may be warranted

# Serial Meetings Prohibited

- A “polling” of members is referred to as “serial meeting”
- For example, “polling” takes place if a member contacts other members of the body, one at a time, to discuss business of the FDC
- Any time public business is being conducted outside of public scrutiny there is a danger a court may conclude that the OMA is being violated
- This includes all types of communication between members (written, telephonic, electronic, and face-to-face)

# Social Gatherings

- The OMA does not apply to purely social gatherings
- Chance encounters by members of an advisory body do not constitute a meeting; however, a prearranged gathering for the purpose of any step of the deliberative process is considered a meeting
- “Off the record” conversations between members often take place during recesses or before/after meetings; members should be careful not to discuss FDC business during these types of casual conversations



# Social Media

- Social media services have transformed the ability of citizens and their governments to communicate and interact.
- They have also created new challenges for governments.
- Additional guidance is needed (from the State of Alaska) so members of governmental bodies do not inadvertently violate the OMA.

# Suggestions

- Avoid “friending” or “following” members on the Diversity Council, but
- If you do, refrain from commenting on posts on other members’ pages or sites [on any matter within the jurisdiction of the FDC]
- Just because you are on the FDC doesn’t mean you lose your right to free speech, but
- Courts have held that the restrictions imposed by open meetings laws do not violate the First Amendment rights of elected officials.

# Helpful Resources

- The Open Meetings Act can be found online at:  
<http://www.legis.state.ak.us/basis/statutes.asp#44.62.310>
- Additional resources relating to the OMA can be found at the State's Community and Regional Affairs website:  
<https://www.commerce.alaska.gov/web/dcra/LocalGovernmentOnline/LocalGovernmentElectedOfficials/OpenMeetingsAct.aspx>
- Contact the City Clerk at (907) 459-6774 or by email at [dsnider@fairbanks.us](mailto:dsnider@fairbanks.us) or the City Attorney at 459-6754 or by email at [pewers@fairbanks.us](mailto:pewers@fairbanks.us).