



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING AGENDA  
AUGUST 9, 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. APPROVAL OF PREVIOUS MINUTES
  - a) Regular Meeting Minutes of July 12, 2022
7. CITIZENS' COMMENTS (Limited to 3 Minutes)
8. REPORT FROM THE CHAIR
9. UNFINISHED BUSINESS
  - a) Diversity Action Plan (DAP) Final Review & Recommendation to City Council (Referred back to subcommittee to complete "responsibility" column in Goal 3)
  - b) FDC Resolution No. 2022-01 Approving the Reading of a Land Acknowledgement
  - c) Subcommittee Recommendation on NAACP's "7 Points for a Safer Fairbanks"
10. NEW BUSINESS
  - a) Nomination and Appointment of Vice Chair
11. FDC MEMBERS' COMMENTS
12. MEETING DATES
  - a) Next Regular Meeting Date, September 13, 2022
13. ADJOURNMENT



FAIRBANKS DIVERSITY COUNCIL  
 REGULAR MEETING MINUTES  
 JULY 12, 2022, 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 5:32 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 Vice Chair Dorothy Shockley (Seat F) presiding (Z) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (Z) Timothy Ledna, Seat A (Z) Rachael Kvapil, Seat K  
 (Z) Juanita Webb, Seat D (Z) June Rogers, Council Member  
 (Z) Shelissa Thomas, Seat E (P) Angela Foster-Snow, HR Director  
 (P) Wendy Tisland, Seat H

Members Absent: Vacant, Seat B Kelvin Lee, Seat I  
 Vacant, Seat C Cheyenna Kuplack, Seat J  
 Andrew Aquino, Seat G (excused) Jim Matherly, Mayor

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

**CALL TO ORDER**

**Vice Chair Shockley** called the meeting to order.

**PLEDGE OF ALLEGIANCE**

The FDC recited the Pledge of Allegiance.

**INTRODUCTION OF MEMBERS**

**Vice Chair Shockley** stated she broke her kneecap in March, and she has been out of the loop for a while. She shared that at the end of April her son became ill with a rare infection, and he passed away. She stated that it has been a rough few months, and she thanked FDC members for having patience with her during that difficult time. **Vice Chair Shockley** asked each FDC member to introduce themselves and answer the following question: *Why do you serve on the Fairbanks Diversity Council?*

**A. Foster-Snow** stated that she serves because of her position at the City of Fairbanks. She stated that she began serving under the administration of Mayor John Eberhart.

**R. Kvapil** stated that she came from a low socio-economic class, and everyone gave her excuses as to why she would not succeed. She stated that those around her bought into it, but she never accepted it. She stated that is why she serves.

**W. Tisland** stated that she is officially filling the Borough-appointed position on the FDC. She stated that she has been working in human resources for about 35 years. She stated that equal

opportunity has always been a part of her work, and treating people fairly is ingrained in her. She stated that she serves to create an inclusive environment where people are treated fairly.

**S. Thomas** stated that she works with an underserved and marginalized population. She stated that she serves because she wants to be a voice and a part of a body that cares about the situations brought forward by those in the community.

**J. Webb** stated that she serves to make a difference in the community and to help educate about and advocate for people of diverse cultures. She stated that one of her goals is to make groups like the FDC not needed.

**T. Ledna** stated that he has been in Fairbanks for less than three years. He stated that he has always been active in the community where he lives. He stated he values the mission of the FDC, and he continues to serve for that reason. He commented that another reason he serves on the FDC is to be in the presence of J. Rogers.

**J. Rogers** thanked T. Ledna for his kind words. She stated that she has been doing advocacy work through arts and culture in Fairbanks for 45-50 years. She stated that she and R. Kvapil worked together for many years, and she spoke highly of R. Kvapil and her accomplishments. She stated that she was appointed to the FDC originally by Mayor Eberhart in 2014, and she feels compelled to be a part of activities that brings people together in such a platform.

When called upon by **Vice Chair Shockley** to respond to the question presented, Clerk Snider stated that she is not a member of the FDC but is assigned to serve the body administratively.

**Vice Chair Shockley** stated she serves on the FDC to embrace diversity. She stated that when the FDC first formed, she believes her daughter was serving on the City Council. She stated that she would like to see the City reflect the community's diverse population in offices, employment, governing bodies, and organizations. She stated she would like to work more towards that goal.

### **APPROVAL OF AGENDA**

**W. Tisland**, seconded by **T. Ledna**, moved to APPROVE the Agenda.

**Vice Chair Shockley** called for a voice vote; she declared that the motion passed.

### **APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of June 14, 2022

**W. Tisland**, seconded by **T. Ledna**, moved to APPROVE the meeting minutes as presented.

**Vice Chair Shockley** called for a voice vote, then declared that the motion passed.

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

There were no citizens' comments.

## **REPORT FROM THE CHAIR**

- a) Update from HR Director A. Foster Snow

**A. Foster-Snow** shared that the City is actively recruiting for three upper-level positions. She stated that the Administration interviewed an out-of-state candidate earlier in the day for the Assistant Fire Chief position, and she is hopeful that the position will be filled. She stated that the City's Environmental Engineer position has also recently vacated as well as the City Building Inspector position. She mentioned other vacancies in the Fairbanks Police Department and in the Fairbanks Emergency Communications Center (FECC).

## **UNFINISHED BUSINESS**

- a) Diversity Action Plan (DAP) Final Review & Recommendation to the City Council

**T. Ledna** explained that the FDC had requested a clean copy be provided for members' review prior to voting on whether to recommend the revised document to the City Council for approval.

Clerk Snider stated that the version before the FDC contains all the amendments to date. She questioned whether it was the FDC's intent to keep the subcommittees in the "Responsibility" column of the document, since those subcommittees have not been in place for some time.

**W. Tisland**, seconded by **R. Kvapil**, moved to AMEND the DAP working document by replacing the subcommittees listed in Goals 3 and 4 with "Diversity Council."

**Vice Chair Shockley** called for a voice vote on the motion to amend; she declared that the motion passed.

**T. Ledna**, seconded by **J. Webb**, moved to AMEND the DAP working document by adding "Diversity Council" to each blank cell under the column "Responsibility" in Goal 3.

Members discussed whether filling in the blanks with "Diversity Council" would be appropriate. **W. Tisland** pointed out that some of the items under Goal 3 do not appear to be under the responsibility or role of the FDC.

**Vice Chair Shockley** called for a voice vote on the motion to amend; she declared that the motion failed.

**W. Tisland**, seconded by **S. Thomas**, moved to REFER Goal 3 back to the subcommittee who originally worked on the proposed edits to complete the "Responsibility" column.

**Vice Chair Shockley** called for a voice vote on the motion to refer; she declared that the motion passed.

- b) FDC Resolution No. 2022-01 Approving the Reading of a Land Acknowledgement

**Vice Chair Shockley** read the full title of the resolution into the record.

Clerk Snider provided a staff report; she stated that Chair Aquino had reached out to the Denakkanaaga Elders but had not received a response yet. **Vice Chair Shockley** reported that one of the Elders was currently out of town; she added that Chair Aquino had wanted to invite the Elders to attend an FDC meeting.

*S. Thomas had informed the group at the start of the meeting that she would need to leave by 6:30 p.m. S. Thomas left the meeting at 6:28 p.m. The remaining agenda items were not addressed due to the loss of a quorum, and Clerk Snider stated that the unaddressed items would be rolled to the next regular meeting agenda.*

- c) Subcommittee Recommendation on NAACP’s “7 Points for a Safer Fairbanks”

**NEW BUSINESS**

- a) Nomination and Appointment of Vice Chair

**MEETING DATES**

- a) Next Regular Meeting Date, August 9, 2022

**ADJOURNMENT**

**Vice Chair Shockley** declared the meeting adjourned at 6:30 p.m.

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Andrew Aquino, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Result(s)	Responsibility	By When?
<b>1. Internal City Processes.</b> 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.	Recruitment: Work with HR to help identify organizations, websites, and other methods of recruiting minority applicants.	Ensure the broadest advertising of positions to help develop more diverse applicant pools.	Human Resources  Diversity Council	
	Data Review: Conduct and review City of Fairbanks employee EEO survey and demographics data. Suggest benchmark EEO and diversity goals.	Thorough analysis of the City's current EEO and diversity composition and recommendations of EEO and diversity performance goals that reflect the Fairbanks community.	Human Resources  Diversity Council  Mayor's Office	Ongoing – End of the Year Data reported annually to the FDC
	Interviews: FDC members will be invited to participate in key (public safety and supervisory) City of Fairbanks employment interviews. FDC will provide HR with 2-3 volunteers each month to assist in 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 – End-of-year data reported annually to FDC
	Recruitment and Promotion Practices: Review City of Fairbanks internal processes related to recruitment and promotion of City Staff.	Share with FDC recruitment and promotion processes outlined in the City's union agreements.	Diversity Council  Human Resources	A presentation will be scheduled for a complete overview
	Selection and Hiring: Develop and utilize new systems to streamline and speed up the screening, interview, and background check processes.	Reduced turnaround time in filling vacancies.	Human Resources	Ongoing – HR's efforts reported annually to FDC
	Employee Training: Work with Human Resources to develop a City-wide diversity training curriculum to ensure awareness of the importance of inclusion and understanding of diverse groups in our community. Periodically review training given to all employees.	Improve workforce awareness and understanding of diversity issues in the community.	Diversity Council  Human Resources	Ongoing

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Result(s)	Responsibility	By When?
<b>2. Financial Resources.</b> Ensure sufficient resources are available to implement DAP	Identify outreach activities for the year and corresponding funding requirements.	A calendar of events FDC plans to participate in annually and an estimate of required funding budgeting purposes.	FDC Members	Annually in January

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Result(s)	Responsibility	By When?
<b>3. Internal City Policies and Procedures.</b> 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.	Mayor's Office  Diversity Council	Annually
	Review City of Fairbanks Affirmative Action Plan. Offer recommended changes as needed.	Assess diversity progress at the City of Fairbanks.	Diversity Council	Annually, Fall 2022_HR will present the approved plan to the FDC
	Integrate FDC's proposed changes to Affirmative Action Plan into internal City of Fairbanks operations related to recruitment, promotion, and retention of staff.		Mayor's Office	Review annually for any updates/changes
	Address characteristics/needs of underrepresented groups when establishing culturally relevant and inclusive programs, services, policies, and procedures	Increase City support of City departments and groups that serve underrepresented populations.	<b><u>Mayor's Office</u></b>	Ongoing
	Encourage and highlight collective/independent commitment to diversity, equity, and inclusion in internal- and external-facing communities.	Examine and revise policies across all departments to be culturally safe and inclusive of all perspectives.	<b><u>Mayor's Office/ Diversity Council</u></b>	Ongoing
	Consider diverse representation when appointing seats on all City councils, boards, and committees.	Establish culturally competent, high-level decision making.	<b><u>Mayor's Office/ Diversity Council</u></b>	Ongoing



## CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Result(s)	Responsibility	By When?
	Provide guidance to all departments on developing localized land acknowledgements.	Recruit and retain a staff reflective of Alaska Native/American Indian peoples.	<b><u>Diversity Council</u></b>	Immediate
	Include diversity, equity, and inclusion learning objectives and outcomes in performance reviews.	Strive to create a safe and inclusive environment for those who experience marginalization.	<b><u>Mayor's Office</u></b>	6 months – 1 year
	Establish official City support and funding for recognizing holidays, such as Indigenous Peoples' Day, Juneteenth, MLK Day, etc.	Increase support and visibility for events/holidays/programs that reflect our diverse community.	<b><u>Mayor's Office</u></b>	Ongoing

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Results	Responsibility	By When?
<b>4. Education and Training.</b> Provide multi-tiered and on-going strategic and collaborative education and outreach to the City of Fairbanks leaders, staff and residents.	<b>Required – Review State, Local, National Diversity Council Work</b> as directed by City Ordinance 5939.	FDC and City to gain competencies in: <ul style="list-style-type: none"> <li>• Seeing opportunities to be proactive in advancing diversity work</li> <li>• Identifying instances of internal/external inequity</li> <li>• Confidence to engage in tough conversations</li> <li>• Having and/or knowing where to find resources</li> <li>• Deepening understanding of how to be an advocate and ally</li> </ul>	Diversity Council	Ongoing
	<b>Required – Provide Reports and Recommendations to City Council</b> 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.  FDC will request of City to provide focused measures to monitor and publish annually; report baselines, measures, and progress to Fairbanks City Council.	Mayor’s Office  Diversity Council	Ongoing
	<b>Required – Assist with Accessibility Issues</b> 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.  FDC to develop accessibility comment/concerns form; form will be published on FDC website; FDC to provide report to City.	Diversity Council  City Engineer’s Office  City Building Department	Ongoing

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Results	Responsibility	By When?
	Required – Recommend at least one annual training for all City employees.	City to gain competencies in: <ul style="list-style-type: none"> <li>• Seeing opportunities to be proactive in advancing diversity work</li> <li>• Identifying instances of internal/external inequity</li> <li>• Confidence to engage in tough conversations</li> <li>• Having and/or knowing where to find resources</li> <li>• Deepening understanding of how to be an advocate and ally</li> </ul>	Diversity Council	Ongoing
	Implement current events discussions and calendar and declare a “diversity topic of the month” for FDC meetings	Continuous and comprehensive education on diversity.	Assigned to a different FDC member each month	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.  Gain awareness of Fairbanks’ history and current-day context of racial/social equity, as related to City and departments.  Empower City staff to develop increased sense of agency when addressing racial/social equity with internal and external audiences.	Human Resources  Diversity Council	Ongoing

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN

(with proposed changes to Goal 3 from committee; proposed changes are in **bold/underline**)

Goal	Tasks	Desired Results	Responsibility	By When?
	Provide periodic updates to the Fairbanks City Council and Borough Assembly.	<p>Strengthen communications and provide and receive direction.</p> <p>Create standardized report requirements (template); ask City Council and Borough Assembly what is important for them to have monitored.</p> <p>Create focused, quantifiable set of 5-year goals/targets for community and City Council groups to be accountable to.</p>	<p>Diversity Council</p> <p>City Council</p> <p>Borough Assembly</p>	Ongoing, Annual
	Grow partnership with the University of Alaska Fairbanks to share resources and complement existing efforts.	Communicate with multiple audiences; practice community building through inclusivity.	<p>Diversity Council</p> <p>City Council</p>	Ongoing
	Grow partnerships with local Alaska Native corporations and tribal entities to engage in Indigenous cultural safety training/education.	Through intentional action, communicate the importance and relevance of local diversity and responsiveness.	<p>Diversity Council</p> <p>City Council</p>	Ongoing



**RESOLUTION NO. 2022-01**

**A RESOLUTION APPROVING THE READING OF A LAND  
ACKNOWLEDGEMENT AT THE BEGINNING OF FAIRBANKS DIVERSITY  
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 Diversity Council directs that the following Land Acknowledgement be read at the beginning of Fairbanks Diversity 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 9th day of August 2022 by the Fairbanks Diversity Council.

Signed:

\_\_\_\_\_  
Andrew Aquino, Fairbanks Diversity Council Chair

Attest:

\_\_\_\_\_  
D. Danyielle Snider, MMC, City Clerk



July 12, 2022

Mayor Jim Matherly and  
Fairbanks City Council Members  
800 Cushman Street  
Fairbanks, AK 99701  
Fairbanks Diversity Council  
800 Cushman Street, Fairbanks, Alaska 99701

RE: National Association for the Advancement of Colored People (NAACP) “Seven Points for a Safer Fairbanks”

Dear Mayor Matherly and Fairbanks City Council members,

The Fairbanks Diversity Council (FDC) heard public testimony on May 10, 2022 from National Association for the Advancement of Colored People (NAACP) of Greater Fairbanks. At that time, Montean Jackson and Helenmarie Matesi presented the FDC with information about their “Seven Points for a Safer Fairbanks.”

Our body is responsible for providing a citizens' forum, serving as a diversity advisory board to the City Council, and addressing the community's concerns in the areas of employment, public accommodations, police policies, transportation, housing, public awareness and sensitivity, and other such subjects as they affect diverse populations within our community.

The FDC is not an expert in law enforcement administration, best-practices in policing, or the justice system. However, we as a group can and do applaud the efforts of the NAACP of Greater Fairbanks for their efforts in researching and reviewing our local police practices. While we as a body do not support or reject outright the proposals outlined in the “Seven Points for a Safer Fairbanks,” we do believe that any advocacy that results in better public safety standards is good. Police oversight by non-police and advocacy for best-practices in policing by citizens is a good thing.

In many communities in the United States, residents participate to some degree in overseeing their local law enforcement agencies. One idea suggested in the NAACP of Greater Fairbanks “Seven Points for a Safer Fairbanks” was for the establishment of a “Civilian Review Board.” The FDC believes this proposal deserves special attention by the City Council. Although we know that there already exists a “Fact Finding Commission,” we also learned it is seldom if ever used and that there are currently no members. The FDC recommends that the Fairbanks City Council create a committee to further investigate the opportunities that might come from enhancing the above commission and / or reorganizing it into a “Civilian Review Board”. The committee City Council creates ought to have City Council representation, Diversity Council representation, law enforcement, and some other non-officials who represent our citizenry, including the NAACP of Greater Fairbanks. Use of the U.S. Department of Justice, Office of Justice Programs publication, “*Citizen Review of Police: Approaches and Implementation*” by Peter Finn could be helpful in determining if a “Civilian Review Board” is the right fit for our community; reaching out to other resources found within the “National Association for Civilian Oversight of Law Enforcement” could be valuable too.

Finally, the FDC wishes to commend both the NAACP of Greater Fairbanks and the Fairbanks Police Department. At our FDC meeting May 10, 2022, we witnessed both groups discuss civilly with us a very complex issue. It is further commendable that both groups have had multiple face-to-face meetings and conversations where the FPD acted as a willing and listening partner. We greatly appreciate the stance of the NAACP of Greater Fairbanks who wrote on these matters that they are “eager to work with the City of Fairbanks and the Fairbanks Police Department to address these recommendations. We acknowledge the work that the Fairbanks Police Department has done so far, and look forward to engaging City and FPD decision makers in quarterly meetings to improve interactions between law enforcement professionals and the public to ensure a safer, more equitable community for all.”

Fairbanks Diversity Council

DRAFT

**Sec. 2-233. Chairperson; committees; quorum; meetings.**

- (a) The city mayor shall serve as the non-voting chairperson of the FDC. The mayor may appoint a chairperson from the membership of the FDC. If the mayor appoints a chairperson, the person chosen will remain a voting member of the FDC and will serve a one-year term as chairperson. The FDC will choose a vice chairperson from among its members. The person so chosen will serve a one-year term as vice chairperson. When the term of the chairperson expires, the vice chairperson will become the chairperson, and the FDC will choose a new vice chairperson from among its members. If the mayor chooses to serve as the chairperson, the vice chairperson will not progress to the chairperson position. The mayor will remain a non-voting member of the FDC even if not serving as chairperson.
- (b) The FDC may organize committees and adopt administrative rules and procedures to accomplish its purposes.
- (c) A quorum shall be necessary to conduct a meeting. A quorum shall consist of six public voting members of the FDC. The business of the FDC shall be transacted by a majority vote of voting members present after a quorum is established.
- (d) All meetings shall be held, and notices and agendas shall be posted, in compliance with the Alaska Open Meetings Act. Minutes of FDC proceedings shall be kept and filed in accordance with applicable laws dealing with public records. In all matters of parliamentary procedure not covered by rules and procedures adopted under subsection (b) above, the current version of Robert's Rules of Order will govern.
- (e) The FDC shall keep permanent records or minutes of all meetings. The minutes shall promptly be filed in the office of the city clerk and shall be open to public inspection. The city clerk shall supply the FDC with administrative support.