



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING AGENDA  
OCTOBER 11, 2022, 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. INTRODUCTION OF MEMBERS
5. APPROVAL OF AGENDA
6. APPROVAL OF PREVIOUS MINUTES
  - a) Regular Meeting Minutes of July 12, 2022
  - b) Regular Meeting Minutes of August 9, 2022
  - c) Regular Meeting Minutes of September 13, 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
  - b) FDC Recruitment Discussion
  - c) FDC Member Attendance Rules
11. FDC MEMBERS' COMMENTS
12. MEETING DATES
  - a) Next Regular Meeting Date, November 8, 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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Dorothy Shockley, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



FAIRBANKS DIVERSITY COUNCIL  
 REGULAR MEETING MINUTES  
 AUGUST 9, 2022, 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 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 Dorothy Shockley (Seat F) presiding (Z) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Timothy Ledna, Seat A (Z) Cheyenna Kuplack, Seat J left @ 5:43  
 (Z) Juanita Webb, Seat D (Z) June Rogers, Council Member  
 (Z) Andrew Aquino, Seat G (Z) Angela Foster-Snow, HR Director  
 (P) Wendy Tisland, Seat H

Members Absent: Vacant, Seat B Kelvin Lee, Seat I  
 Vacant, Seat C Rachael Kvapil, Seat K (excused)  
 Shelissa Thomas, Seat E (excused) Jim Matherly, Mayor

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

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

**Chair Shockley** called the meeting to order at 5:36 p.m. and asked the Clerk to read the mission statement; Clerk Snider read the mission statement.

**PLEDGE OF ALLEGIANCE**

**Chair Shockley** asked T. Ledna to lead the group in the Pledge of Allegiance.

**INTRODUCTION OF MEMBERS**

**Chair Shockley** asked each member to answer the following question: Considering the DAP key priority areas, which one action can you commit to completing this year? Why?

**J. Rogers** stated that since she is a non-voting member, perhaps others should go first.

**A. Aquino** stated that he works in the President’s Office at the University. He shared that he would choose, under priority #3, the task of considering diverse representation when appointing seats on councils. He stated that he would incorporate that into his work by ensuring there are solid expectations of hiring committees in his workplace. He stated that he would like to see diverse representation in the recruitment process from application through onboarding.

**W. Tisland** stated she was not prepared to answer the question.

**T. Ledna** stated that the most attractive goals to him were the ones that have been eliminated by the DAP: community outreach and diversity promotion. He shared that under goal #4, education and training, the portion about developing and maintaining collaborative partnerships with other groups is what most closely aligns with his work. He stated that he will keep in my mind how his work on the FDC can help maintain partnerships and make people aware of the FDC's mission statement. He added that he would be willing to provide updates to the local governing bodies.

**J. Webb** stated that she would choose the priority of education and training, especially with regard to the disabled population.

*C. Kuplack left the meeting at 5:43 p.m., and a quorum was lost. All action items on the agenda were not addressed due to the loss of a quorum. The unaddressed agenda items will be rolled to the next regular meeting.*

**Chair Shockley** stated that she is a member of the Upper Koyukukan Athabaskan tribe in the Interior. She stated she is currently unemployed, although she owns her own business. She commented that it is difficult to zero in on one area of the DAP. However, she expressed interest in Goal 3, internal City policies and procedures. She expressed that she would like to ensure a more diverse employment pool and maybe review City affirmative action plan (AAP) and offer recommendations as needed. She stated she would be willing to review the AAP and offer changes, as needed.

**Chair Shockley** asked if anything else could be done at the meeting since there was no quorum. Clerk Snider stated that no action could be taken by the FDC.

**A. Aquino** reminded members to toss in their hat if they are interested in serving as Vice Chair.

**Chair Shockley** stated that she has some questions; she asked who provides updates from the FDC to the Borough. **J. Rogers** stated that she does when she is serving as the City representative at Borough Assembly meetings. **W. Tisland** stated that she is appointed by Borough Mayor Ward, and she reports regularly to him about the FDC. **A. Aquino** asked whether Mayor Ward get to see the applicant pool for the FDC. Clerk Snider stated that the City shares applicant information with the Borough. **J. Rogers** asked Clerk Snider to share about what she has offered to the City Council in regard to reports to the Borough Assembly. Clerk Snider stated that she has offered, whenever asked, to provide a summary report to City Council members to share with the Borough Assembly when it is their turn to represent the City.

**Chair Shockley** asked whether there are any regulations for the FDC. She asked if the FDC is guaranteed to continue if there was to be a new Mayor who did not want the FDC. **J. Rogers** stated that the FDC was brought about by former Mayor Eberhart, and it began with the Mayor serving as the Chair. She stated that changes have been made since that time, and changes can be made. She stated that what keeps the FDC going is vitality and productivity. Clerk Snider stated that the FDC does have a policies and procedures outline, but it needs to be updated. She stated that perhaps once the items currently before the FDC are taken care of, the group can review and update the policies and procedures. Clerk Snider continued by stating that the only way for the FDC to be eliminated is by City ordinance. She clarified that the Mayor or a City Council member

would have to introduce an ordinance, and the ordinance would need two readings, a public hearing, and a majority vote to pass.

**Chair Shockley** expressed that she would like to have a gathering of the FDC so that members could meet each other. **W. Tisland** stated she recalls a time when snacks were shared at an FDC meeting and suggested something like that. She acknowledged that hybrid meetings (in person and Zoom) came about during COVID and asked whether the FDC intends to continue with hybrid meetings. **A. Aquino** stated that hybrid FDC meetings did come about because of COVID; he stated that is an issue the Chair could bring up at a future meeting. **Chair Shockley** stated that perhaps an in person gathering is something that could be done on a quarterly basis. She suggested also that the FDC review the regular meeting start time.

**J. Rogers** stated that the FDC has existed since 2014, but the group continues to struggle to meet a quorum. She stated that the DAP is a complex plan that is difficult for an advisory body like the FDC to carry out. She clarified that the FDC has no budget, and it was never intended to. She stated that if or when the FDC needs funds for something such as a banner, they can request it of the Mayor and he may provide it out of his budget. She stated she has two years left to serve on the City Council, but she would be willing to continue serving as a member of the FDC beyond those two years.

**Chair Shockley** stated that she was very excited when the FDC was first created. She commented that she is glad to serve on the FDC but she agreed that the limitations of the FDC make it difficult. She questioned whether FDC meetings are advertised and stated that a majority of community members are not aware that the FDC exists.

**J. Rogers** asked A. Foster-Snow to provide a brief overview of how City hiring practices have improved since the FDC was created. **A. Foster-Snow** stated that there have been many things, but the biggest thing is the participation of FDC members in the hiring process. She mentioned some current and past members who have served on hiring panels and stated that serving in that way gives a member the opportunity to see that the City is trying to attract diverse applicants. **A. Foster-Snow** stated that the City cannot control who applies for jobs. She stated that the City has struggled with diversity, but she has seen significant growth in that area. She commented that it is helpful when FDC members are active in the hiring process. She spoke of a past FDC member, Doug Toelle, who helped the City a great deal by reviewing and making recommendations for the City's Accessibility Policy. She shared that the HR department is small, but she is committed to having a diverse workforce at the City. **J. Rogers** asked how many other current FDC members have served on a hiring panel at the City. **A. Foster-Snow** stated that besides J. Rogers, only A. Aquino had served in that way. **J. Rogers** encouraged others to participate in the process. **A. Aquino** spoke to his experience in serving on City hiring panels and discussed the importance in ensuring equity in that process; he stated the experience was rewarding. **Chair Shockley** asked how often opportunities to participate come around and how FDC members would be notified. **A. Foster-Snow** stated that she maintains a list of FDC members for the Police and Fire departments to call upon, but she would be willing to reach out to specific members who she knows would be available and willing to participate. She stated that FDC members are to participate in hiring panels for supervisory positions in public safety departments, and the City has extended that participation to hiring panels for police officer positions.



Clerk Snider shared that there are two City-appointed vacancies on the FDC. She clarified, based on Chair Shockley’s earlier question regarding advertising, that the City advertises the date, time, and location of every FDC meeting, but not the agenda. In response to T. Ledna’s earlier comments about providing an updated DAP on the City website, Clerk Snider stated that the document would not be updated until it was approved by the City Council.

**APPROVAL OF PREVIOUS MINUTES**

- a) Regular Meeting Minutes of July 12, 2022

*This item was not addressed due to lack of a quorum.*

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

There were no citizens’ comments.

**UNFINISHED BUSINESS** – *Unfinished Business was not addressed due to lack of a quorum.*

- 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”

**NEW BUSINESS** – *New Business was not addressed due to lack of a quorum.*

- a) Nomination and Appointment of Vice Chair

**MEETING DATES**

- a) Next Regular Meeting Date, September 13, 2022

**ADJOURNMENT**

The meeting adjourned at 6:19 p.m.

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Dorothy Shockley, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING MINUTES  
SEPTEMBER 13, 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 5:30 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 Dorothy Shockley (Seat F) presiding (P) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (Z) Andrew Aquino, Seat G (Z) Rachel Kvapil, Seat K  
(Z) Wendy Tisland, Seat H (Z) June Rogers, Council Member  
(Z) Cheyenna Kuplack, Seat J (P) Angela Foster-Snow, HR Director

Members Absent: Timothy Ledna, Seat A Shelissa Thomas, Seat E  
Vacant, Seat B Kelvin Lee, Seat I  
Vacant, Seat C Jim Matherly, Mayor  
Juanita Webb, Seat D

Also Present: (P) Rochelle Rodak, Deputy City Clerk  
(P) Valerie Therrien, Council Member

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

At 5:46 p.m., **Chair Shockley** dismissed the FDC as there was still no quorum present.

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Dorothy Shockley, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: RR

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN (Proposed Changes by the FDC)

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 (Proposed Changes by the FDC)

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 (Proposed Changes by the FDC)

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.		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.		Ongoing
	Consider diverse representation when appointing seats on all City councils, boards, and committees.	Establish culturally competent, high-level decision making.		Ongoing
	Provide guidance to all departments on developing localized land acknowledgements.	Recruit and retain a staff reflective of Alaska Native/American Indian peoples.		Immediate

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN (Proposed Changes by the FDC)

Goal	Tasks	Desired Result(s)	Responsibility	By When?
	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.		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.		Ongoing

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN (Proposed Changes by the FDC)

Goal	Tasks	Desired Results	Responsibility	By When?
<p><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.</p>	<p><b>Required – Review State, Local, National Diversity Council Work</b> as directed by City Ordinance 5939.</p>	<p>FDC and City to gain competencies in:</p> <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>	<p>Diversity Council</p>	<p>Ongoing</p>
	<p><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.</p>	<p>Ensure FDC can effectively and efficiently communicate observations and recommendations to the City Council for consideration of adoption.</p> <p>FDC will request of City to provide focused measures to monitor and publish annually; report baselines, measures, and progress to Fairbanks City Council.</p>	<p>Mayor’s Office</p> <p>Diversity Council</p>	<p>Ongoing</p>
	<p><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.</p>	<p>Ensure continuous improvement and awareness of accessibility and access barriers.</p> <p>FDC to develop accessibility comment/concerns form; form will be published on FDC website; FDC to provide report to City.</p>	<p>Diversity Council</p> <p>City Engineer’s Office</p> <p>City Building Department</p>	<p>Ongoing</p>

# CITY OF FAIRBANKS DIVERSITY ACTION PLAN (Proposed Changes by the FDC)

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 (Proposed Changes by the FDC)

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 11th day of October 2022 by the Fairbanks Diversity Council.

Signed: \_\_\_\_\_  
Dorothy Shockley, 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

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**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.

( Ord. No. 5939, § 1, 3-15-2014 ; Ord. No. 6064 , § 1, 11-11-2017; Ord. No. 6114 , § 1, 11-2-2019; Ord. No. 6176 , § 1, 8-14-2021)

# **Fairbanks Diversity Council (FDC)**

## **Fairbanks General Code (FGC) and Rules of Procedure**

### **FGC on Composition, Terms, Meetings (summarized):**

- FDC is composed of 11 voting members (10 appointed by City, 1 appointed by Borough) and 3 non-voting members (City Mayor, HR Director and City Council Member).
- Voting members' terms are for three years ending on June 30.
- City Mayor serves as non-voting Chair unless he appoints a Chair from the membership (appointed Chair will remain a voting member). Vice Chair is selected from the membership and confirmed by the membership.
- FDC may form committees and adopt administrative rules and procedures to accomplish its purpose.
- FDC holds quarterly meetings plus special meetings as deemed necessary.
- A quorum is necessary to conduct a meeting and is defined as 6 voting members.
- Business is transacted by a majority vote of members present.
- Members are expected to attend all scheduled meetings unless excused.
- Members may be removed by the City Council or Borough Assembly (whichever applies).
- When a member has a conflict of interest the member must announce the conflict and refrain from participation on the issue entirely if a majority of the quorum so decides.
- Meetings are held and noticed in compliance with the Open Meetings Act (OMA). In parliamentary procedure matters not covered by FDC rules and procedures, Robert's Rules of Order governs.
- FDC keeps permanent minutes of all meetings which are open to the public. The City Clerk provides the FDC with administrative support.

### **FGC on Duties and Rules (summarized):**

- FDC may recommend adoption of a Diversity Action Plan (DAP) to the City and Borough.
- FDC will assist the City on accessibility issues.
- FDC will plan, develop and implement recognition and public awareness programs.
- FDC will develop working relationships with the following community sectors:
  - Business and industry,
  - Educational institutions,
  - Governmental bodies and agencies,
  - Healthcare service providers,
  - Youth, parent and senior citizen groups and people protected by the ADA,
  - Public and private agencies involved in diversity issues and employment, and
  - People of any socio-economic status.
- FDC will provide reports to the public with general recommendations, will submit special reports at the request of the City or the Borough, and will submit annual reports by December 1 each year.
- FDC will not become involved in employee discipline issues or in matters outside the jurisdiction of the City or Borough.
- FDC will amend the DAP as necessary and will perform a full review every five years after initial adoption.

# Fairbanks Diversity Council (FDC)

## Fairbanks General Code (FGC) and Rules of Procedure

### Rules & Procedures Adopted by the FDC:

- FDC meetings begin at 5:30 pm on the second Tuesday of every month (established on 06/09/15).
- Meetings are recorded, and action minutes are taken (established on 12/09/14).
- Formation of FDC Committees (established on 06/09/15):
  - Education & Outreach / Media & Communications Committee (combined on 12/05/15)
  - Policies & Procedures Committee
  - Accessibility Committee
- Committee Reports section added to regular agendas (established on 06/09/15).
- Reading of the FDC mission statement added to regular agenda (12/05/15).
- FDC offered support for Town Hall Meetings titled “Courageous Conversations” (02/09/16).
- “Diversity Topic of the Month” added to regular agendas (established on 06/14/16).
- “Unexcused” absences are defined as no communication with the Clerk prior to the meeting (established on 01/10/17).
- A member who reaches three unexcused absences in a calendar year will be contacted by the Chair or Vice Chair (established on 01/10/17).
- A member who misses three consecutive meetings and is unexcused will be removed from the FDC (established on 01/10/17).
- A presentation on the Open Meetings Act (OMA) will be given to the FDC each year (recommended on 01/12/21).