



FAIRBANKS DIVERSITY COUNCIL
REGULAR MEETING AGENDA
DECEMBER 13, 2022, 5:30 – 7:00 P.M.



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

FDC MISSION STATEMENT: 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.

LAND ACKNOWLEDGEMENT: 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.

1. CALL TO ORDER (Reading of Mission Statement and Land Acknowledgement)
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF AGENDA
5. APPROVAL OF PREVIOUS MINUTES
 - a) Regular Meeting Minutes of November 8, 2022
6. CITIZENS' COMMENTS (Limited to 3 Minutes)
7. PRESENTATION BY THE ALASKA STATE COMMISSION FOR HUMAN RIGHTS
8. REPORT FROM THE CHAIR
9. UNFINISHED BUSINESS
 - a) Subcommittee Recommendation on NAACP's "7 Points for a Safer Fairbanks"
 - b) FDC Purpose and Policies
10. NEW BUSINESS
 - a) City Council Work Session with FDC on the Diversity Action Plan
11. FDC MEMBERS' COMMENTS
12. MEETING DATES
 - a) Next Regular Meeting Date, January 10, 2022
13. ADJOURNMENT



FAIRBANKS DIVERSITY COUNCIL
 REGULAR MEETING MINUTES
 NOVEMBER 8, 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 5:35 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 (Z) and with the following members in attendance [Z = Zoom; P = In Person]:

Members Present: (P) Timothy Ledna, Seat A (Z) Kelvin Lee, Seat I
 (Z) Sonja Sommer, Seat C (P) Rachael Kvapil, Seat K
 (Z) Juanita Webb, Seat D (Z) June Rogers, Council Member
 (Z) Andrew Aquino, Seat G (P) Angela Foster-Snow, HR Director
 (Z) Wendy Tisland, Seat H (P) David Pruhs, Mayor

Members Absent: Vacant, Seat B Cheyenna Kuplack, Seat J (excused)
 Shelissa Thomas, Seat E (excused)

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

CALL TO ORDER & READING OF THE FDC MISSION STATEMENT

Chair Shockley called the meeting to order and asked Clerk Snider to read the FDC mission statement.

PLEDGE OF ALLEGIANCE

Chair Shockley led the FDC in the Pledge of Allegiance.

APPROVAL OF AGENDA

A. Aquino, seconded by **W. Tisland**, moved to APPROVE the Agenda.

Chair Shockley called for a voice vote on the motion to APPROVE the agenda, and all members voted in favor.

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
- d) Regular Meeting Minutes of October 11, 2022

T. Ledna, seconded by **A. Aquino**, moved to APPROVE all four sets of meeting minutes as presented.

Chair Shockley called for a voice vote on the motion to APPROVE all four sets of meeting minutes, as presented, and all members voted in favor.

CITIZENS' COMMENTS (Limited to 3 Minutes)

There were no Citizens' Comments.

REPORT FROM THE CHAIR

Chair Shockley stated that she emailed several organizations the day prior in regard to activities surrounding Native American Heritage Month, but she had not heard back from anyone yet. She stated she would forward any information she gathers to the Clerk for distribution. She gave the floor to newly elected Mayor Pruhs for an introduction.

Mayor Pruhs thanked the FDC for having a quorum. He stated that, as Mayor, he has the choice on whether to serve as the FDC Chair but explained that he would like D. Shockley to remain Chair. He stated that he will make an effort to contact members who have not shown up for meetings, and he commended those who have shown commitment to the FDC.

Chair Shockley highlighted the FDC's purpose and duties per the Fairbanks General Code (FGC). She reported that the State of Alaska Human Rights Commission would like to attend the FDC's December meeting and that the Clerk is reaching out to them to get more information.

UNFINISHED BUSINESS

- a) Diversity Action Plan (DAP) Final Review & Recommendation to City Council (Referred back to subcommittee to complete "responsibility" column in Goal 3)

At Chair Shockley's request, Clerk Snider summarized the history of the DAP and read the goals aloud. **J. Rogers** asked A. Foster-Snow to speak to how the revised plan fits in with the goal to have a diverse hiring practice at the City. **A. Foster-Snow** stated that the FDC has worked on the DAP for a long time, and the goals have been fine-tuned. She stated she appreciates that the newly revised Goal 3 states that the FDC will review only those City policies that are relevant to diversity. She stated that will provide a more focused look at relevant policies and allow for more action by FDC members. She added that ensuring FDC members will be available to serve on hiring panels will be very helpful as a best practice. She stated that the revised DAP is a strong document.

Chair Shockley, referencing Goal 2, asked if the FDC has ever had a budget. **J. Rogers** replied that the FDC has never had a line item in the City's budget; however, the FDC can seek funds on a case-by-case basis from the Mayor's Office. **Mayor Pruhs** added that he has a contingency fund as part of his budget, and he would consider items as needs arise.

Chair Shockley asked whether there has ever been training provided to the FDC. **A. Foster-Snow** stated that the FDC has been invited by the City to participate in numerous trainings but stated that she does not recall any FDC-specific training that has been offered. Clerk Snider stated that, early

on, various groups came to FDC meetings to make presentations, such as a representative of the “Green Dot” program. **Chair Shockley** commented that it may be good to look into what other organizations are doing nation-wide. **Mayor Pruhs** suggested that the Alaska Human Rights Commission could be looked at as FDC training, and the FDC could also compile a list of different training opportunities they would like to participate in. **Chair Shockley** encouraged members to reach out to her if they had recommendations for training or presentations for the FDC.

A. Aquino, seconded by **R. Kvapil**, moved to RECOMMEND adoption of the DAP, as presented.

A. Aquino stated that the underlined areas of the DAP are the last changes that the FDC made.

T. Ledna stated that it is important for new members to see how the document has been edited, but they should also be aware of the items that were eliminated. He stated that he has served on the FDC for about a year, and there has been a lot of absenteeism. He explained that the original DAP had 6 or 7 goals, and the FDC agreed to eliminate a couple of goals that were related to community outreach and the promotion of diversity in Fairbanks. **T. Ledna** stated that, in the end, the FDC felt that if its members were not willing to do the work outside of meetings, there was no reason to have those goals. He stated that he is active in the community and would have been happy to take on some of those things, such as a City day of service for Martin Luther King Jr. Day, but he could not do that outreach alone. He clarified that while he supported eliminating those goals at that time, there seems to be a different temperature in the room now. He stated that while part of him wants to vote on the final version of the DAP and be finished with it, he wondered whether the FDC should consider putting those deleted goals back into the DAP.

Mayor Pruhs pointed out that the DAP is to be reviewed every 5 years, but the FDC could review it sooner. **Chair Shockley** stated that she would like to see the FDC become more active in the community. She stated she would also like to see the FDC adopt the DAP and see what additional things it can do. She spoke briefly about the frequency of meetings and wondered whether it would help the FDC to change its meeting schedule.

W. Tisland expressed frustration. She stated that the FDC has been working on a revision of the DAP since November of 2021. She expressed appreciation for Mayor Pruhs’ comment that the FDC could recommend revisions to the DAP whenever it wants. She acknowledged the work that went into the DAP and expressed support for moving forward with the revised document. She provided this quote to the group: “An adequate something is better than a glorious nothing.”

A. Aquino spoke in support of getting the DAP recommendation to the City Council. He stated the FDC’s current procedures are pretty aligned with the revision of the document. In reference to the third bullet of the summarized duties of the FDC, he stated that he recently learned that he has a different view than other members of what advocacy means, and he would like to see that defined before putting the related sections back into the DAP.

T. Ledna, seconded by **R. Kvapil**, moved the PREVIOUS QUESTION.

Chair Shockley called for a voice vote on the motion, and all members voted in favor.

A ROLL CALL VOTE WAS TAKEN ON THE MOTION TO RECOMMEND ADOPTION OF THE DAP, AS PRESENTED, AS FOLLOWS:

YEAS: Ledna, Sommer, Webb, Shockley, Aquino, Tisland, Lee, Kvapil
NAYS: None
ABSENT: Thomas, Kuplack
Chair Shockley declared the MOTION CARRIED.

J. Rogers requested that FDC members show up to the City Council meeting to advocate for passage of the DAP.

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

Chair Shockley stated that the FDC passed a resolution the year prior asking the City Council to adopt a land acknowledgment, but the item failed to pass the City Council. She stated that FDC Resolution No. 2022-01 would apply only to FDC meetings.

A. Aquino, seconded by **T. Ledna**, moved to APPROVE FDC Resolution No. 2022-01.

A. Aquino stated that he was recently in touch with the Executive Director of Denakkanaaga, and the FDC still has the organization's blessing on the land acknowledgement.

Chair Shockley called for a voice vote on the motion to APPROVE FDC Resolution No. 2022-01, and all members voted in favor.

c) Subcommittee Recommendation on NAACP's "7 Points for a Safer Fairbanks"

Chair Shockley asked for someone to refresh her memory on where the FDC was with this agenda item. **A. Aquino** stated that the FDC was asked by the NAACP to support the "7 Points for a Safer Fairbanks." He stated that he does not recall whether the item is informational or actionable. **T. Ledna** provided additional information. He stated that he proposed a draft letter several meetings ago that would act as the FDC's response to the NAACP document, and it was a starting point for the FDC to acknowledge the NAACP's presentation to the FDC in May. Clerk Snider acknowledged that she had neglected to include the draft letter in the agenda packet; she shared the draft letter on the screen so that members could view the document. **T. Ledna** read the draft letter aloud. He indicated that the "7 Points for a Safer Fairbanks" document contains some contentious pieces. He commented that, at the May meeting, Chief Dupee and Deputy Chief Sweet provided some counterpoints to the NAACP's 7 Points, and, in his perspective, police administration and procedures did not appear to be issues the FDC could undertake. He stated that he is not sure the FDC is in a place to know what its stance on the issues ought to be. **T. Ledna** stated that the draft letter commends both groups for having civil conversations with one another, and he believes the FDC supports efforts toward greater accountability in police departments. He indicated that the FDC should have some discussion about the direction they should take on the issue.

R. Kvapil stated that she regularly meets with the Fairbanks Police Department (FPD), and she has talked with them about the NAACP presentation. She agreed that the FDC's response was still unsettled, and she also stated that FPD's reasoning behind their procedures is deep. She commented that the FPD may be concerned that there will be one set of rules for one law enforcement agency and not others.

Chief of Staff (COS) M. Sanders stated that the Administration first began talking with the NAACP in April, and he had hoped the item would not be brought to the FDC until the City and the NAACP had a chance to discuss and work on the issues. He reported that at the beginning of 2022, the relationship between the City and the NAACP was very contentious, and some of the things the NAACP was concerned about were not things that were happening locally; rather, they were things happening in Anchorage and the States. He reported that the City has had great conversations with the NAACP in 2022, and the FPD is already exceeding expectations in many of the points outlined in the “7 Points for a Safer Fairbanks.” He briefly went through each of the 7 points and provided information about FPD’s current policies, procedures, trainings, and protocols. COS Sanders stated that the City is constantly in communication with the NAACP and meets with them regularly.

T. Ledna asked about point number 3, which recommends creating a Police Civilian Review Board. COS Sanders replied that it is mandated that complaints against the FPD go to the Alaska Police Standards Council, and police-involved shootings go to the Office of Special Prosecutions and Appeals. **T. Ledna** acknowledged that the FPD is mandated to use those resources but asked whether that bars the City from also using a Citizens Review Committee. COS Sanders replied that he believes such a committee would be biased and go after the police. **T. Ledna** argued that, oftentimes, the groups mandated to review cases side with law enforcement. He added that the current relationship between the City and the NAACP is genuine, and that positive relationship should be encouraged. He stated that the media often highlights situations that go wrong, but there are a lot of things that are going right.

J. Rogers stated that the letter **T. Ledna** drafted is excellent and positive. She referenced his comment about the Fact Finding Commission and recalled that the Commission does not have enough members to hold a meeting. **T. Ledna** stated that he is in favor of a citizens review board, and perhaps that might be the Fact Finding Commission. He suggested that such a committee should have representation similar to what is outlined in his draft letter and commented that the FDC may want to take some time and digest the draft letter before taking action.

R. Kvapil stated that she would like to do more research on citizen review boards. She acknowledged the points made **T. Ledna** stated that the point of his letter is so that the FDC would at least look into the issue. **Chair Shockley** indicated that she would like to have more time to consider the item. **T. Ledna** stated he would support postponement.

A. Aquino pointed out that the FPD had the opportunity to respond to the NAACP’s presentation, but the NAACP did not have an opportunity to respond to FPD’s presentation at the May meeting. COS Sanders shared that the City Administration will meet with the NAACP in early December. **T. Ledna** encouraged members to bring any suggested edits to the next meeting.

A. Aquino, seconded by **T. Ledna**, moved to POSTPONE the FDC’s Recommendation on NAACP’s “7 Points for a Safer Fairbanks” to the December meeting.

Chair Shockley called for a voice vote on the motion to POSTPONE the FDC’s Recommendation on NAACP’s “7 Points for a Safer Fairbanks” to the December meeting, and all members voted in favor.

NEW BUSINESS

a) Nomination and Appointment of Vice Chair

Chair Shockley asked A. Aquino if he was interested in being nominated to serve as Vice Chair. **A. Aquino** stated that he would have been willing to serve if no one else wished to, but he recalled that C. Kuplack expressed interest in serving at the last meeting. Clerk Snider confirmed that since C. Kuplack had accepted the nomination for Vice Chair previously, the FDC could confirm her appointment without her presence. **Chair Shockley** asked if any other members were interested in serving as Vice Chair, and no other members expressed interest.

Chair Shockley called for a voice vote on the confirmation to appoint C. Kuplack as FDC Vice Chair, and all members voted in favor.

b) FDC Purpose and Policies

Clerk Snider provided a synopsis of the duties and policies of the FDC. **Chair Shockley** asked members to review the policies before the next meeting.

FDC MEMBERS' COMMENTS

Chair Shockley asked members to introduce themselves and provide their name, affiliation, and how long they have served on the FDC.

W. Tisland introduced herself and stated she has served on the FDC for a little over a year but has been attending meetings on-and-off for four or five years. She added that she had been appointed by Fairbanks North Star Borough Mayor Ward and had served as the EEO/Compliance Officer at the Borough. She thanked everyone for attending the meeting to make a quorum. She stated that she asked the Clerk to share a flyer with FDC members from a friend and she would appreciate responses. She mentioned that it is Indigenous Peoples month and shared that her significant other is an Apache Indian from Arizona who still has family who live on a reservation there.

R. Kvapil introduced herself and stated that May 2022 was her first FDC meeting. She stated that she is a minority business owner in Fairbanks and has worked with many local organizations and served on various boards. She added that she already responded to W. Tisland's email.

A. Aquino introduced himself and stated that he manages special projects for the University of Alaska President. He stated that he began serving on the FDC two months before everything shut down due to the pandemic.

T. Ledna stated that he was born in Denver, was raised in Chicago, and has lived in Alaska for three years. He stated he is a certified counselor, he works with the Mobile Crisis Team on the weekends, he works with the homeless population on weekdays, he is a licensed foster parent, and he is a member of the Immaculate Conception Catholic Church. He stated that as winter temperatures begin to drop, there will inevitably be homeless folks with serious mental illness who will freeze to death. He commented that the issue is close to his heart and that people are not always treated well or fairly when they have mental health issues.

J. Rogers stated that she has been involved with the FDC since its inception in 2014. She stated she is always taken by the genuine regard, courage, and empathy of FDC members. She spoke about awareness and about the difficult issues in the community. She noted that there are people attending the meeting who regularly share their strength, courage, and commitment in the community, and she acknowledged City staff. She stated that she joined the City Council in 2016 and will be termed out in two years; she commented that someone will need to run for office to replace her at that time.

K. Lee introduced himself and stated that he became a member of the FDC shortly after its inception; he commented on how the FDC has evolved over time. He shared that he has had the pleasure of being able to take care of his daughter this year, and he recently had to relocate to Anchorage. He announced that he will have to step down from the FDC as he is no longer living in the Fairbanks community. He stated that he has enjoyed being a part of the FDC and hopes the group continues to make strides; he added that it helps when a Mayor will listen and carry some weight. He closed by thanking City staff for their service.

D. Pruhs stated that he witnessed laughter, smiles, discussion, education, knowledge, hope, and resilience at the meeting and commented that he enjoyed it all. He thanked members for being present and pledged to help the FDC gain new members to help make a quorum at meetings. He stated that he plans to attend the December meeting and will work with Chair Shockley and the Clerk.

A. Foster-Snow thanked the group for having a quorum and getting things done. She said goodbye to K. Lee and commented that she was happy he is able to spend time with his family. She welcomed Mayor Pruhs to the FDC.

Chair Shockley thanked everyone for attending the meeting and commented that it is great to have a quorum. She stated that the FDC had some great discussions, and she thanked the Mayor and staff. She introduced herself and shared that she is Upper Koyukon Athabaskan of the Tanana/Rampart area; she added that she grew up in Manley Hot Springs. She stated that she moved back to Fairbanks fulltime in 2012 and is currently semi-retired. She shared that she sits on various boards and is passionate about the community and its diverse population. She stated that her heart goes out to the homeless people and she sends them her blessing and prayers. She stated she would like folks to know that the FDC is here to help and expressed hope that people would reach out to the FDC. She expressed appreciation to FDC members.

MEETING DATES

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

ADJOURNMENT

The meeting adjourned at 7:32 p.m.

Dorothy Shockley, Chair

D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS



November 8, 2022

Mayor David Pruhs 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. 2-231. Fairbanks Diversity Council (hereafter FDC)—Creation; purpose.

In order to provide a citizens' forum, serve as a diversity advisory board and recommend adoption of a diversity action plan, the FDC is hereby created. The FDC shall be composed of volunteer citizens who shall be residents or employees of the City of Fairbanks or Fairbanks North Star Borough, plus, as non-voting members, the city mayor, a city council member and the city human resources director.

(Ord. No. 5939, § 1, 3-15-2014)

Sec. 2-232. FDC—Composition; term of office.

- (a) The FDC shall include 11 public voting members broadly selected to represent the diverse people of Fairbanks. Ten community members shall be appointed by the city mayor subject to the approval of the city council. One community member shall be appointed by the Fairbanks North Star Borough Mayor, subject to the approval of the Fairbanks North Star Borough Assembly. Preference for city-appointed positions shall be given to residents of the City of Fairbanks. All appointments of the public members shall be for three-year terms, without compensation. The term of members shall be until June 30 of the third year from appointment.
- (b) In the event of the death, resignation, removal or disqualification of any member of the FDC, the city mayor or Fairbanks North Star Borough Mayor, as the case may be, shall appoint to the FDC, subject to confirmation by the city council or borough assembly, as the case may be, a member who shall serve for the unexpired term vacated.
- (c) The city attorney or designee shall be made available upon request to provide information, not to act as legal counsel, to the FDC.

(Ord. No. 5939, § 1, 3-15-2014 ; Ord. No. 6045 , § 1, 4-29-2017; Ord. No. 6114 , § 1, 11-2-2019)

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.

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- (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)

Sec. 2-234. FDC—Duties; rules.

The FDC is an advisory body with the following duties:

- (1) Members are expected to attend all scheduled meetings, unless excused by the membership.
- (2) Except for the city mayor, members of the FDC may be removed by the city council or Fairbanks North Star Borough Assembly, as the case may be, on motion adopted by the affirmative vote of four of the members of the city council, or six of the members of the Fairbanks North Star Borough Assembly.
- (3) When a member has a conflict of interest on an issue, the member shall announce such conflict and refrain from discussing, voting or participating in any manner on the issue if a majority of the quorum so decides.
- (4) The chairperson, or vice-chairperson in the absence of the chairperson, shall preside at all meetings, decide all points of order or procedure and perform any duties required by law, ordinance or these rules. The chairperson shall have the power to call regular or special meetings. Upon request of eight members to the chairperson, a special meeting will be held.
- (5) FDC meetings may include written reports, presentations or other necessary types of activities to provide information to its members and allow the FDC to discharge its duties. Meetings are open to the public to receive public comment in the same manner as done by the city council.
- (6) The FDC may recommend a diversity action plan after review of local, regional and national diversity programs and recommend to the administrations of the City of Fairbanks and Fairbanks North Star Borough a diversity action plan found to be lawful and worthy of implementation.
- (7) Assist the city on accessibility issues.
- (8) Plan, develop and implement recognition and public awareness programs.
- (9) Develop a constructive working relationship with the following sectors of the community:
 - a. Business and industry,
 - b. Schools and educational institutions,
 - c. Governmental bodies and agencies, to include military services,
 - d. Healthcare and service providers,
 - e. Youth, parent and senior citizen groups and organizations, and persons protected by the American Disability Act, and
 - f. Public and private agencies involved in diversity issues and employment, and
 - g. Persons of all and any socio economic status.

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- (10) Hold quarterly meetings, plus special meetings as deemed necessary by the chairperson or membership, to address concerns in the areas of employment, public accommodations, police policies, transportation, housing, public awareness and sensitivity, and other such subjects as may be deemed appropriate by the city mayor, city council, Fairbanks North Star Borough Mayor, Fairbanks North Star Borough Assembly or the FDC itself.
 - (11) Provide written reports to the public with general recommendations, submit special reports at the request of the city mayor or city council or Fairbanks North Star Borough Mayor or Fairbanks North Star Borough Assembly, and submit an annual report of its activities by December 1 of each year.
 - (12) The FDC shall not become involved in employee discipline issues or in matters outside the jurisdiction of the City of Fairbanks or the Fairbanks North Star Borough.

(Ord. No. 5939, § 1, 3-15-2014)

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.

(Ord. No. 5939, § 1, 3-15-2014)

Secs. 2-236—2-255. Reserved.

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. Chair will serve one year as Chair, then Vice Chair will move to the Chair position.
- 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).

Activities highlighted above are not currently being practiced by the FDC.