



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING AGENDA  
MAY 9, 2023, 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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*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 January 10, 2023
6. CITIZENS' COMMENTS (Limited to 3 Minutes)
7. REPORT FROM THE CHAIR
8. UNFINISHED BUSINESS
  - a) FDC Calendar of Events
9. NEW BUSINESS
  - a) Quorum Regulations
  - b) FDC Brochure and Other Materials
  - c) Diversity Training Ideas
  - d) Vice Chair Vacancy
  - e) FDC Participation in Golden Days Parade
    - i. Member interest
    - ii. Resources needed
    - ii. Funding estimate for rack card printing, parade entry fee, and t-shirts
10. FDC MEMBERS' COMMENTS
11. MEETING DATES
  - a) Next Regular Meeting Date, June 13, 2023
12. ADJOURNMENT



FAIRBANKS DIVERSITY COUNCIL  
REGULAR MEETING MINUTES  
JANUARY 10, 2023, 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 5:34 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) Sonja Kokrine, 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) Cheyenna Kuplack, Seat J (at 5:40) (P) David Pruhs, Mayor  
(Z) Wendy Tisland, Seat H

Members Absent: Timothy Ledna, Seat A Shelissa Thomas, Seat E  
*Vacant*, Seat B *Vacant*, Seat I

Also Present: (P) D. Danyielle Snider City Clerk Lonny Marney, City Council Member

**CALL TO ORDER** (Reading of Mission Statement and Land Acknowledgement)

**Chair Shockley** called the meeting to order and asked **R. Kvapil** to read the FDC mission statement and land acknowledgement.

**PLEDGE OF ALLEGIANCE**

**Chair Shockley** led everyone in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

**Chair Shockley** called for objection to the APPROVAL of the Agenda and, hearing none, so ORDERED.

**APPROVAL OF PREVIOUS MINUTES**

a) Regular Meeting Minutes of December 13, 2022

**Chair Shockley** pointed out a date error in the minutes; Clerk Snider stated she would correct it.

**A. Aquino**, seconded by **J. Webb**, moved to APPROVE the meeting minutes as corrected.

**Chair Shockley** called for objection to the APPROVAL of the meeting minutes as corrected and, hearing none, so ORDERED.

## **REPORT FROM THE CHAIR**

**Chair Shockley** stated that she attended the City Council Work Session on December 19. She stated they discussed training and networking in the community. **Chair Shockley** suggested that the FDC be represented at different functions and events in the community; she also suggested that they create a brochure and have materials to hand out.

## **OPEN MEETINGS ACT PRESENTATION BY CITY ATTORNEY AND CLERK**

City Attorney Paul Ewers spoke about the purpose of the Open Meetings Act (OMA) and talked about who is covered by the OMA and what it requires. He explained the definition of a meeting according to the OMA and covered other aspects such as reasonable public notice, serial meetings, social gatherings, and social media.

## **UNFINISHED BUSINESS**

- a) FDC Purpose & Policies (includes poll results on meeting date, time, and frequency)

**Chair Shockley** asked Clerk Snider to read the poll results. Clerk Snider stated that only eight members responded to the survey regarding meeting date, time, and frequency, and a majority indicated that they would like to change the meeting frequency to every other month.

**Chair Shockley** raised the issue of the FDC's difficulty in obtaining a quorum and questioned whether the membership makeup should be changed or whether the group should meet only every other month. **A. Aquino** spoke in favor of shrinking the FDC membership to help with a quorum. **J. Webb** expressed concern with shrinking the FDC, as that may not allow for proper representation of the community, and she spoke in favor of maintaining monthly meetings. She stated that if there is an attendance problem, it is likely an indicator of another issue.

**W. Tisland** agreed with J. Webb's comments concerning regarding meeting frequency and membership. She referenced the FDC's rules about unexcused absences and asked whether those absences are being addressed. Clerk Snider stated that, currently, they are not being actively addressed, although absences are easy to track. **W. Tisland** asked who would make contact with members when the absence issue was being addressed. Clerk Snider replied that the Mayor would contact members in regard to absences.

**Chair Shockley** spoke about challenges with member dedication and recruitment and talked about the thoughtfulness recruiting new members requires. **R. Kvapil** stated that developing materials about the FDC would be a good first step towards helping with recruitment. She stated it will help people better understand the FDC's purpose and structure.

**J. Rogers** stated that a few years ago there was some really concentrated sessions of the FDC to define the activities, scope, and purpose of the group. She asked A. Aquino to expound on that. **A. Aquino** stated that the pandemic interrupted those earlier conversations of the FDC. He

suggested that the FDC hold an action meeting every other month, with a more relaxed conversation-type meeting every other month.

**J. Rogers** asked A. Foster-Snow to speak about the progress made by the FDC. **A. Foster-Snow** stated there has definitely been progress. She stated that the FDC has tried to identify things like what part of the community is not represented on the body and recruit accordingly. She stated that the goal is to have a body that represents the diversity of the Fairbanks community.

**R. Kvapil** commented that it is important for the FDC to create a safe space, and she spoke to the challenges in accomplishing that while serving as a public body.

**Chair Shockley** stated that she liked A. Aquino's idea of holding action meetings every other month. She spoke also to the option of virtual meetings versus in-person meetings and suggested that the FDC could aim to meet in person every other month and share food. She suggested also writing into the FDC's policies the community representation required for makeup of the body. Clerk Snider explained that when the FDC was created in 2014, the City's application process included a demographics section. She stated that the City Council did away with the demographics section since. **A. Foster-Snow** suggested getting some Census data to better understand the community's demographics and trying to recruit in those areas not represented on the FDC. Members further discussed ways to reach out to different groups in the community.

**Chair Shockley** stated she would like the FDC to take a group photo, and she would like to see the FDC host tables at various events, such as the upcoming Festival of Native Arts.

**J. Rogers** stated that representation is a larger and more difficult topic than people imagine. She reminded everyone that there needs to be a continued flow of new purpose, people, and ideas and that diversity is important. She commented that having a smaller group moves away from the idea of gaining new people, but she expressed appreciation for the discussion.

**W. Tisland** asked whether the FDC could turn a meeting into a work session if it did not have a quorum. **A. Aquino** stated that it should be fine if there was a Diversity Topic of the Month that was not action-related and the group just held a "courageous conversation." Clerk Snider stated that A. Aquino is correct, but it would be important for the Chair to facilitate the discussion and keep the group on track. **W. Tisland** stated it would be helpful to have a list of topics for discussion and use that time for planning, then actionable items could be brought before the body at a regular meeting.

**J. Rogers** suggested having Kris Capps do an article on the FDC. Clerk Snider wondered whether a member of the FDC would volunteer to design a brochure. **R. Kvapil** stated that she has design skills, but she is booked until February. **Chair Shockley** stated that a brochure could contain some pictures, the FDC purpose and mission statement, and some history about the work of the FDC. **S. Kokrine** suggested a rack card format because they are easy to read. **C. Kuplack** agreed with S. Kokrine, and she volunteered to work on a draft to bring back to the group. **Chair Shockley** recommended that anyone with ideas about the brochure get in contact with C. Kuplack. She stated that in the meantime, she would like to schedule a time for a group photo of the FDC. Clerk Snider stated that she could send a poll out to identify the best time for a group photo. She stated

that once a brochure is designed and ready for printing, the FDC could request funding from the Mayor's Office.

**Chair Shockley** asked whether the group wanted to take a vote on changing the meeting frequency and time, or on whether to recommend changing the number of members. She asked if there were any volunteers to gather Census data. Seeing no volunteers, **Chair Shockley** volunteered. Clerk Snider stated that the best way to go about making a change to the FDC policies is by a motion.

**R. Kvapil** asked about the history of the town hall meetings. Clerk Snider stated that those meetings have not been held in some years and that the FDC removed the reference to those meetings from the draft Diversity Action Plan (DAP) that it forwarded to the City Council. She explained that the meetings were held in Council Chambers with chairs in a circle, and they were informal and not recorded. She stated that sometimes people would speak about sensitive issues in the community, and that is why the FDC called them "courageous conversations." **Chair Shockley** stated that she attended some of those meetings, and she recalled that meetings were triggered by something happening in the community.

**Chair Shockley** asked for direction from the group regarding the rules of attendance. **S. Kokrine** stated she has been in groups before where attendance was taken pretty seriously, but she questioned whether it would be best to enforce the removal of members due to unexcused absences because it would create more vacancies. **Chair Shockley** stated that putting more thought behind recruitment would help. **R. Kvapil** stated that when the purpose of a group is clearly defined, it lends to dedication by its members. She stated that she takes attendance rules seriously. **J. Webb** echoed R. Kvapil's comments; she stated that when expectations are set and followed, there will likely be more interest in the FDC. Clerk Snider stated that she could go over absences with the Chair and Vice Chair at the pre-meeting each month. **J. Rogers** stated that showing up to meetings is about respect and consideration for others.

There were no motions made to change any of the FDC policies.

## **NEW BUSINESS**

### a) Update on City Council Action Regarding Resolution No. 5037, DAP

Clerk Snider reported that the City Council postponed the resolution from its November meeting in order to hold a work session with the FDC. She stated that the City Council made one amendment to the DAP at its regular meeting on January 9, a change to the language in Goal 3, desired result 5. She reported that the City Council discussed the FDC's purpose as well as the FDC's role in City employee recruitment. Clerk Snider stated that she asked City Council members to contact her if they had ideas about events they would like to see the FDC participate in. She stated that the City Council voted to postpone the resolution to January 23 because they would like City departments to review the DAP and submit comments back to the City Council. **J. Rogers** stated that there were some questions about the work of the FDC, and she invited fellow City Council members to attend FDC meetings. She stated she was glad to see Council Member Marney present at the meeting.

b) 2023 Calendar of Events for Potential FDC Participation (per Goal 2 of DAP)

**Chair Shockley** mentioned that the Festival of Native Arts will take place February 24 and 25 at the University of Alaska Fairbanks (UAF) Great Hall. **C. Kuplack** shared that the Doyon annual meeting will take place on March 17, the Tanana Chiefs Conference (TCC) annual convention will be March 13 – 16. **S. Kokrine** clarified that the TCC convention has not yet been confirmed. **Chair Shockley** asked S. Kokrine if she could find out if tables were available at the convention. **J. Webb** shared that July 28 – August 6 will be the Tanana Valley State Fair (TVSF), which would be a great place to have a table. **Chair Shockley** mentioned other events, such as Juneteenth, Summer Solstice, and the World Eskimo-Indian Olympics (WEIO). Members also mentioned International Friendship Day. Clerk Snider stated that she will send FDC members a list of events, and she suggested that the FDC decide which events they would like to participate in.

**FDC MEMBERS' COMMENTS**

**A. Aquino** stated that the Fairbanks Police Department (FPD) is looking for FDC participation for oral boards on Friday, January 13, from 8 – 10 a.m., and he asked anyone interested to contact Judy Binkley at FPD. **R. Kvapil** indicated she would be interested. **J. Rogers** encouraged all FDC members to participate in the hiring process at FPD at some point. **C. Kuplack** shared that she is married to an FPD officer, and she is unsure whether that would prevent her from participating in FPD oral boards. **J. Rogers** directed C. Kuplack to contact A. Foster-Snow to discuss the potential conflict.

**MEETING DATES**

a) Next Regular Meeting Date, February 14, 2023

**ADJOURNMENT**

The meeting adjourned at 7:50 p.m.

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Dorothy Shockley, Chair

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D. Danyielle Snider, MMC, City Clerk

Transcribed by: DS

June	July & August	October
Juneteenth, June 19	WEIO, July 12 - 15	International Friendship Day August 6
Midnight Sun Festival June 24	Golden Days Events Week of July 17	
	Tanana Valley State Fair July 28 – August 6	

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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)





## About the Fairbanks Diversity Council



### ADDRESS CONCERNS

Serves to advise the City Council and the Borough Assembly and to address concerns in the areas of employment, public accommodations, police policies, transportation, housing, public awareness and sensitivity, and other subjects deemed appropriate by the mayors or governing bodies.

### VOLUNTEER COMMITTEE

Composed of 11 volunteer citizens of the City of Fairbanks and the Fairbanks North Star Borough, the City Mayor, a City Council Member, and three City Human Resources director.

### MEETS MONTHLY

Second Tuesday of each month at 5:30 p.m. in the City Council Chambers, 800 Cushman Street, Fairbanks.

These meetings are open to the general public and citizens are given an opportunity to address the FDC at each meeting.



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## Contact Information

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