

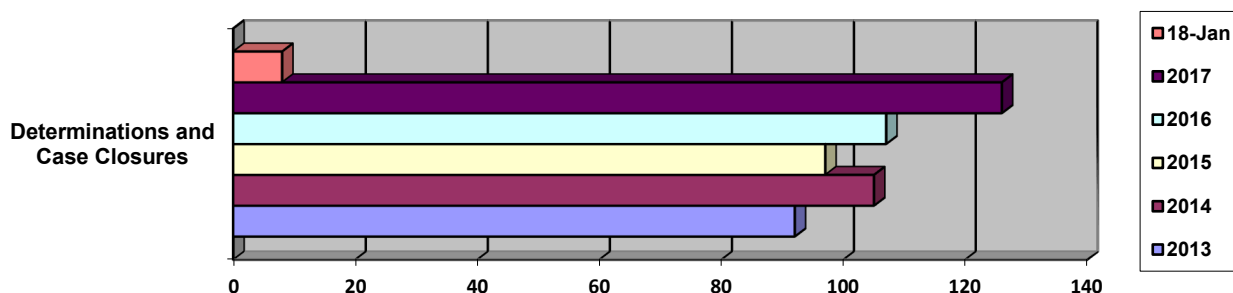
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** February 20, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director's Report as of January 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 8 cases in January 2018. 8/1= 8 per month (=2018 goal of 8 closures per month).

<b>DETERMINATIONS AND CASE CLOSURES</b>						
	2013	2014	2015	2016	2017	January 2018
Total Determinations and Case Closures	92	105	97	107	126	8



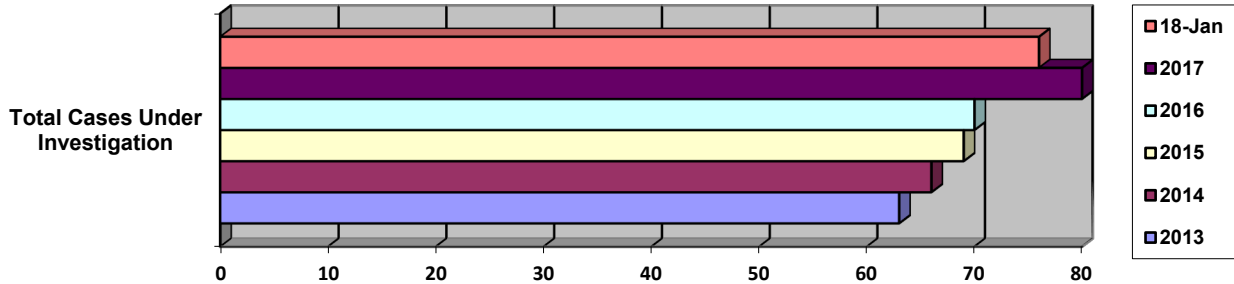
**EEOC Contract.** AERC has submitted contract documents for FFY 2018 to the EEOC for 97 case closures and will probably get the signed contract executed in the spring of 2018.

**Inquiries and New Complaints.** AERC staff fielded 37 inquiries and filed 4 new complaints in January 2018. 10.81% of our inquiries were converted into perfected complaints (<2018 goal of 12%).

<b>INQUIRIES AND NEW COMPLAINTS</b>						
	2013	2014	2015	2016	2017	January 2018
INQUIRIES	441	406	431	442	523	37
NEW COMPLAINTS	96	107	99	111	134	4
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	10.81%

**Pending Cases.** As of January 31, 2018, we have 76 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	January 2018
Total Cases Under Investigation	63	66	69	70	80	76



**Cases Over 240 Days Old.** As of January 31, 2018, 16 cases are over 240 days old, which is 21.05% of the agency's caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total January 2018 percentage is more than the 19.44% of over 240 cases which existed on 1/31/17. There are six cases open over 400 days old, which is 7.89% of our caseload.

## II. Budget:

YTD 2017 Budget to Actuals are below. There still may be other year-end charges eventually posted to the 2017 budget:

### AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$48,300.00	\$7,000.00	116.95
Labor	\$723,899.00	-\$4,028.00	\$708,191.84	\$19,735.16	97.27
Non-Labor	\$42,596.00	\$507.35	\$36,713.27	\$5,375.38	87.38
ICG	\$178,091.00	\$0.00	\$153,796.91	\$24,294.09	86.36
Expense Accounts	\$944,586.00	-\$3,520.65	\$898,702.02	\$49,404.63	94.77
<b>Balance</b>	<b>\$903,286.00</b>	<b>-\$3,520.65</b>	<b>\$850,402.02</b>	<b>\$56,404.63</b>	<b>93.76</b>

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$728,443.00	\$0.00	\$47,062.85	\$681,380.15	6.46
Non-Labor	\$27,496.00	\$4,105.05	-\$625.66	\$24,116.61	12.61
ICG	\$188,165.00	\$0.00	\$65.28	\$188,099.72	0.03
Expense Accounts	944,204.00	\$4,105.05	\$46,502.47	\$893,596.48	5.36
<b>Balance</b>	<b>\$891,923.00</b>	<b>\$4,105.05</b>	<b>\$46,502.47</b>	<b>\$841,315.48</b>	<b>5.67</b>

### **III. Other Office Updates**

**Staff Meetings.** AERC held a staff meeting on January 26<sup>th</sup>, where we discussed outreach opportunities for February, IAOHRA Workshop proposals for the 2018 conference, staff recruitment, upcoming intake and vacation schedules, and 2018 case closure results for January and goals for February.

**AERC Staffing.** AERC currently has an opening for one full-time position, our Outreach and Intake Coordinator position. The position description was updated and approved by Classifications for this position on 2/8/18. The recruitment was posted on 2/16/18 and is open until March 4th.

### **IV. Outreach Report – January 2018**

#### **Staff Outreach:**

**ACPRTF Meeting:** On January 12<sup>th</sup>, AERC Investigator Belinda Davis staffed the ACPRTF regular meeting at the Fairview Recreation Center.

**AERC Regular Meeting:** On January 25<sup>th</sup>, AERC Executive Director Pamela Basler and AERC Investigator Stephanie Jedlicka attended the AERC Regular Meeting from 6 p.m. – 7:30 p.m. in the Assembly Members' Conference Room, City Hall. Agenda items included a presentation from APD on its CIT team, among other things.

**AERC Yearly Retreat:** On Saturday, January 27<sup>th</sup>, AERC Executive Director Pamela Basler and AERC Investigator Stephanie Jedlicka attended the AERC Yearly Retreat in the Mayor's Conference Room, City Hall. Agenda items included a presentation by the Municipal Clerk's Office on Vote by Mail and a presentation from the Mayor's Office.

**ACPRTF Meeting with Mayor:** On January 30<sup>th</sup>, AERC Investigator Belinda Davis met with the ACPRTF leadership and Mayor Berkowitz at 11 a.m. in the Mayor's Office.

**EEOC Webinar:** On January 31<sup>st</sup>, AERC Investigators Andrew Sundboom, Belinda Davis and Stephanie Jedlicka attended an EEOC Webinar on preventing future harassment in the AERC Conference Room from 10:30 a.m. – 11:30 a.m.

#### **Commissioner Outreach:**

**Unmasking Brain Injury:** Commissioner Hess attended and participated in "Unmasking Brain Injury: A Conversation" at the Alaska Humanities Forum on January 6<sup>th</sup> from 12 – 2 p.m. Community members came together, including persons who have experienced traumatic brain injuries and medical conditions, and discussed how persons with brain injuries are perceived and treated in our society.

**Vote by Mail:** Commissioner Hess attended a meeting of the MOA's Vote by Mail Education & Outreach Subcommittee on January 9<sup>th</sup> from 3 – 4 p.m. at the MOA Elections Center. Commissioner Hess and the committee discussed how to do outreach to individuals, organizations and groups in Anchorage to ensure that they are informed regarding the MOA's switch to vote by mail, and how the new process works.

**ADA Training:** Commissioner Hess attended Americans with Disabilities Act training for MOA supervisors on January 10<sup>th</sup> that was conducted by MOA ADA Coordinator, Jillanne Inglis. The training focused on the MOA's new process for receiving and processing ADA complaints.

**Vote by Mail:** Commissioner Hess attended a meeting of the Stakeholder's Group for the MOA's vote by mail initiative on January 11<sup>th</sup>. The group reviewed new outreach materials and a public service ad, which will be run on multiple television stations.

**AFACT: Traffic Issues in Russian Jack:** Commissioner Hess attended a public meeting at St. Anthony's, hosted by AFACT, regarding speeding and cut-through traffic in the Russian Jack neighborhood on January 11<sup>th</sup>. A representative of the MOA Traffic Department listened to testimony from the public, and responded to questions from the facilitators.

**Neighborhood Small Business Development Fair:** Commissioner Hess attended the Neighborhood Small Business Development Fair at the Northway Mall on Saturday, January 13<sup>th</sup>, from 2 - 4 p.m. The fair featured community booths, and multiple organizations that provide advice and assistance to persons interested in starting a business.

**2018 MLK Community Celebration:** Commissioner Hess attended the 2018 Martin Luther King, Jr. Community Wide Celebration on Sunday, January 14<sup>th</sup>. Commissioner Hess provided information regarding the MOA's switch to vote by mail, and registered voters (& helped them to update their information).

**Poor People's Campaign:** Commissioner Hess attended the Poor People's Campaign Informational Meeting & Community Meal at First Christian Church on Monday, January 15<sup>th</sup>, from 5:30 - 7:30 p.m. The Poor People's Campaign is a national movement to revive Dr. King's 1968 Poor People's Campaign, and is part of the Moral Mondays Movement, that originated in North Carolina. He provided information regarding the MOA's switch to vote by mail, and registered voters.

**Community Service Fair:** Commissioner Hess attended this service fair at the Downtown Transit Center on January 18<sup>th</sup>, which allowed multiple community service providers to outreach to persons at the Transit Center. It brought the providers to the public, rather than the public having to go to the providers. He arranged for vote by mail outreach at the event.

**Women's March 2.0:** Commissioner Hess attended the Anchorage Women's March 2.0, along with 4,000 other persons on January 20<sup>th</sup>. People came together to hear a call to action for women's rights, equity and inclusion and civic engagement.

**NAACP:** Commissioner Hess attended the January Membership meeting of NAACP Anchorage Unit 1000 on Monday, January 22<sup>nd</sup>, from 7 - 9 p.m. He discussed the MOA's switch to vote by mail with the membership.

**ASD School Board Communications Committee:** Commissioner Hess attended a meeting of the Anchorage School District's Communications Committee on January 23<sup>rd</sup> from 11 a.m. to 12 p.m. Commissioner Hess spoke against the committee's proposed use of the word "Assimilation" in an ASD draft resolution of support for the Welcoming Anchorage initiative. The committee, after hearing from several members of the public, vote to recommend to the ASD Board, that the word "Assimilation" be dropped from the resolutions.

**Project Homeless Connect:** Commissioner Hess supervised Check Out for Anchorage’s 2018 Project Homeless Connect, a one-stop community event to serve persons who are experiencing homelessness, or are at risk of becoming homeless. The group put a vote by mail brochure in each of the 700 food bags that were handed out and served nearly 750 persons at this year’s event.

**AERC Regular Meeting:** AERC Commissioners attended the regularly scheduled meeting of the Anchorage Equal Rights Commission on January 25<sup>th</sup> from 6 – 7 p.m.

**UAA Think Tank:** Commissioner Hess attended the latest UAA/CCEL Think Tank, “What does a solution to homelessness in Anchorage look like?” United Way of Anchorage presented to the attendees, who then broke into smaller groups to ponder the question. After the small group discussions, the groups reported out to the larger group.

**AERC Retreat:** AERC Commissioners attended the Anchorage Equal Rights Commission’s annual retreat at City Hall on January 27<sup>th</sup> in the Mayor’s Conference Room.

**Dr. Kim Patterson:** Commissioner Hess attended Dr. Kim Patterson’s presentation, “Becoming Visible: Social Justice by the Hands of Faith-Based and Grassroots Organizations” at UAA. Dr. Patterson founder of Connections Alaska, Inc., discussed how faith-based and grassroots organizations in Anchorage (& Alaska) can serve vulnerable populations, including those re-entering society from incarceration and those experiencing homelessness.



Photos were taken at the Women’s March in downtown Anchorage on January 20, 2018.

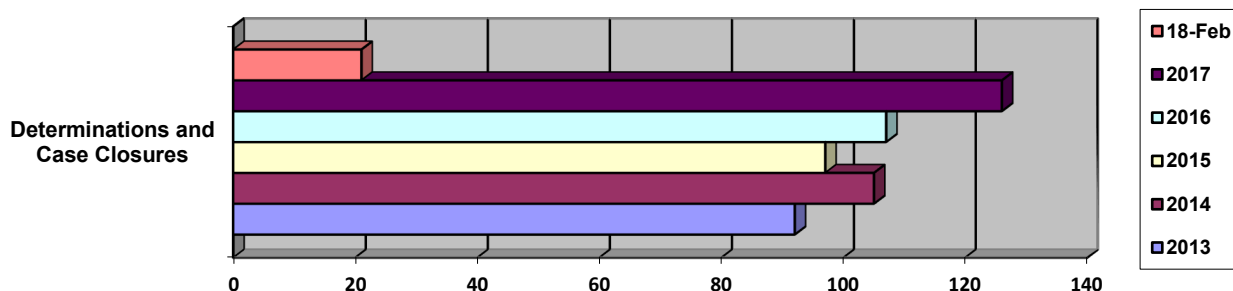
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** March 13, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director's Report as of February 28, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 21 cases from January to February 2018. 21/2= 10.5 per month (>2018 goal of 8 closures per month).

<b>DETERMINATIONS AND CASE CLOSURES</b>						
	2013	2014	2015	2016	2017	February 2018
Total Determinations and Case Closures	92	105	97	107	126	21



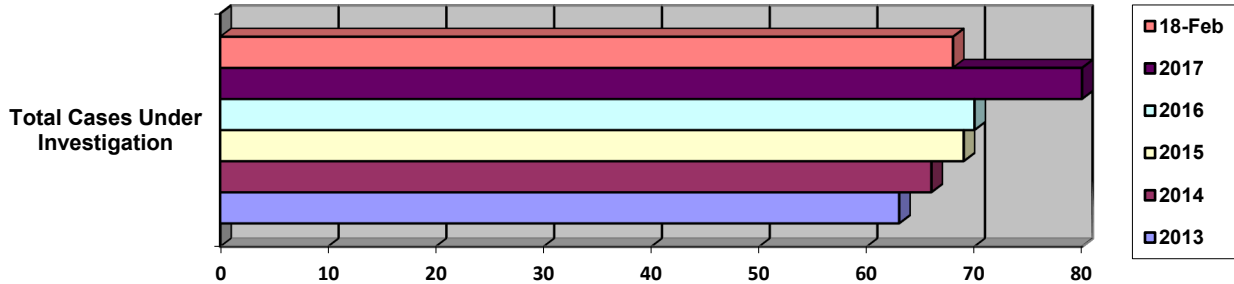
**EEOC Contract.** AERC has submitted contract documents for FFY 2018 to the EEOC for 97 case closures and will probably get the signed contract executed in the spring of 2018.

**Inquiries and New Complaints.** AERC staff fielded 61 inquiries and filed 8 new complaints from January to February 2018. 13.11% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

<b>INQUIRIES AND NEW COMPLAINTS</b>						
	2013	2014	2015	2016	2017	February 2018
INQUIRIES	441	406	431	442	523	61
NEW COMPLAINTS	96	107	99	111	134	8
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	13.11%

**Pending Cases.** As of February 28, 2018, we have 68 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	February 2018
Total Cases Under Investigation	63	66	69	70	80	68



**Cases Over 240 Days Old.** As of February 28, 2018, 14 cases are over 240 days old, which is 20.58% of the agency's caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total February 2018 percentage is more than the 18.42% of over 240 cases which existed on 2/28/17. There are six cases open over 400 days old, which is 8.82% of our caseload.

## II. Budget:

### AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$48,300.00	\$7,000.00	116.95
Labor	\$723,899.00	\$0.00	\$704,163.84	\$19,735.16	97.27
Non-Labor	\$42,596.00	\$500.00	\$36,806.84	\$5,289.16	87.58
ICG	\$178,091.00	\$0.00	\$169,008.80	\$9,082.20	94.90
Expense Accounts	\$944,586.00	\$500.00	\$909,979.48	\$34,106.52	96.39
<b>Balance</b>	<b>\$903,286.00</b>	<b>\$500.00</b>	<b>\$861,679.48</b>	<b>\$41,106.52</b>	<b>95.45</b>

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$728,443.00	\$0.00	\$95,737.10	\$632,705.90	13.14
Non-Labor	\$27,596.00	\$4,105.05	-\$142.77	\$23,633.72	14.36
ICG	\$188,165.00	\$0.00	133.30	\$188,031.70	0.07
Expense Accounts	\$944,204.00	\$4,105.05	\$95,727.63	\$844,371.32	10.57
<b>Balance</b>	<b>\$891,923.00</b>	<b>\$4,105.05</b>	<b>\$95,727.63</b>	<b>\$792,090.32</b>	<b>11.19</b>

### **III. Other Office Updates**

**Staff Meetings.** AERC held a staff meeting on February 8<sup>th</sup>, where we discussed outreach opportunities for February, IAOHRA Workshop proposals for the 2018 conference, staff recruitment, upcoming intake and vacation schedules, and 2018 case closure results for January and goals for February.

**AERC Staffing.** AERC currently has an opening for one full-time position, our Outreach and Intake Coordinator position. The recruitment has closed and we are currently interviewing for the position.

### **IV. Outreach Report – February 2018**

#### **Staff Outreach:**

**Active Shooter Training:** On February 5<sup>th</sup>, AERC Investigator Stephanie Jedlicka attended Active Shooter Training in the Mayor’s Conference Room.

**UAA Partnership Mixer:** On February 8<sup>th</sup>, AERC Executive Director Pamela Basler attended the UAA Partnership Mixer at the Anchorage Museum Atrium from 4 – 6 p.m.

**IAOHRA:** On February 9<sup>th</sup>, AERC Executive Director Pamela Basler attended the telephonic IAOHRA Board of Directors Meeting from 12 – 1 p.m.

**ACPRTF Meeting:** On February 9<sup>th</sup>, AERC Investigator Belinda Davis staffed the ACPRTF regular meeting at the Fairview Recreation Center.

**Active Shooter Training:** On February 12<sup>th</sup>, AERC Investigators Belinda Davis and Andrew Sundboom and Docket Clerk Natalie Day attended an Active Shooter training in the Mayor’s Conference Room.

**ADAAC Meeting:** On February 13<sup>th</sup>, AERC Executive Director Pamela Basler attended the Americans with Disabilities Act Commission Meeting at DHHS.

#### **Commissioner Outreach:**

**Stories Come to Life:** Commissioner Hess attended the event at the BP Energy Center on Saturday, February 3<sup>rd</sup>, from 9 a.m. - 2:30 p.m. Keys to Life hosted “Stories Come to Life” which featured cultural storytelling workshops, and a performance by a Grammy-nominated storyteller. Attendees gained new perspectives of their cultural heritages as well as a better understanding of the cultural heritages and experiences of other attendees.

**Let Your Memory Be Your Guide:** Commissioner Hess attended the event at the UAA Campus Bookstore on Monday, February 6<sup>th</sup>, from 5 - 7 p.m. In *Let Your Memory Be Your Guide*, author Yvette Johnson presented on her book, “*The Song and the Silence: A Story about Family, Race, and What Was Revealed in a Small Town in the Mississippi Delta While Searching for Booker Wright.*” In the 1966 NBC interview and documentary *Mississippi: A Self-Portrait*, Wright’s remark, “Have to keep that smile,” sent shock waves throughout America and what life was truly like for Black people of Greenwood, Mississippi.



**Welcoming Anchorage:** Commissioner Hess attended the event at the Mountain View Community Library on Tuesday, February 6<sup>th</sup>, from 11:30 a.m. – 1 p.m. Hess attended a meeting of the Welcoming Anchorage Civic Engagement Workgroup, where they continued to work on development of a “Welcome to Anchorage Guide.”

**UAA CCEL Advisory Council:** Commissioner Hess attended the event at the UAA/APU Consortium Library on Friday, February 9<sup>th</sup>, from 2:30 – 4 p.m. CCEL works to engage UAA students and community partners in collaborative community projects.

**“As One”:** Commissioner Hess attended the event at the Alaska Center for the Performing Arts on Friday, February 9<sup>th</sup>, from 7 - 10 p.m. Hess staffed a Welcoming Anchorage/AERC table before and after the performance.

**Identity Youth Retreat:** Commissioner Hess attended the event at the YWCA Conference Room on Saturday, February 10<sup>th</sup>, from 11:30 a.m. – 1 p.m. Hess was invited to have lunch with the LGBTQ youth attending Identity’s 2018 Winter Youth Retreat. Members of the community were invited to lunch with the youth and engage in conversation with them.

**NAACP:** Commissioner Hess attended the event at the YWCA Conference Room on Monday, February 19<sup>th</sup>, from 7 - 9 p.m. Hess attended the monthly membership meeting of NAACP Anchorage Unit 1000 and presented on the upcoming vote by mail election.

**Black History Month Program:** Commissioner Hess attended the event at the Shiloh Baptist Church on Friday, February 23<sup>rd</sup>, from 7 - 9:30 p.m. This year’s theme was “African-Americans in Times of War.”

**Bridge Builders Meet the World:** Commissioner Hess attended the event at the Egan Center on Saturday, February 24<sup>th</sup>, from 10 a.m. – 4 p.m. Hess staffed the AERC/Ombudsman/Welcoming Anchorage/Vote-By-Mail tables at the 2016 Bridge Builders Meet the World in Anchorage. A larger number of Anchorage’s diverse cultures shared their histories, cultures, traditions, songs and dances at this exciting event.

**Identity, Inc.:** Commissioner Hess attended the event at the Identity Conference Room on Tuesday, February 27<sup>th</sup>, from 5:30 – 7 p.m. Hess was reelected as Board Co-Chair.



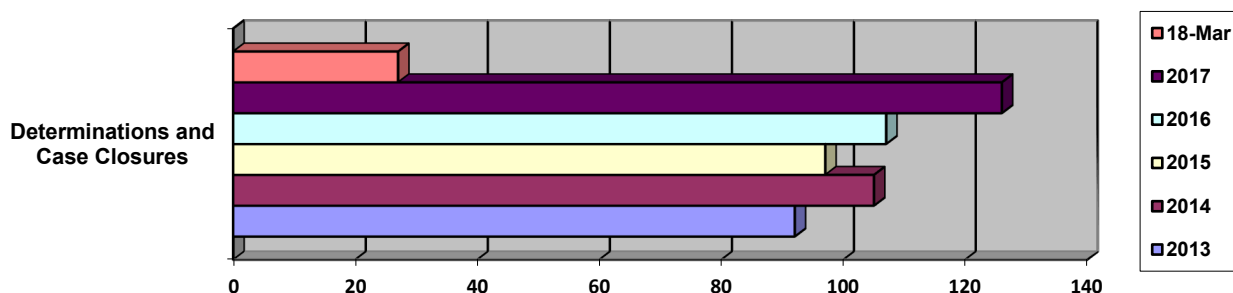
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** April 11, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director's Report as of March 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 27 cases from January to March 2018. 27/3= 9 per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	March 2018
Total Determinations and Case Closures	92	105	97	107	126	27



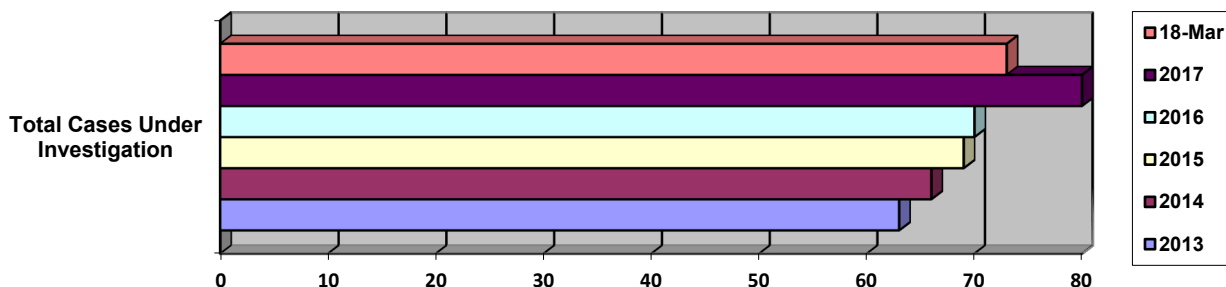
**EEOC Contract.** AERC has submitted contract documents for FFY 2018 to the EEOC for 97 case closures and will probably get the signed contract executed in the spring of 2018.

**Inquiries and New Complaints.** AERC staff fielded 92 inquiries and filed 19 new complaints from January to March 2018. 20.65% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	March 2018
INQUIRIES	441	406	431	442	523	92
NEW COMPLAINTS	96	107	99	111	134	19
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	20.65%

**Pending Cases.** As of March 31, 2018, we have 73 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	March 2018
Total Cases Under Investigation	63	66	69	70	80	73



**Cases Over 240 Days Old.** As of March 31, 2018, 19 cases are over 240 days old, which is 26.03% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total March 2018 percentage is more than the 16.9% of over 240 cases which existed on 3/31/17. There are seven cases open over 400 days old, which is 9.59% of our caseload.

**II. Budget:**

AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$67,500.00	\$26,200.00	163.44
Labor	\$723,899.00	\$0.00	\$704,163.84	\$19,735.16	97.27
Non-Labor	\$42,596.00	\$500.00	\$36,879.26	\$5,216.74	87.75
ICG	\$178,091.00	\$0.00	\$177,431.65	\$659.35	99.63
Expense Accounts	\$944,586.00	\$500.00	\$918,474.75	\$25,611.25	97.29
<b>Balance</b>	<b>\$903,286.00</b>	<b>\$500.00</b>	<b>\$850,974.75</b>	<b>\$51,811.25</b>	<b>94.26</b>

AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$728,443.00	\$0.00	\$144,791.70	\$583,651.30	19.88
Non-Labor	\$27,596.00	\$4,112.40	\$3,589.72	\$19,893.88	27.91
ICG	\$188,165.00	\$0.00	201.97	\$187,962.03	0.11
Expense Accounts	\$944,204.00	\$4,112.40	\$148,583.39	\$791,508.21	16.17
<b>Balance</b>	<b>\$891,923.00</b>	<b>\$4,112.40</b>	<b>\$148,583.39</b>	<b>\$739,227.21</b>	<b>17.12</b>

### **III. Other Office Updates**

**Staff Meetings.** AERC held staff meetings on March 2<sup>nd</sup> and 29<sup>th</sup>, where we discussed outreach opportunities for March and April, finalizing our 2017 Annual Report, a bring back from the IAOHRA meeting in D.C., staff recruitment, a Prop 1 update, upcoming EEOC and IAOHRA summer conferences and intake and vacation schedules, and 2018 case closure results for February and March and closure goals for April.

**AERC Staffing.** AERC has hired for its Outreach and Intake Coordinator investigator position. The selected candidate is in the process of moving up from the lower 48 and will begin work on April 23<sup>rd</sup>.

### **IV. Outreach Report – March 2018**

#### **Staff Outreach:**

**IAOHRA:** AERC Executive Director Pamela Basler attended the IAOHRA Board Meeting in Washington D.C. to develop a strategic plan for the organization from March 5 to 8, 2018.

**ACPRTF Meeting:** On March 9<sup>th</sup>, AERC Investigator Belinda Davis staffed the ACPRTF regular meeting at the Fairview Recreation Center.

**Rights and Responsibilities for a Discrimination-Free Workplace in Alaska:** Investigator Andrew Sundboom presented to approximately 20 rural Alaskans on March 15, 2018, who stated that their employment is being impacted by environmental health issues. The AERC co-presented at this event which was hosted by Rural Alaska Community Environmental Job Training Program (RACEJT).

**EEOC Training:** Everything You Need to Know about Big Data: On March 14<sup>th</sup>, AERC Executive Director Pamela Basler and Investigators Belinda Davis, Andrew Sundboom and Stephanie Jedlicka attended a webinar hosted by the EEOC on Big Data from 10 – 11 a.m. in the AERC Conference Room.

**ACPRTF Leadership Meeting:** On March 15<sup>th</sup>, AERC Executive Director Pamela Basler attended a meeting with the leadership of the ACPRTF.

**IAOHRA Planning Meeting:** AERC Executive Director Pamela Basler attended two telephonic IAOHRA Conference Planning Meetings on March 15<sup>th</sup> and 29<sup>th</sup>.

**AERC Regular Meeting:** On March 15<sup>th</sup>, AERC Executive Director Pamela Basler and Investigator Stephanie Jedlicka staffed the AERC regular meeting from 6 – 7 p.m. in the Mayor's Conference Room.

**What is the Anchorage Equal Rights Commission?:** Investigator Andrew Sundboom presented to approximately 15 individuals at the Arc of Anchorage on March 19, 2018, on what the AERC is and does and how it can help the Arc of Anchorage Advocates and clients.

**IAOHRA Subcommittee Meeting:** On March 27<sup>th</sup>, AERC Executive Director Pamela Basler telephonically attended an IAOHRA Subcommittee Meeting on International Guests for the 2018 Conference.

## **Commissioner Outreach:**

**How to Interact with Homeless Persons:** Commissioner Hess attended this event at Central Lutheran Church on Sunday, March 4<sup>th</sup>, from 10:45-11:45 a.m. AFACT (Anchorage Faith in Action Congregations Together) hosted a community forum on how to respectfully interact with homeless individuals and it featured a panel composed of staff from Bean's Café.

**Coordinated Human Services Transportation Plan Overview:** Commissioner Hess attended this event at MOA Permit Center on Monday, March 5<sup>th</sup>, from 1-2 p.m. Commissioner Hess attended an overview presentation of the update to the MOA's Coordinated Human Services Transportation Plan. The plan identifies the transportation needs of individuals with disabilities, seniors, and persons with low-incomes, and provides strategies for meeting those needs.

**BPAC Quarterly Meeting:** Commissioner Hess attended this event at RM 155 at City Hall on Tuesday, March 6<sup>th</sup>, from 6:30-8 p.m.

**UAA Think Tank:** Commissioner Hess attended this event at RM 307 in the Consortium Library on Thursday, March 8<sup>th</sup>, from 11:45 a.m.-12:45 p.m. The topic of the Think Tank was "Can we make public spaces in Anchorage safe and welcoming for everyone?" Students, the public, and service providers strategized around the topic, looking at possible action steps. The event focused on possible solutions, not the problems.

**Taking Our City Back – Block by Block:** Commissioner Hess attended this event at Wilda Marston Theatre on Tuesday, March 13<sup>th</sup>, from 6-7 p.m. The event featured a panel of community leaders, activists, and police officers, who focused on action steps to "take back" our city, block by block. The need for robust community partnerships was highlighted.

**Alaska PYLI Community Panel:** Commissioner Hess attended this event at Jack White Real Estate Conference Room on Thursday, March 15<sup>th</sup>. Commissioner Hess was invited to be part of a community panel for the 24<sup>th</sup> Alaska Points of Light Youth Leadership Institute. The PYLI develops young community leaders. Other panelists included Elvi Gray-Jackson, APD Deputy Chief Ken McCoy, and Rich Owens, owner of Jewel Lake Tastee Freeze.

**MOA Vote-By-Mail:** Commissioner Hess attended this event at MOA Election Center on Monday, March 19<sup>th</sup>, from 3-4 p.m. Commissioner Hess attended a meeting of the MOA Vote-by-Mail Education & Outreach Subcommittee.

**Choose Respect March:** Commissioner Hess attended this event at Delaney Park Strip/F Street on Thursday, March 22<sup>nd</sup>, from 11 a.m. - 12 p.m. Commissioner Hess participated in the Choose Respect March in Downtown Anchorage to bring awareness to domestic & dating violence and sexual assault.

**Ballot Box Bash:** Commissioner Hess attended this event at Fairview Recreation Center on Thursday, March 22<sup>nd</sup>, from 6-7 p.m. The event was to spread the message in Fairview that this year's MOA election is vote-by-mail.

**Leadership Anchorage 21:** Commissioner Hess attended this event at Church of Love on Saturday, March 24<sup>th</sup>, from 9:30-10:30 a.m. Assembly Member Christopher Constant and Commissioner Hess were part of a conversation around community engagement and leadership with LA Class 21.

**RAIS Partnership Meeting:** Commissioner Hess attended this event at BP Energy Center on Monday, March 26<sup>th</sup>, from 1-2 p.m.

**World Café:** Commissioner Hess attended this event at ACS Business Technology Center on Tuesday, March 27<sup>th</sup>, from 12-1:30 p.m. The event focused on what our community is doing well, what we are not doing well, and how we can improve in assisting children who have been traumatized.

**Identity, Inc.:** Commissioner Hess attended this event at Identity Conference Room on Tuesday, March 27<sup>th</sup>, from 5:30-7 p.m.



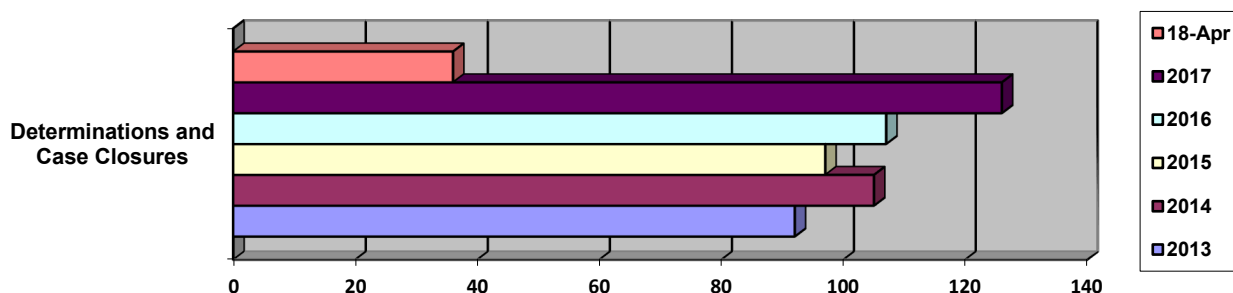
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** May 10, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director's Report as of April 30, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 36 cases from January to April 2018. 36/4= 9 per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	April 2018
Total Determinations and Case Closures	92	105	97	107	126	36



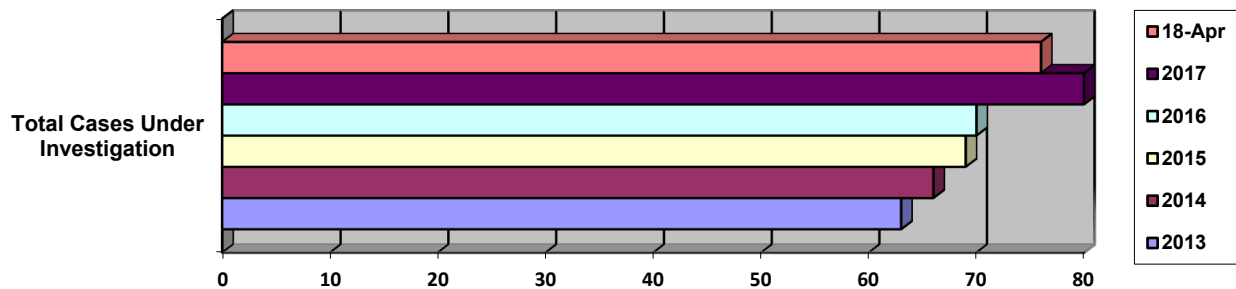
**EEOC Contract.** AERC has received notice from the EEOC that it will receive a contract for FFY 2018 for 94 case closures and it will be getting the contract documents in May or early June 2018.

**Inquiries and New Complaints.** AERC staff fielded 139 inquiries and filed 32 new complaints from January to April 2018. 23.02% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	April 2018
INQUIRIES	441	406	431	442	523	139
NEW COMPLAINTS	96	107	99	111	134	32
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	23.02%

**Pending Cases.** As of April 30, 2018, we have 76 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	April 2018
Total Cases Under Investigation	63	66	69	70	80	76



**Cases Over 240 Days Old.** As of April 30, 2018, 16 cases are over 240 days old, which is 21.05% of the agency's caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total April 2018 percentage is more than the 12.33% of over 240 cases which existed on 4/30/17. There are six cases open over 400 days old, which is 7.78% of our caseload.

## II. Budget:

### AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$67,500.00	\$26,200.00	163.44
Labor	\$723,899.00	\$0.00	\$704,163.84	\$19,735.16	97.27
Non-Labor	\$42,596.00	\$500.00	\$36,879.26	\$5,216.74	87.75
ICG	\$178,091.00	\$0.00	\$177,431.65	\$659.35	99.63
Expense Accounts	\$944,586.00	\$500.00	\$918,474.75	\$25,611.25	97.29
<b>Balance</b>	<b>\$903,286.00</b>	<b>\$500.00</b>	<b>\$850,974.75</b>	<b>\$51,811.25</b>	<b>94.26</b>

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$728,443.00	\$0.00	\$221,980.43	\$506,462.57	30.47
Non-Labor	\$27,596.00	\$4,312.40	\$5,429.14	\$17,854.46	35.30
ICG	\$188,165.00	\$0.00	\$324.29	\$187,840.71	0.17
Expense Accounts	\$944,204.00	\$4,312.40	\$227,733.86	\$659,876.74	24.58
<b>Balance</b>	<b>\$891,923.00</b>	<b>\$4,312.40</b>	<b>\$227,733.86</b>	<b>\$659,876.74</b>	<b>26.02</b>



### **III. Other Office Updates**

**Staff Meetings.** AERC held a staff meeting on April 17<sup>th</sup>, where we discussed outreach opportunities for April, onboarding our new Intake and Outreach Coordinator beginning 4/23/18, upcoming EEOC and IA OHRA summer conferences and intake and vacation schedules, and 2018 case closure results and closure goals for April.

**AERC Staffing.** Joshua Blalock, AERC's new Outreach and Intake Coordinator and investigator, began work on April 23<sup>rd</sup>. Please welcome him to the MOA and Alaska. He will be available to meet Commissioners at the May 17<sup>th</sup> regular commission meeting. We have one current staff opening and will be doing a recruitment for an Investigator position in early summer 2018.

### **IV. Outreach Report – April 2018**

#### **Staff Outreach:**

**Tour Vote by mail center:** On April 2<sup>nd</sup>, Executive Director Pamela Basler attended a tour of the Vote by mail Center from 4:00 p.m. – 5:00 p.m. at the Ship Creek Vote by Mail Election Center.

**EEOC Training:** On April 4<sup>th</sup>, Investigators Andrew Sundboom, Stephanie Jedlicka and Executive Director Pamela Basler attended an EEOC webinar on Staffing Agencies: Litigation, Outreach & Remedies from 10 – 11 a.m. in the AERC Conference Room

**ADAAC meeting:** On April 10<sup>th</sup>, Executive Director Pamela Basler attended an ADAAC meeting at DHHS 825 L Street 4<sup>th</sup> Floor Conference Room from 10:30 a.m. – 12:00 p.m.

**High Conflict Legal Disputes CLE:** On April 12<sup>th</sup>, Executive Director Pamela Basler attended the High Conflict Legal Disputes CLE at the Alaska Bar Association, 840 K Street, Suite 100, from 9:00 a.m. – 4:30 p.m.

**IAOHRA Meeting:** On April 13<sup>th</sup>, Executive Director Pamela Basler attended an IA OHRA meeting via Conference Call from 12:00 p.m. – 1:00 p.m.

**IAOHRA meeting:** On April 19<sup>th</sup>, Executive Director Pam Basler attended an IA OHRA 2018 Conference planning meeting Via Conference Call from 12:30 p.m. – 1:30 p.m.

**YWCA Dialogue:** On April 24<sup>th</sup>, Executive Director Pamela Basler and Intake and Outreach Coordinator Joshua Blalock attended “The Prison Industrial Complex in Alaska” from 7:00 p.m. - 9:30 p.m. at the Loussac Library.

**Tradition Tuesday:** On April 24<sup>th</sup>, Executive Director Pamela Basler and Intake and Outreach Coordinator Joshua Blalock attended the Japanese community of Alaska event from 6:00 p.m. - 7:00 p.m. at the Loussac Library.

**YWCA Dialogue:** On April 24<sup>th</sup>, Investigator Stephanie Jedlicka and Intake and Outreach Coordinator Joshua Blalock attended Micro-aggressions & Implicit Bias from 12p.m. – 1p.m. at the YWCA office in Anchorage, Alaska.

**MOA Financial Management boot camp:** On April 26<sup>th</sup>, Executive Director Pamela Basler attended the Municipality of Anchorage Financial Management boot camp at 632 West 6<sup>th</sup> Avenue, Suite 700, Anchorage, AK 99501 from 9:00 a.m. – 5:00 p.m.

**YWCA Dialogue:** On April 26<sup>th</sup>, Investigator Andrew Sundboom and Intake and Outreach Coordinator Joshua Blalock attended “Stereotype Threats” from 7:00p.m. - 8:30p.m. at the YWCA offices in Anchorage, Alaska, a Stand Against Racism event.

#### **Commissioner Outreach:**

**Pride Committee:** Commissioner Hess attended the 2018 Pride Committee, which was a group that plans Anchorage’s Pride Week and Pride Fest. This meeting is held at the Identity Conference Room, on Tuesday, April 3<sup>rd</sup>, 5:30- 7 pm.

**LGBTQ Advisory Group:** Commissioner Hess attended a meeting of the new LGBTQ Advisory Group that DHHS and the State of Alaska Department of Health & Social Services have put together to advise the group regarding respectful, culturally relevant outreach to the LGBTQ community regarding sexually transmitted diseases. This meeting was held at the Department of Health & Human Services, on Friday, April 6<sup>th</sup>, 1-2 pm.

**Free STD Testing Day:** Commissioner Hess assisted with facilitating a free HepC/HIV/STD testing Clinic, conducted by DHHS, DHSS and FOUR A’s. The clinic was very successful and will be held the first Saturday of each month, at Identity. This event was held at Identity, on Saturday, April 7<sup>th</sup>, from 12-4 pm.

**Victim’s Tree Ceremony:** Commissioner Hess was invited by Victims for Justice to participate in their annual Victim’s Tree Ceremony. Commissioner Hess placed the white hate crimes ribbon on the tree. This event was held at Hostetler Park, on Monday, April 9<sup>th</sup>, 12-1:30 pm.

**Government Hill Elementary School Multicultural Fair:** Commissioner Hess helped to staff a table at the GHES’s annual Multicultural Fair. The table distributed information about Welcoming Anchorage, the Anchorage Sister Cities Commission, the AERC, and the Ombudsman’s Office. This event was held at Government Hill Elementary School, on Saturday, April 14<sup>th</sup>, 12-4 pm.

**Pride Committee:** Commissioner Hess attended the 2018 Pride Committee, which is a group that plans Anchorage’s Pride Week and Pride Fest. This meeting was held at the Identity Conference Room, on Tuesday, April 17<sup>th</sup>, 5:30- 7 pm.

**Conversations w/ Community Leaders:** Commissioner Hess was asked to be part of a community leader’s panel focused on Municipality of Anchorage officials. This event was held at UAA, Professional Studies Building, on Thursday, April 13<sup>th</sup>, at 5:30-7 pm.

**Kid’s Day:** Commissioner Hess was invited to be a celebrity reader at the 2018 Anchorage Kid’s Day. This event was held at the Dena’ina Civic & convention Center, on Saturday, April 21<sup>st</sup>, 10-11 am.

**Evolution of Racism:** Commissioner Hess attended a community discussion around the evolution of racism, as part of the YWCA Alaska's 2018 Stand Against Racism. This event was held at YWCA Alaska, on Monday, April 23<sup>rd</sup>, 12-1 pm.

**Micro-aggression & Implicit Bias:** Commissioner Hess attended a community discussion around micro-aggression and implicit bias, as part of the YWCA Alaska's 2018 Stand Against Racism. This event was held at YWCA Alaska on Tuesday, April 24<sup>th</sup>, 12-1 pm.

**Clark Informers:** Commissioner Hess arranged for the Clark Middle School Informers to open the Assembly Meeting by leading the Pledge of Allegiance. This event was attended at the Anchorage Assembly Chambers, on Tuesday, April 24<sup>th</sup>, 5-5:15 pm.

**Identity Board Meeting:** Commissioner Hess attended the monthly board meeting of Identity, Inc. Alaska's oldest LGBT education and advocacy organization (1977). This event was held at the Identity Conference Room, on Tuesday, April 24<sup>th</sup>, 5:30- 7 pm.

**RAIS Mexican Pop-Up Dinner:** Commissioner Hess attended a Mexican Pop-Up Dinner prepared and served by clients of Catholic Social Services' Refugee Assistance & Immigration Services program. All of the proceeds from the dinner went to those who prepared and served the meal. This event was held at Our Lady of Guadalupe, on Thursday, April 26<sup>th</sup>, 6-7:30 pm.

**UAA CCEL Community Engagement Forum:** Commissioner Hess attend the annual community Engagement Forum hosted by UAA's Center for Community Engagement & Learning. During the forum community engaged grants for the coming year are announced, and community-engaged students present posters that tell about their projects for the previous year. This forum was held at UAA/APU Consortium Library, on Friday, April 27<sup>th</sup>, 2-4 pm.

**Leadership Anchorage 21:** Commissioner Hess was invited to sit in and offer feedback to members of the Leadership Anchorage 21 project teams regarding their projects. This meeting was held at The Boardroom, on Saturday, April 28<sup>th</sup>, 2:30-4 pm.



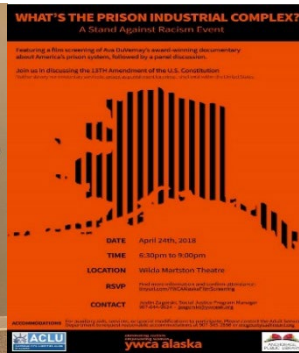
Stand Against Racism Event



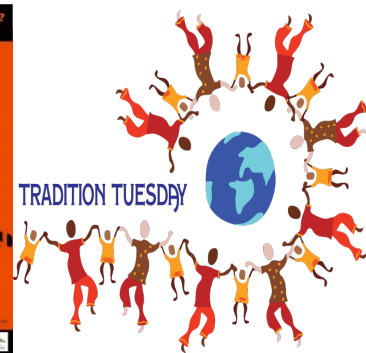
Victim's Tree Ceremony



**Stand Against Racism Event**



**Stand against Racism**



**Tradition Tuesday**

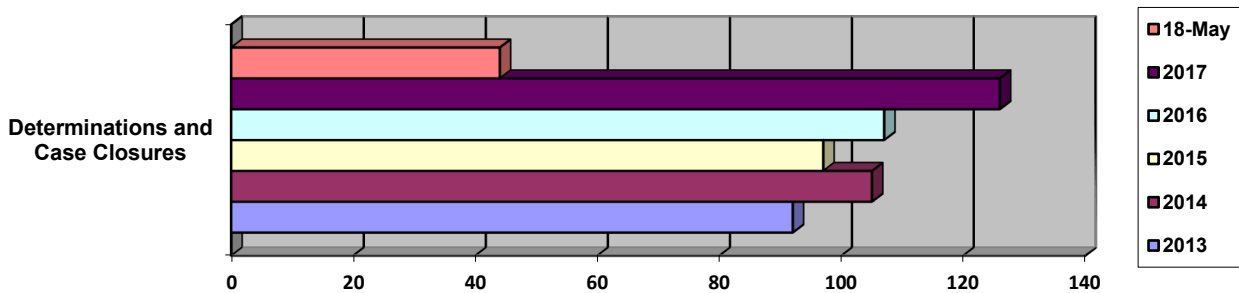
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** June 6, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of May 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 44 cases from January to May 2018.  $44/5 = 8.8$  per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	May 2018
Total Determinations and Case Closures	92	105	97	107	126	44



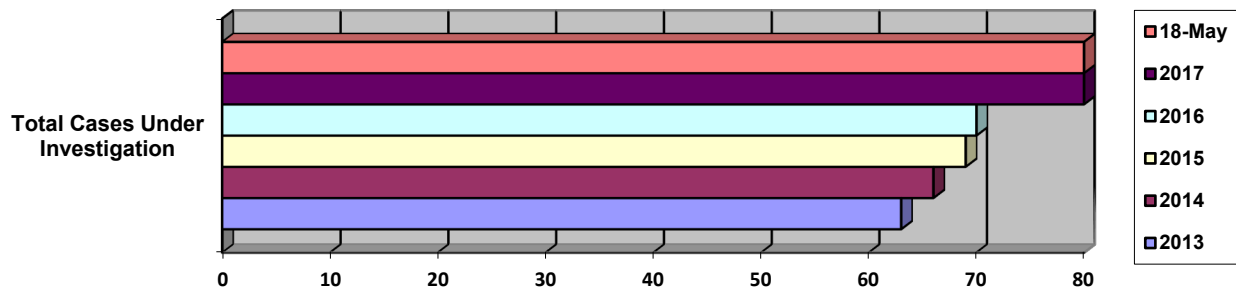
**EEOC Contract.** AERC has received notice from the EEOC that it will receive a contract for FFY 2018 for 94 case closures and it will be getting the contract documents in May or early June 2018.

**Inquiries and New Complaints.** AERC staff fielded 184 inquiries and filed 44 new complaints from January to May 2018. 23.91% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	May 2018
INQUIRIES	441	406	431	442	523	184
NEW COMPLAINTS	96	107	99	111	134	44
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	23.91%

**Pending Cases.** As of May 31, 2018, we have 80 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	May 2018
Total Cases Under Investigation	63	66	69	70	80	80



**Cases Over 240 Days Old.** As of May 31, 2018, 21 cases are over 240 days old, which is 26.25% of the agency's caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total May 2018 percentage is more than the 18.18% of over 240 cases which existed on 5/31/17. There are five cases open over 400 days old, which is 6.25% of our caseload.

## II. Budget:

### AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$67,500.00	\$26,200.00	163.44
Labor	\$738,899.00	\$0.00	\$704,163.84	\$19,735.16	97.27
Non-Labor	\$27,596.00	\$500.00	\$36,879.26	\$5,216.74	87.75
ICG	\$178,091.00	\$0.00	\$176,179.00	\$1,912.00	98.93
Expense Accounts	\$944,586.00	\$500.00	\$917,222.10	\$26,863.90	97.16
<b>Balance</b>	<b>\$903,286.00</b>	<b>\$500.00</b>	<b>\$849,722.10</b>	<b>\$53,063.90</b>	<b>94.13</b>

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$728,448.00	\$0.00	\$266,988.87	\$461,459.13	36.65
Non-Labor	\$27,596.00	\$4,312.40	\$5,806.69	\$17,476.91	36.67
ICG	\$195,906.00	\$0.00	\$396.09	\$195,519.91	0.20
Expense Accounts	\$951,950.00	\$4,312.40	\$273,181.65	\$674,455.95	29.15
<b>Balance</b>	<b>\$899,669.00</b>	<b>\$4,312.40</b>	<b>\$273,181.65</b>	<b>\$622,174.95</b>	<b>30.84</b>

### **III. Other Office Updates**

**Staff Meetings.** AERC held staff meetings on May 4<sup>th</sup> and 24<sup>th</sup>, where we discussed outreach opportunities for May and June, staff training, office improvements, our EEOC contract, upcoming EEOC and IA OHRA summer conferences in Texas and Ohio, intake and vacation schedules, and 2018 case closure results for April and closure goals for May.

**AERC Staffing.** Congratulations to Stephanie Jedlicka for receiving her 5-year pin for 5 years of service to the MOA, all here at AERC! Please thank Stephanie for her many contributions to AERC. Additionally, we have one current staff opening and will be doing a recruitment for an investigator position in summer 2018.

### **IV. Outreach Report – May 2018**

#### **Staff Outreach:**

**IA OHRA Meeting:** On May 3<sup>rd</sup>, 17<sup>th</sup>, and 31<sup>st</sup>, Executive Director Pamela Basler attended an IA OHRA planning meeting via Conference Call from 12:30 p.m. – 1:30 p.m.

**Central Middle School Pop-Up Concert:** On May 4<sup>th</sup>, Executive Director Pamela Basler attended the Taiko Drumming Team and Jazz Band event from 11:30 a.m. – 12:15 p.m. at Town Square Park.

**Dynamic Korea:** On May 6<sup>th</sup>, Executive Director Pamela Basler attended the Dynamic Korea in Alaska event from 7:00 p.m. – 9:00 p.m. at the Alaska Center for Performing Arts.

**Día del Sol:** On May 6<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Día del Sol Celebration event from 2:00 p.m. – 4:00 p.m. at the Anchorage Museum.

**ADAAC Meeting:** On May 8<sup>th</sup>, Executive Director Pamela Basler attended an ADAAC meeting at DHHS, 825 L Street 4<sup>th</sup> Floor Conference Room from 10:30 a.m. – 12:00 p.m.

**ABA Annual Convention:** On May 9<sup>th</sup>, Executive Director Pamela Basler attended the Alaska Bar Association's Annual Convention at the Dena'ina Civic and Convention Center from 7:30 a.m. – 5:00 p.m.

**ACPRTF Meeting:** On May 11<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock and Senior Office Associate Natalie Day attended the Anchorage Community Police Relations Task Force meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center.

**AERC Meeting:** On May 17<sup>th</sup>, Executive Director Pamela Basler, Investigator Stephanie Jedlicka, and Intake/Outreach Coordinator Joshua Blalock attended the AERC Commission meeting from 6:00 p.m. - 7:00 p.m. at the Mayor's Conference Room.

**Anchorage Women's Commission Meeting:** On May 10<sup>th</sup>, Executive Director Pamela Basler presented on AERC at the Anchorage Women's Commission Meeting from 5:00 p.m. - 6:30 p.m. at the Department of Health & Human Services, 4<sup>th</sup> floor conference room.

**Tradition Tuesday:** On May 22<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Cameroonian Community event, which featured cultural information, dancing and food, from 6:00 p.m. - 7:00 p.m. at the Loussac Library.

**IAOHRA Meeting:** On May 22<sup>nd</sup>, Executive Director Pamela Basler participated in the International Committee Meeting of the IAOHRA board via Conference Call from 12:30 p.m. – 1:30 p.m.

**ACPRTF Presentation:** On May 29<sup>th</sup>, Executive Director Pamela Basler and Investigator Stephanie Jedlicka presented at the Anchorage Community Police Relations Task Force presentation to the Anchorage Police Academy from 4:00 p.m. – 5:00 p.m. at the APD Police Training Center.

### **Commissioner Outreach:**

**Pride Committee:** Commissioner Hess attended a meeting of the 2018 Pride Committee, which is a group that plans Anchorage’s Pride Week and Pride Fest. This meeting was held at the Identity Conference Room, Tuesday, May 1<sup>st</sup>, 5:30- 6:30 pm.

**Central Middle School Pop-Up Concert:** Commissioner Hess attended the Pop-Up Concert by Central Middle School’s Taiko Drumming Team and Jazz Band. This event was held at Town Square Park, Friday, May 4<sup>th</sup>, 12:30.-1:30 pm.

**Drag Queen Storytime:** Commissioner Hess attended the first ever Drag Queen Storytime. This event was held at the Loussac Library, on Saturday, May 5<sup>th</sup>, from 4-5 pm.

**Welcoming German Delegation:** Commissioner Hess was invited to officially welcome a delegation from Germany, on behalf of Welcoming Anchorage and the Municipality of Anchorage. This group represented several welcoming communities in Germany. This meeting was held in the Mayor’s Conference Room, Monday, May 7<sup>th</sup>, 9-10 am.

**Pride Committee:** Commissioner Hess attended a meeting of the 2018 Pride Committee, which is a group that plans Anchorage’s Pride Week and Pride Fest. This meeting was held at the Identity Conference Room, Tuesday, May 8<sup>th</sup>, 5:30- 6:30 pm.

**Anchorage Women’s Commission Meeting:** On May 10<sup>th</sup>, Commissioner McDermid presented on the AERC Commissioner role to the Anchorage Women’s Commission at their meeting from 5:00 p.m. - 6:30 p.m. at Department of Health & Human Services, 4<sup>th</sup> floor conference room.

**Pride Committee:** Commissioner Hess attended a meeting of the 2018 Pride Committee, which is a group that plans Anchorage’s Pride Week and Pride Fest. This meeting was held at the Identity Conference Room, Tuesday, May 15<sup>th</sup>, 5:30- 6:30 pm.

**KSKA 91.1 FM Guest:** On May 15<sup>th</sup>, Commissioner McDermid was invited to be a guest on KSKA 91.1 FM Talk of Alaska discussing “Legal Immigration.” This discussion was broadcast at 10:00 a.m. – 11:00 a.m. as well as rebroadcast from 8:00 p.m. – 9:00 p.m.

**Resilient Communities Workshop:** Commissioner Hess attended a resilient communities’ workshop at UAA, hosted by UAA’s Center for Community Engagement and Learning. The



group the Commissioner Hess participated in focused on how we can work to ensure that Anchorage's public spaces are open and welcoming to everyone. This event was held at UAA, Cuddy Hall, on Wednesday, May 16<sup>th</sup>, at 9 am- 4 pm.

**AERC Meeting:** Six Commissioners attended the AERC Commission meeting. This meeting was held in the Mayor's Conference Room, on Thursday, May 17<sup>th</sup>, from 6- 7 pm.

**The Future of Anchorage-What Does It Look Like:** Commissioner Hess attended a community discussion, hosted by UAA's Dialogues for Public Life, around the topic of what the future of Anchorage looks like, in relation to public safety, business development, education, housing, and other areas. This event was held at ACS Business Technology Center, Tuesday, May 22<sup>nd</sup>, 11:30 am-1:30 pm.

**Pride Committee:** Commissioner Hess attended the 2018 Pride Committee, which is a group that plans Anchorage's Pride Week and Pride Fest. This meeting is held at the Identity Conference Room, Wednesday, May 23<sup>rd</sup>, 5:30- 6:30 pm.

**Presentation of 2018 Assembly PrideFest Resolution:** Commissioner Hess attended a presentation of the Assembly's 2018 Anchorage PrideFest Resolution. This meeting was held at the Loussac Library, Tuesday, May 22<sup>nd</sup>, 5:00- 5:30 pm

**Identity Board Meeting:** Commissioner Hess attended the monthly board meeting of Identity, Inc. Alaska's oldest LGBT education and advocacy organization (1977). This meeting was held at the Loussac Library, Tuesday, May 22<sup>nd</sup>, 5:30- 7 pm.



**Tradition Tuesday Cameroonian Event**



**DIA DEL SOL Event at the Anchorage Museum**

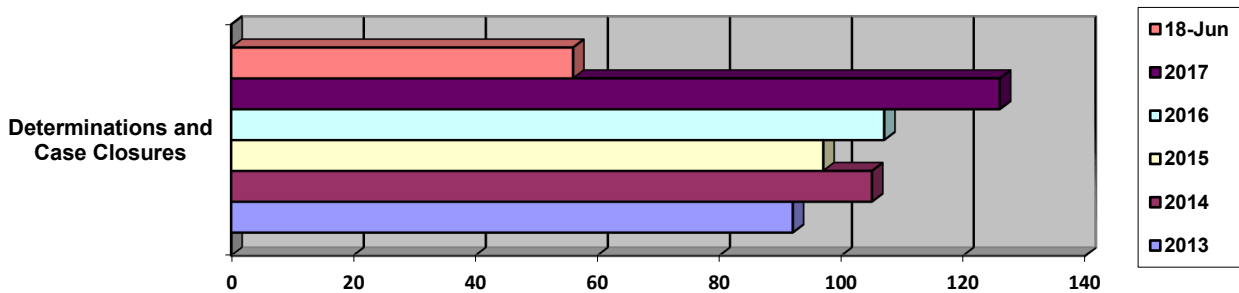
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** July 12, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of June 30, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 56 cases from January to June 2018.  $56/6 = 9.3$  per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	June 2018
Total Determinations and Case Closures	92	105	97	107	126	56



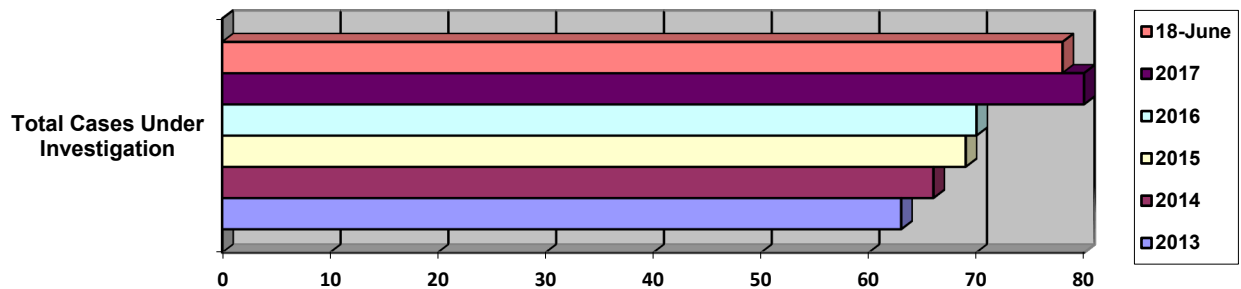
**EEOC Contract.** AERC received and executed its EEOC contract for FFY 2018 for 94 case closures and has vouchered out for the 78 cases completed and approved under the contract to date. The contract runs from 10/1/17 to 9/30/18.

**Inquiries and New Complaints.** AERC staff fielded 235 inquiries and filed 55 new complaints from January to June 2018. 23.4% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	June 2018
INQUIRIES	441	406	431	442	523	235
NEW COMPLAINTS	96	107	99	111	134	55
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	23.4%

**Pending Cases.** As of June 30, 2018, we have 78 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	June 2018
Total Cases Under Investigation	63	66	69	70	80	78



**Cases Over 240 Days Old.** As of June 30, 2018, 24 cases are over 240 days old, which is 30.77% of the agency's caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total June 2018 percentage is more than the 15.19% of over 240 cases which existed on 6/30/17. There are four cases open over 400 days old, which is 5.13% of our caseload.

## II. Budget:

### AERC 2017 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$41,300.00	\$0.00	-\$67,500.00	\$26,200.00	163.44
Labor	\$723,898.00	\$0.00	\$704,163.84	\$19,735.16	97.27
Non-Labor	\$42,596.00	\$500.00	\$36,879.26	\$5,216.74	87.75
ICG	\$178,091.00	\$0.00	\$176,179.00	\$1,912.00	98.93
Expense Accounts	\$944,586.00	\$500.00	\$917,222.10	\$26,862.90	97.16
<b>Balance</b>	<b>\$903,286.00</b>	<b>\$500.00</b>	<b>\$849,722.10</b>	<b>\$53,062.90</b>	<b>94.13</b>

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$692,975.50	\$1,008.83	\$327,821.63	\$364,145.04	47.45
Non-Labor	\$63,068.50	\$6,749.39	\$6,079.53	\$50,239.58	20.34
ICG	\$195,906.00	\$0.00	\$474.74	\$195,431.26	0.24
Expense Accounts	\$951,950.00	\$7,758.22	\$334,375.90	\$609,815.88	35.94
<b>Balance</b>	<b>\$899,669.00</b>	<b>\$7,758.22</b>	<b>\$334,375.90</b>	<b>\$557,534.88</b>	<b>38.03</b>

### **III. Other Office Updates**

**Staff Meetings.** AERC held a staff meeting on June 29<sup>th</sup>, where we discussed outreach opportunities for July, tabling at the July 21<sup>st</sup> Disability Pride Celebration at South Anchorage Sports Park, staff training, office and equipment improvements, our FFY 2018 EEOC contract, the upcoming IAOHRA conference in Ohio in August, intake and vacation schedules, and 2018 case closure results for June and Over 240 closure goals for July.

**AERC Staffing.** We have one current staff opening and will be doing a recruitment for an investigator position in Summer 2018. The updated Position Description has been up in ER for review and approval since May 8, 2018, and we are hopeful that it will get completed by ER soon so that we can run our recruitment in a timely manner.

**Equipment and Office Project.** We will begin work on our office improvement project this month. Two aged-out laptops will be replaced this year.

### **IV. Outreach Report – June 2018**

#### **Staff Outreach:**

**ACPRTF Meeting:** On June 8<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center.

**IT Coordinator Meeting:** On June 13<sup>th</sup>, Investigator Stephanie Jedlicka attended the IT Coordinator Meeting from 8:15 a.m. – 9:30 a.m. at the Mayor’s Conference Room.

**Pride Festival:** On June 16<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended and tabled at the Pride Festival Event from 12:00 p.m. - 2:00 p.m. at the Delaney Park Strip.

**Fair Housing Training:** On June 13<sup>th</sup>, Investigator Andrew Sundboom attended a Fair Housing Accessibility First Policy Training from 8:00 a.m. – 4:00 p.m. at AHFC.

#### **Commissioner Outreach:**

**Pride Committee:** Commissioner Hess attended a meeting of the 2018 Pride Committee, which is a group that plans Anchorage’s Pride Week and Pride Fest. This meeting was held at the Identity Conference Room on Tuesday, June 5<sup>th</sup>, from 5:30- 6:30 pm.

**Pride Guide Release Party:** Commissioner Hess attended the release party for the Anchorage Press’s 2018 Anchorage Pride Guide. This meeting was held at Mad Myrna’s on Wednesday, June 6<sup>th</sup>, from 5:30- 6:30 pm.

**STD Testing:** Commissioner Hess assisted the Municipality of Anchorage Department of Health & Human Services, State of Alaska Department of Health & Social Services, and Alaskan Aids Assistance Association with free and confidential STD testing. This service was provided at the Identity Office on Saturday, June 9<sup>th</sup>, from 3:00- 6:30 p.m.

**Drag Queen Brunch:** Commissioner Hess attended a Pride Week Drag Queen Brunch. This meeting was held at Mad Myrna's on Sunday, June 10<sup>th</sup>, from 12:00- 2:00 pm.

**Youth Arts Showcase:** Commissioner Hess attended an LGBT Youth Arts Showcase, which was part of Pride Week. The event featured song, dance and spoken-word performances. This event was held at Out North on Sunday, June 10<sup>th</sup>, from 7:00.-9:00 p.m.

**Rainbow Run:** Commissioner Hess attended the 4<sup>th</sup> Rainbow Run, as part of Pride Week. Over 500 runners participated. This event was held at Ship Creek on Tuesday, June 12<sup>th</sup>, from 6:00-7:00 pm.

**Fair Housing Training:** Commissioner Hess attended a Fair Housing Accessibility First Policy Training, presented by the Alaska Housing Finance Corporation. This meeting was held at AHFC on Wednesday, June 13<sup>th</sup>, from 8:00 a.m. – 4:00 p.m.

**Transcending Tales:** Commissioner Hess attended “Transcending Tale”, a Pride Week event, where several members of the Transgender community spoke of their experiences. This event was held at Out North on Wednesday, June 13<sup>th</sup>, from 6:00 p.m. – 8:00 p.m.

**Drag Queen Bingo:** Commissioner Hess attended Drag Queen Bingo, a Pride Week event, where those who got a “bingo” were dressed up as drag queens. This event was held at Williwaw on Thursday, June 14<sup>th</sup>, from 7:00 p.m. - 8:30 p.m.

**2018 Anchorage Equality Parade:** Commissioner Hess attended and marched in the 2018 Pride Parade. This event was held in Downtown Anchorage on Saturday, June 16<sup>th</sup>, from 11:00 a.m. - 12:00 pm.

**2018 Pride Fest:** 3 Commissioners helped staff this year's AERC/Ombudsman/ Welcoming Anchorage booth at Pride Fest 2018. This event was held at the Delaney Park Strip on Saturday, June 16th, from 12:00 p.m. - 5:00 pm

**Juneteenth:** Commissioner Hess attended the 2018 Anchorage Community-Wide Juneteenth Celebration in Mountain View. This event was held at William Lyons Park on Saturday, June 23<sup>rd</sup>, from 12:00 p.m. – 2:00 p.m.

**World Refugee Day:** Commissioner Hess attended the 2018 World Refugee Day Celebration in Mountain View. This celebration was held at the Mountain View Farmer's Market on Saturday, June 23<sup>rd</sup>, from 12:00 p.m. – 2:00 p.m.

**Town Square Park Planning Meeting:** Commissioner Hess attended the 7<sup>th</sup> meeting of the Citizen's Advisory Group and Tactical Advisory Group for the Town Square Park Master Plan. Commissioner Hess was successful in having “homelessness” removed as one of the reasons the park plan needs updated. This meeting was held in the Mayor's Conference Room on Wednesday, June 27<sup>th</sup>, from 5:30 p.m. - 7:30 p.m.

**Families Belong Together Rally:** Commissioner Hess attended a rally protesting family separations at the Mexico-America border, by the U.S. government. This rally was held at the Delaney Park Strip on Saturday, June 30<sup>th</sup>, from 10:30 a.m. – 12:00 p.m.



**PrideFest 2018**



**PrideFest 2018**

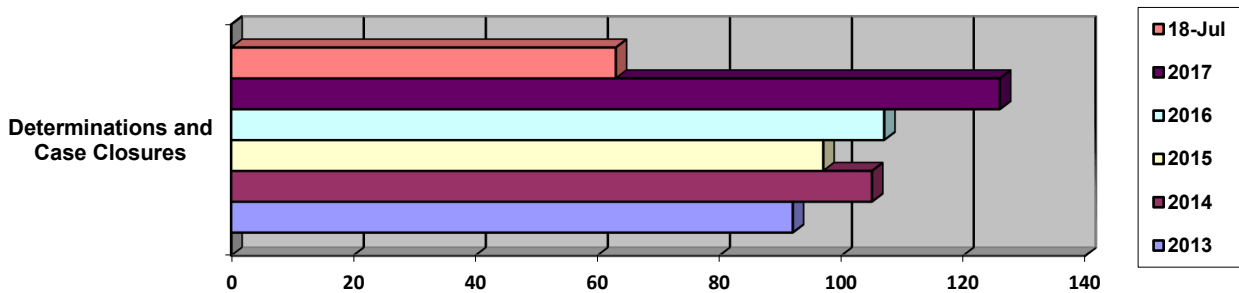
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** August 13, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of July 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 63 cases from January to July 2018. 63/7= 9 per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	July 2018
Total Determinations and Case Closures	92	105	97	107	126	63



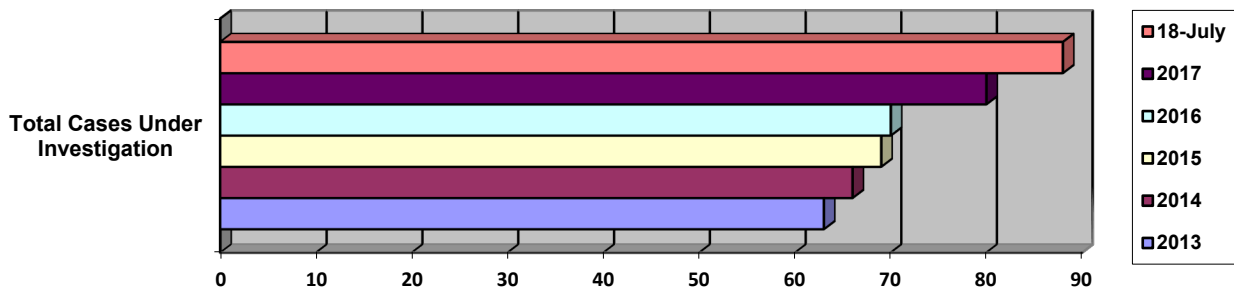
**EEOC Contract.** AERC received and executed its EEOC contract for FFY 2018 for 94 case closures and has vouchered out for the 78 cases completed and approved under the contract to date. The contract runs from 10/1/17 to 9/30/18.

**Inquiries and New Complaints.** AERC staff fielded 282 inquiries and filed 72 new complaints from January to July 2018. 25.53% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	July 2018
INQUIRIES	441	406	431	442	523	282
NEW COMPLAINTS	96	107	99	111	134	72
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.53%

**Pending Cases.** As of July 31, 2018, we have 88 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	July 2018
Total Cases Under Investigation	63	66	69	70	80	88



**Cases Over 240 Days Old.** As of July 31, 2018, 25 cases are over 240 days old, which is 28.4% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total July 2018 percentage is more than the 21.52% of over 240 cases which existed on 7/31/17. There are 5 cases open over 400 days old, which is 5.68% of our caseload.

**II. Budget:**

AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$692,975.50	\$0.00	\$374,084.03	\$318,891.47	53.98
Non-Labor	\$63,068.50	\$4,212.40	\$10,515.34	\$48,340.76	23.35
ICG	\$195,906.00	\$0.00	\$536.99	\$195,369.01	0.27
Expense Accounts	\$951,950.00	\$4,212.40	\$385,136.36	\$562,601.24	40.90
Balance	<b>\$899,669.00</b>	<b>\$4,212.40</b>	<b>\$385,136.36</b>	<b>\$510,320.24</b>	<b>43.28</b>

**III. Other Office Updates**

**Staff Meetings.** AERC held staff meetings on July 13<sup>th</sup> and 31<sup>st</sup>, where we discussed outreach opportunities for July and August, tabling at the July 21<sup>st</sup> Disability Pride Celebration at South Anchorage Sports Park, co-sponsoring an outreach radio campaign with the EEOC and a public forum with the MOA Women’s Commission, staff training, office and equipment improvements, the upcoming IAOHRA conference in Ohio in August, intake and vacation schedules, and 2018 case closure results for July and Over 240 closure goals for August.

**AERC Staffing.** We have one current staff opening and are running a recruitment as of July 31<sup>st</sup> for an Investigator II position. We hope to get a good applicant pool and to fill the position in September.



**Equipment and Office Project.** Barring ordered materials not showing up on time, the actual installation of our office improvement project items will begin in late August. Staff will be parsing office materials and organizing their spaces. The two new laptops have arrived and are in use.

#### **IV. Outreach Report – July 2018**

##### **Staff Outreach:**

**ADAAC Meeting:** On July 10<sup>th</sup>, Executive Director Pamela Basler attended an ADAAC meeting at DHHS, 825 L Street 4<sup>th</sup> Floor Conference Room from 10:30 a.m. – 12:00 p.m.

**ACPRTF Meeting:** On July 13<sup>th</sup>, Intake and Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center.

**Welcoming Week Planning Meeting:** On July 16<sup>th</sup>, Executive Director Pamela Basler and Intake and Outreach Coordinator Joshua Blalock attended the Community Partners Planning Meeting for Anchorage’s 2018 Welcoming Week at the Assembly Conference Room, from 12:00 p.m. – 1:30 p.m.

**MOA Civility Training:** On July 18<sup>th</sup>, Executive Director Pamela Basler attended the Municipality of Anchorage’s Civility Training class at the Mayor’s Conference Room, from 1:00 p.m. – 2:00 p.m.

**AERC Meeting:** On July 19<sup>th</sup>, Executive Director Pamela Basler and Investigator Stephanie Jedlicka attended the AERC Commission Meeting from 6:00 p.m. - 7:00 p.m. at the Mayor’s Conference Room regarding co-sponsoring a #Me Too forum with the Anchorage Women’s Commission.

**IAOHRA Meeting:** On July 19<sup>th</sup>, Executive Director Pamela Basler attended an IAOHRA National Conference Planning Meeting via Conference Call from 12:30 p.m. – 1:30 p.m.

**Disability Pride Celebration:** On July 21<sup>st</sup>, Intake and Outreach Coordinator Joshua Blalock tabled at the Disability Pride Celebration event at the South Anchorage Sports Park, from 10:30 a.m. – 2:30 p.m.

**IAOHRA Meeting:** On July 24<sup>nd</sup>, Executive Director Pamela Basler participated in the International Committee Meeting of the IAOHRA board via Conference Call from 12:30 p.m. – 1:30 p.m.

**Welcoming Week Planning Meeting:** On July 30<sup>th</sup>, Intake and Outreach Coordinator Joshua Blalock attended the Community Partners Planning Meeting for Anchorage’s 2018 Welcoming Week at the Assembly Conference Room, from 12:00 p.m. – 1:30 p.m.

##### **Commissioner Outreach:**

**4<sup>th</sup> of July Parade:** Commissioner Hess marched in the Anchorage 4<sup>th</sup> of July Parade with Welcoming Anchorage and Bridge Builders of Anchorage, in Downtown Anchorage on Wednesday, July 4<sup>th</sup>, from 11:00 a.m. - 12:00 p.m.

**Pride Committee Celebration:** Commissioner Hess attended the Celebration Dinner for Anchorage’s 2018 Pride Committee. Commissioner Hess was asked to thank the committee for their efforts in planning and facilitating this celebration of the diversity and inclusion of Anchorage. This meeting was held at Paris Café on Thursday, July 12th, from 6:00 p.m. – 7:00 p.m.

**ACPRTF Meeting:** Commissioner Greene attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center.

**Welcoming Week Meeting:** Commissioner Hess facilitated a Community Partners Planning meeting for Anchorage’s 2018 Welcoming Week (September 14<sup>th</sup>- 23<sup>rd</sup>). This meeting was held in the Assembly Conference Room on Saturday, July 16<sup>th</sup>, from 12:00 p.m. - 1:30 p.m.

**AERC Meeting:** Five Commissioners attended the regular AERC Commission meeting. This meeting was in the Mayor’s Conference Room, Thursday, July 19<sup>th</sup>, 6- 7 pm.

**Homicide Victim’s Ceremony:** Commissioner Hess assisted in reading names at the annual Homicide Victim’s Remembrance Ceremony. This ceremony was held at the Victim’s Memorial on Saturday, July 21<sup>st</sup>, from 12:00 p.m. - 2:00 pm.

**Identity Board Meeting:** Commissioner Hess attended the monthly Board Meeting of Identity, Inc. This meeting was held at Identity’s Conference Room, Tuesday, July 24<sup>th</sup>, from 5:30 p.m. - 7:00 pm.

**Traffic Calming Open House:** Commissioner Hess attended a public Open House for the South Mountain View and Williwaw Traffic Calming Project. This event was held at St. Anthony’s Catholic Church on Thursday, July 26<sup>th</sup>, from 4:30 p.m. - 6:00 p.m.

**Suicide Prevention Training:** Commissioner Hess attended Gatekeeper QPR Suicide Prevention Training which was hosted by Identity, Inc. This event was held at Identity, Inc., on Tuesday, July 31<sup>st</sup>, from 6:00 p.m. – 7:00 p.m.

**Welcoming Week Meeting:** Commissioner Hess facilitated a Community Partners Planning Meeting for Anchorage’s 2018 Welcoming Week (September 14<sup>th</sup>- 23<sup>rd</sup>). This meeting was held in the Assembly Conference Room on Monday, July 30<sup>th</sup>, from 12:00 p.m. - 1:30 p.m.



**Disability Pride Fest 2018**



**Disability Pride Fest 2018**

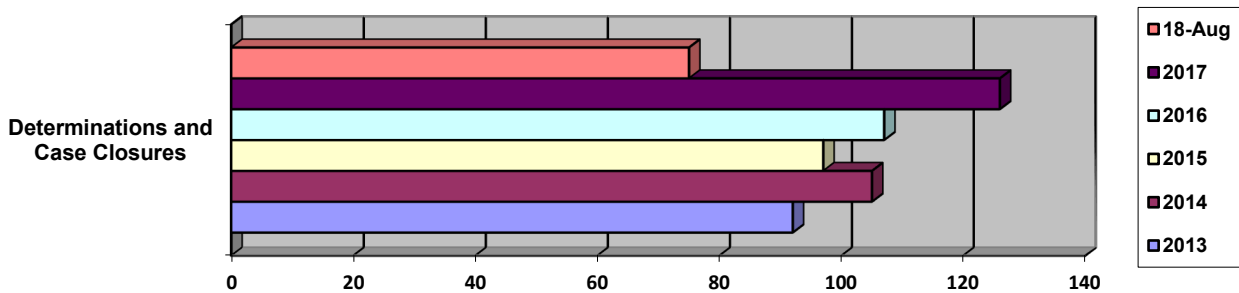
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** September 17, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of August 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 75 cases from January to August 2018.  $75/8 = 9.375$  per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	August 2018
Total Determinations and Case Closures	92	105	97	107	126	75



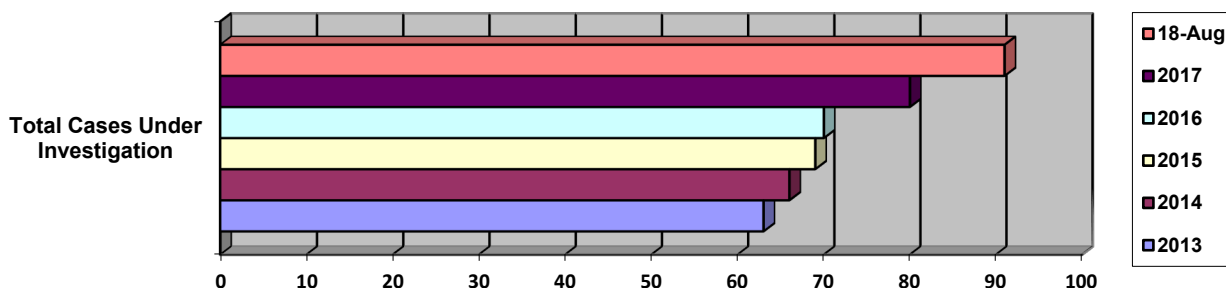
**EEOC Contract.** AERC received and executed its EEOC contract for FFY 2018 for 94 case closures and has vouchered out for the 78 cases completed and approved under the contract to date. The contract runs from 10/1/17 to 9/30/18. Contract forms for FFY 2019 are being prepared for 97 case closures.

**Inquiries and New Complaints.** AERC staff fielded 340 inquiries and filed 87 new complaints from January to August 2018. 25.59% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	August 2018
INQUIRIES	441	406	431	442	523	340
NEW COMPLAINTS	96	107	99	111	134	87
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.59%

**Pending Cases.** As of August 31, 2018, we have 91 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	August 2018
Total Cases Under Investigation	63	66	69	70	80	91



**Cases Over 240 Days Old.** As of August 31, 2018, 25 cases are over 240 days old, which is 27.47% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total August 2018 percentage is more than the 27.03% of over 240 cases which existed on 8/31/17. There are 7 cases open over 400 days old, which is 7.69% of our caseload.

## II. Budget:

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$692,970.50	\$0.00	\$419,337.34	\$273,633.16	60.51
Non-Labor	\$63,068.50	\$4,205.05	\$10,721.55	\$48,141.90	23.67
ICG	\$195,906.00	\$0.00	\$599.27	\$195,06.73	0.31
Expense Accounts	\$951,945.00	\$4,205.05	\$430,658.16	\$517,081.79	45.68
Balance	<b>\$899,664.00</b>	<b>\$4,205.05</b>	<b>\$430,658.16</b>	<b>\$464,800.79</b>	<b>48.34</b>

## III. Other Office Updates

**Staff Meetings.** AERC held a staff meeting on August 21<sup>st</sup>, where we discussed outreach opportunities for September, tabling at 2-3 events during Welcoming Week, co-sponsoring an outreach radio campaign with the EEOC and a public forum with the MOA Women’s Commission, staff training, the office improvement project, the upcoming IAOHRA conference in Ohio the last week of August, intake and vacation schedules, and 2018 case closure results for August and Over 240 closure goals for August and September.

**AERC Staffing.** Gita Franklin has accepted AERC’s offer to fill our open Investigator II position and is set to begin work on 9/17/18. Please welcome her to the office when you see her.

**Office Improvement Project.** The project is nearly complete and Commissioners are invited to an open house at AERC offices on Thursday, 9/20/19 between 5:15 and 5:50 pm to view the results.

#### **IV. Outreach Report – August 2018**

##### **Staff Outreach:**

**IAOHRA Meeting:** On August 2<sup>nd</sup>, Executive Director Pamela Basler attended an IAOHRA National Conference Planning Meeting via Conference Call from 12:30 p.m. – 1:30 p.m.

**Chasing the Dragon:** On August 9<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Chasing the Dragon event that discussed the opioid crisis with Community Leaders at Faith Lutheran Church, from 6:00 p.m. - 8:00 p.m.

**IAOHRA Meeting:** On August 9<sup>th</sup>, Executive Director Pamela Basler attended an IAOHRA National Conference Planning Meeting via Conference Call from 12:30 p.m. – 1:30 p.m.

**ACPRTF Meeting:** On August 10<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center.

**Federal Bar Conference CLE:** On August 14<sup>th</sup>, Executive Director Pamela Basler participated in a Continuing Legal Education conference at the Dena'ina Civic and Convention Center from 9:30 a.m. – 4:30 p.m. One presentation focused on Japanese-Americans' internment during WWII.

**Welcoming Week Planning Meeting:** On August 27<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Community Partners Planning Meeting for Anchorage's 2018 Welcoming Week at the Assembly Conference Room, from 12:00 p.m. – 1:30 p.m.

**IAOHRA National Conference:** From August 25<sup>th</sup> until August 30<sup>th</sup>, Executive Director Pamela Basler and Investigator Stephanie Jedlicka attended the IAOHRA National Conference. Executive Director Pamela Basler was the Western Region Representative, Chair of the Nominating Committee, and the Moderator of the # Me Too session at the conference. This multi-day conference was held in Cincinnati, Ohio.

##### **Commissioner Outreach:**

**Anchorage Women's Commission Planning:** Commissioner McDermid met with Women's Commissioner Callie Patton Kim to discuss planning of #MeToo forum, a collaborative project between the AERC and the Women's Commission on Thursday, August 1<sup>st</sup>, from 7:00 p.m. – 9:00 p.m.

**Anchorage Women's Commission Meeting:** Commissioner McDermid attended the Women's Commissioner meeting to discuss the planning of a #MeToo forum between AERC and the Women's Commission on Thursday, August 9<sup>th</sup>, from 5:00 p.m. – 6:00 p.m.

**Welcoming Week Meeting:** Commissioner Hess facilitated a Community Partners Planning meeting for Anchorage’s 2018 Welcoming Week (September 14<sup>th</sup>- 23<sup>rd</sup>). This meeting was held in the Assembly Conference Room on Saturday, August 13<sup>th</sup>, from 12:00 p.m. - 1:30 p.m.

**The Ugly Abyss of Racism:** Commissioner Hess attended two presentations hosted by the Alaska Chapter of the Federal Bar Association, "The Ugly Abyss of Racism: Lessons of the Japanese Internment" & "E.O. 9066-Personal Perspectives of Japanese Alaskan Internees". The presentations were related to the internment of Japanese-Americans by the U.S. government during World War II. This event was held at Dena'ina Civic and Convention Center on Tuesday, August 14<sup>th</sup>, from 1:00 p.m. - 2:15 pm.

**Leadership Anchorage:** Commissioner Hess attended an open house for Leadership Anchorage at the Alaska Humanities Forum. Commissioner Hess was able to meet individuals interested in joining Leadership Anchorage’s next cohort. This event was held at The Historic Alaska Railroad Depot on Wednesday, August 15<sup>th</sup>, from 6:00 p.m.-7:00 p.m.

**Unity Gala:** Commissioner Hess attended Bridge Builders of Anchorage’s 2018 Unity Gala. At the event, Commissioner Hess took photos of attendees in a “Welcoming Anchorage” frame, to post on Facebook. This event was held at Hotel Captain Cook on Saturday, August 18<sup>th</sup>, from 5:30 p.m.-9:00 p.m.

**Assembly Worksession:** Commissioner Hess attended the Assembly’s Worksession regarding a proposal to redesign the Municipality’s office seal, to include Alaska Native elements. This meeting was held in the Assembly Conference Room on Friday, August 24<sup>th</sup>, from 12:00 p.m. – 1:00 p.m.

**Welcoming Week Meeting:** Commissioner Hess facilitated a Community Partners Planning meeting for Anchorage’s 2018 Welcoming Week (September 14<sup>th</sup>- 23<sup>rd</sup>). This meeting was held in the Assembly Conference Room on Saturday, August 27<sup>th</sup>, from 12:00 p.m. - 1:30 p.m.

**Identity Board Meeting:** Commissioner Hess attended the monthly Board Meeting of Identity, Inc. This meeting was held at Identity’s Conference Room, Tuesday, August 28<sup>th</sup>, from 5:30 p.m. - 7:00 pm.



**AERC Staff with Virginia Attendees  
At IAOHRA National Conference**

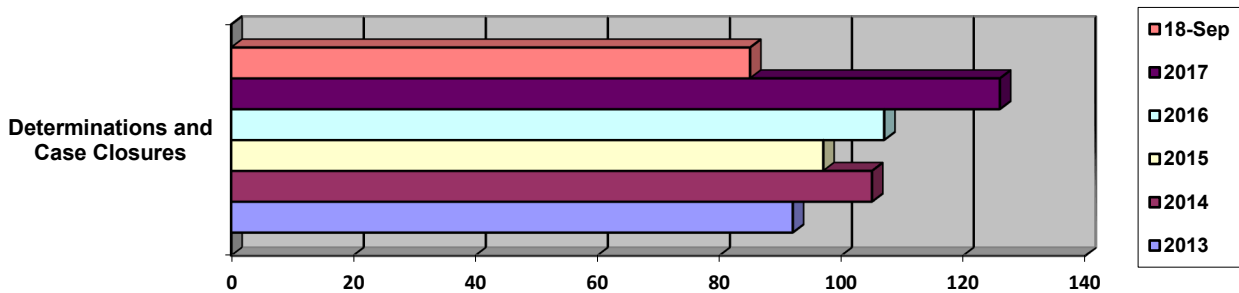
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** October 15, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of September 30, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 85 cases from January to September 2018. 85/9= 9.44 per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	Sept 2018
Total Determinations and Case Closures	92	105	97	107	126	85



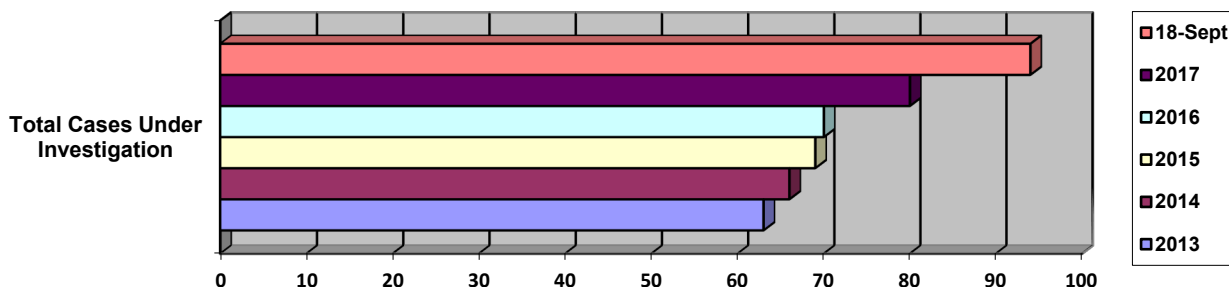
**EEOC Contract.** AERC’s EEOC contract for FFY 2018 was for 94 case closures and AERC has now vouchered out for all 94 cases completed and approved under the contract. The contract ran from 10/1/17 to 9/30/18. Contract forms for a new FFY 2019 EEOC contract are being prepared in Washington, D.C. for 97 case closures.

**Inquiries and New Complaints.** AERC staff fielded 378 inquiries and filed 100 new complaints from January to September 2018. 26.45% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	September 2018
INQUIRIES	441	406	431	442	523	378
NEW COMPLAINTS	96	107	99	111	134	100
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	26.45%

**Pending Cases.** As of September 30, 2018, we have 94 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	September 2018
Total Cases Under Investigation	63	66	69	70	80	94



**Cases Over 240 Days Old.** As of September 30, 2018, 24 cases are over 240 days old, which is 25.53% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total September 2018 percentage is less than the 26.39% of over 240 cases which existed on 9/30/17. There are 7 cases open over 400 days old, which is 7.44% of our caseload.

## II. Budget:

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0
Labor	\$692,970.50	\$0.00	\$467,587.13	\$225,383.37	67.48
Non-Labor	\$63,068.50	\$4,205.05	\$44,281.71	\$14,581.74	76.88
ICG	\$195,906.00	\$0.00	\$664.91	\$195,241.09	0.34
Expense Accounts	\$951,945.00	\$4,205.05	\$512,533.75	\$435,206.20	54.28
<b>Balance</b>	<b>\$899,664.00</b>	<b>\$4,205.05</b>	<b>\$512,533.75</b>	<b>\$382,925.20</b>	<b>57.44</b>

## III. Other Office Updates

**Staff Meetings.** AERC held staff meetings on September 17<sup>th</sup> and 28<sup>th</sup>, where we welcomed new staff member Investigator Gita Franklin, and we discussed outreach opportunities for September and October, tabling at 2-3 events during Welcoming Week and during the AFN Convention, co-sponsoring an outreach radio campaign with the EEOC for the month of September and a possible public forum with the MOA Women’s Commission, staff training with the State Ombudsman’s office in October, an open house to celebrate the conclusion of the office improvement project, intake and vacation schedules, 2018 case closure results for September and case reassignments and Over 240 closure goals for the last quarter of 2018.



The lack of new commissioner appointments (there are 2 vacant spots) and upcoming need for three 2018 reappointments and for commissioner training were also discussed.

**AERC Staffing.** AERC is currently fully staffed with all 6 full-time positions filled.

#### **IV. Outreach Report – September 2018**

##### **Staff Outreach:**

**IAOHRA National Conference:** From August 25<sup>th</sup> until August 30<sup>th</sup>, Executive Director Pamela Basler and Investigator Stephanie Jedlicka attended the IAOHRA National Conference. This conference covered areas such as investigating pay discrimination, medical & recreational marijuana laws “A Game Changer for Employers”, LGBTQ Enforcement and Policy Issues, sex discrimination in the Era of the Me Too Movement, Bridging the Racial Divide Across America, Managing Employees with Mental Health issues, and a tour of the National Underground Railroad Freedom Center. This multi-day conference was held in Cincinnati, Ohio. A session synopsis is attached to this report.

**EEOC Seminar in Seattle:** On September 13<sup>th</sup>, Executive Director Pamela Basler attended the EEOC Seminar in Seattle. This seminar covered legal updates, legal pitfalls of “big data” in decision making, harassment and retaliation issues, workplace protections for LGBTQ+ workforce, and rethinking investigations in the #MeToo Era. This seminar was from 8:00 a.m. until 5:00 p.m. An agenda is attached to this report.

**ACPRTF Meeting:** On September 14<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock staffed the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center. APD Task Force Alan Skaggs gave a presentation on gangs in Anchorage.

**Welcoming Week Naturalization Ceremony:** Investigator Gita Franklin helped table at the 4th Annual Anchorage Welcoming Week Naturalization Ceremony where 20 individuals from 11 nations were naturalized. This event was held in the Anchorage Assembly Chambers, Wednesday, September 19<sup>th</sup>, from 12:00 p.m. - 3:00 p.m.

**AERC Open House:** On September 20<sup>th</sup>, AERC Staff welcomed Commissioners and invitees to tour the newly renovated AERC office from 4:30 p.m. – 5:30 p.m.

**AERC Commission meeting:** On September 20<sup>th</sup>, Executive Director Pamela Basler and Investigator Stephanie Jedlicka attended the regularly scheduled Commissioner Meeting. Investigator Jedlicka presented on the AERC complaint Process. This meeting was from 6:00 p.m. – 7:00 p.m.

**Parking Day/City Hall Welcome Mat:** On September 21<sup>st</sup>, Senior Office Associate Natalie Day and Investigators Stephanie Jedlicka, Gita Franklin, and Joshua Blalock participated in Welcoming Week’s Parking Day from 10:30 a.m. – 12:00 p.m. at City Hall.

**Civics Fair:** On September 22<sup>nd</sup>, Executive Director Pamela Basler and Intake/Outreach Coordinator Joshua Blalock participated in the 2018 Welcoming Week Civics Fair and AERC tabled at the event. More than 20 organizations outreached to the community regarding civics and civic engagement from 12:00 p.m. - 3:00 p.m. at the Loussac Library.

**La Cumbre:** On September 22<sup>nd</sup>, Investigator Gita Franklin presented at the La Cumbre event which celebrates and empowers the Latinx community with an exchange of knowledge and resources. This event was held at Out North from 11:00 a.m. – 12:00 p.m.

**Diversity & Inclusion Dialogue:** On September 25<sup>th</sup>, Executive Director Pamela Basler participated in YWCA’s Diversity and Inclusion Dialogue regarding Assimilation and Professionalism from 12:00 p.m. – 1:30 p.m.

**Welcoming Week Planning Meeting:** On September 10<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Community Partners Planning Meeting for Anchorage’s 2018 Welcoming Week at the Assembly Conference Room, from 12:00 p.m. – 1:30 p.m.

**Diversity & Civic Action Week Reception:** On September 25<sup>th</sup>, Executive Director Pamela Basler attended the keynote address and closing reception for UAA’s 2018 Democracy & Civic Action Week. This event was held at UAA/APU Consortium Library, RM 307 on Tuesday, September 25<sup>th</sup>, from 6:00 p.m. - 8:00 pm.

#### **Commissioner Outreach:**

**Welcoming Week Planning Meeting:** Commissioner Hess facilitated the final Community Partners Planning meeting for Anchorage’s 2018 Welcoming Week (September 14<sup>th</sup>- 23<sup>rd</sup>). This meeting was held in the Salmon Meeting Room, at the Loussac Library on Monday, September 10<sup>th</sup>, from 12:00 p.m. - 1:30 p.m.

**ADP Membership Meeting:** Commissioner Hess attended the September Membership Meeting of the Anchorage Downtown Partnership, Ltd. Commissioner Hess spoke about Welcoming Week and Welcoming Anchorage, and how Downtown business can be part of Anchorage’s welcoming efforts. This event was held at the Alaska Market Place on Wednesday, September 5<sup>th</sup>, from 9:00 a.m. – 10:30 a.m.

**Whitby 40th Anniversary:** Commissioner Hess attended the 40<sup>th</sup> Anniversary Celebration of the Sister City relationship between Whitby, England and Anchorage. Commissioner Hess distributed Welcoming Anchorage pins and spoke with people about Welcoming Week. This event was held at the Anchorage Senior Activity Center on Wednesday, September 5<sup>th</sup>, from 12:00 p.m.-2:00 p.m.

**UAA CCEL Advisory Council:** Commissioner Hess attended the first meeting of year for the Advisory Council for the UAA Center for Community Engagement & Learning. This event was held at UAA Alaska Airlines Center, Dresser Conference Room, on Monday, September 10<sup>th</sup>, from 12:00 p.m.-1:30 p.m.

**Assembly Meeting:** Commissioner Hess attended the September 11<sup>th</sup> Assembly Meeting to help accept the Assembly’s 2018 Welcoming Week Resolution. This meeting was held in the Assembly Conference Room on Tuesday, September 11<sup>th</sup>, from 5:00 p.m. – 6:00 p.m.

**Melting the Ice:** Commissioner Hess attended Dr. Fred E. Woods’ presentation regarding his new book, “Melting the Ice: A History of Latter Day Saints in Alaska. This meeting was held at the UAA Campus Bookstore on Wednesday, September 12<sup>th</sup>, from 4:00 p.m. – 6:00 p.m.

**Inclusive Play Symposium:** Commissioner Hess attended a panel discussion on Inclusive play (parks & public spaces), as part of Anchorage’s 2018 Design. How to make Anchorage’s public spaces inclusive and welcoming was the focus of the panel. This meeting was held at Anchorage Museum at Rasmuson Center on Thursday, September 13<sup>th</sup>, from 9:00 a.m. - 11:00 a.m.

**Eyes Closed Ribbon Cutting:** Commissioner Hess attended the ribbon cutting of the “Eyes Closed” project, which is composed of 19 4’x8’ panels that have pictures of children in our community speaking of their hopes and dreams regarding the their futures and the futures of their friends, families and community. This meeting was held at Peratrovich Park on Friday, September 14<sup>th</sup>, from 5:30 p.m. - 6:30 pm.

**Welcoming Week Community Celebration:** Commissioner Hess staffed the Welcoming Anchorage booth at the 2018 Anchorage Welcoming Week Community Celebration. This event was held in the B Street Designs District, Tuesday, September 15<sup>th</sup>, from 12:00 p.m. - 3:00 pm.

**Welcoming Week Community Celebration:** Commissioner Pace and Commissioner Berke helped staff the AERC booth at the 2018 Anchorage Welcoming Week Community Celebration. This event was held in the B Street Designs District, Tuesday, September 15<sup>th</sup>, from 12:00 p.m. - 3:00 pm.

**Bells Across America:** Commissioner Hess attended the 2018 Bells Across American as part of Welcoming Week and Constitution Day. The Daughters of the American Revolution rings bells across the nation at 12 pm local time. This meeting was held at Loussac Library Atrium, Monday, September 17<sup>th</sup>, from 12:00 p.m. - 1:00 pm.

**Welcoming Week Naturalization Ceremony:** Commissioner Hess helped organize and facilitate the 4<sup>th</sup> Annual Anchorage Welcoming Week Naturalization Ceremony where 20 individuals from 11 nations were naturalized. This event was held in the Anchorage Assembly Chambers, Wednesday, September 19<sup>th</sup>, from 12:00 p.m. - 3:00 p.m.

**Welcoming Week Naturalization Ceremony:** Commissioner McDermid helped table at the 4<sup>th</sup> Annual Anchorage Welcoming Week Naturalization Ceremony with 20 individuals from 11 nations that were naturalized. This event was held in the Anchorage Assembly Chambers, Wednesday, September 19<sup>th</sup>, from 12:00 p.m. - 3:00 p.m.

**City Hall Welcome Mat:** Commissioner Hess helped staff the Welcoming Anchorage Park(ing) Day/Welcoming Week Welcome Mat in front of City Hall. Two parking spaces were converted into a temporary public space, with tables, benches and a fire pit, where people could make s’mores, while interacting with MOA officials and employees. This event was held on 6<sup>th</sup> Avenue in front of City Hall, Friday, September 21<sup>st</sup>, from 10:00 a.m. - 4:00 pm.

**Welcoming Week Civics Fair:** Commissioner Hess staffed the Welcoming Anchorage table at the 2018 Welcoming Week Civics Fair. More than 20 organizations outreached to the community regarding civics and civic engagement. This event was held in the Loussac Library Atrium on Saturday, September 22<sup>nd</sup>, from 12:00 p.m. - 3:00 pm.

**Welcoming Week Civics Fair:** Commissioner Pace and Commissioner Vo helped staff the AERC table at the 2018 Welcoming Week Civics Fair. More than 20 organizations outreached to

the community regarding civics and civic engagement. This event was held in the Loussac Library Atrium on Saturday, September 22<sup>nd</sup>, from 12:00 p.m. - 3:00 pm.

**Diversity & Civic Action Week Reception:** Commissioner Hess attended the keynote address and closing reception for UAA's 2018 Democracy & Civic Action Week. The UAA team partnered with Welcoming Anchorage for several events during Welcoming Week. This event was held at UAA/APU Consortium Library, RM 307 on Tuesday, September 25<sup>th</sup>, from 6:00 p.m. - 8:00 pm.

**YAS lgbtq+ Youth Variety Show:** Commissioner Hess attended the 4<sup>th</sup> edition of the YAS lgbtq+ Youth Variety Show, presented by Identity Youth. The show featured several lgbtq+ and ally youth performing song, music, dance and poetry. This meeting was held at Identity's Conference Room, Tuesday, Saturday 29<sup>th</sup>, from 6:00 p.m. - 8:00 pm.



**Commissioner Vo making buttons at the Civics Fair**



**Investigator Gita Franklin and Commissioner McDermid at the Naturalization Ceremony**

## **International Association of Official Human Rights Agencies Annual Conference**

**August 26 – 30, 2018**

**Cincinnati, Ohio**

The International Association of Official Human Rights Agencies (IAOHRA) Conference is held annually in different cities across the United States. The 2018 IAOHRA Conference was held at the Duke Convention Center in Cincinnati, Ohio. The theme for this year's conference was "Advancing the Civil and Human Rights Agenda: The Fierce Urgency of Now." The following are highlights from the conference's keynote presentations and breakout sessions:

### **Investigating Pay Discrimination**

Presented by: Melanie Breen, Cincinnati Director

*U.S. Equal Employment Opportunity Commission*

Ms. Breen compared and contrasted Title VII of the Civil Rights Act and the Equal Pay Act as well as discussed investigations into pay discrimination allegations. Ms. Breen discussed in-detail how to investigate the equality of jobs between men and women and discussed that compensation is more than wages and can include items such as overtime, commissions, signing bonuses, severances, etc. Ms. Breen continued by analyzing Respondent defenses and discussed potential remedies for each type of case.

### **Medical & Recreational Marijuana: A Game Changer for Employers**

Presented by: Michael Griffaton, Esq. & Andy Kaplan, Esq.

*Vorys, Sater, Seymour & Pease LLP*

Mr. Griffaton and Mr. Kaplan discussed medical and recreational marijuana in relation to employment law. They explained that while marijuana use and possession remains illegal under federal law, over 30 states and the District of Columbia have now "legalized" recreational and/or medical marijuana and the dichotomy that that leaves for employers to navigate. Mr. Griffaton and Mr. Kaplan briefly explained the Supremacy Clause and Preemption Doctrine and noted that the Americans with Disabilities Act does not protect current users of illegal drugs. However, they also explained that some states have a list of qualifying conditions for medical marijuana listed in their state law as well as possible accommodations for medical marijuana.

### **LGBTQ Enforcement & Policy Issues**

Presented by: Tristan Vaught & Brice Mickey

*Living with Change Foundation*

Mr. Vaught and Mr. Mickey provided definitions of LGBTQ terms and focused on intersectionality, i.e. the interconnected nature of social categories such as race, color or sex, as

they apply to a given individual or group, regarded as creating overlapping and interdependent systems of discrimination or disadvantage, as it relates to members of the LGBTQ community.

### Understanding Sex Discrimination in the Era of the Me Too Movement

Presented by: Erika Yingling & Shana Cronican

*YWCA of Greater Cincinnati*

This session provided the history of the “me too” movement and best practice policies for sex-based discrimination and harassment in the workplace. The session also highlighted examples of sexual harassment in the media, such as in the film 9 to 5 or North Country.

### Town Hall Meeting: Beloved Community Talks: Let’s Bridge the Racial Divide Across America

Presented by: The King Center, Atlanta, Georgia

The Town Hall meeting consisted of three dialogues related to bridging the racial divide in Corporate America and through various means of activism. The Town Hall Meeting featured William Gibson, Chief Diversity & Inclusion Officer at P&G, Dee Haslam, Owner of the Cleveland Browns, Dr. Bernice King, CEO of the King Center, Monty Lobb, Dean of Students at Ohio Christian University, Tamika Mallory, Co-President of the Women’s March, Darryl Davis, Activist, Arno Michaelis, former Skinhead, and Time Wise, Anti-Racism Activist and was moderated by Bakari Sellers, CNN Contributor.

### Managing Employees with Mental Health Issues

Presented by: Robin Jones

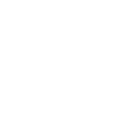
*Great Lakes ADA Center*

Ms. Jones discussed the Americans with Disabilities Act and identified issues that are most critical to employers. These included discussing types of “effective accommodations,” including leave as an accommodation. Ms. Jones also discussed non-leave accommodations and explained that the accommodation should be effective and not interfere with the medical condition.

### National Underground Railroad Freedom Center

Guest Speaker: Rev. Robert W. Lee, IV

The IAOHRA Conference attendees had an opportunity to visit and take a guided tour of the National Underground Railroad Freedom Center. Following the tour, Rev. Robert W. Lee, IV, the fourth great-nephew of the Confederate Civil War General Robert E. Lee and a civil rights activist, presented to the group.



**EEOC**  
Training Institute  
...Learn from the Experts

## AGENDA

### Seattle Area EEO Seminar

### Thursday, September 13, 2018

8:00 am - 9:00 am	<b>Registration and Continental Breakfast</b>
9:00 am - 9:15 am	<b>Welcome &amp; Introductory Remarks</b> <i>Nancy A. Sienko, Director, EEOC Seattle Field Office</i>
9:15 am - 10:30 am	<b>Legal Update: Recent Developments in the Law</b> <i>John F. Stanley, Supervisory Trial Attorney, EEOC Seattle Field Office</i> <i>Kara L. Heikkila, Attorney, Witherspoon-Kelley</i>
10:30 am - 10:45 am	<b>BREAK</b>
10:45 am - 11:45 am	<b>Harassment and Retaliation Issues</b> <i>William R. Tamayo, District Director, EEOC San Francisco Office</i>
11:45 am - 1:00 pm	<b>LUNCH</b>
1:00 pm - 2:00 pm	<b>Big Data: Big Deal</b> A discussion of how employers are using big data in decision making—and the potential legal pitfalls of this trend. <i>Darin Sands, Shareholder and Co-Chair of Lane Powell's Privacy and Data Security Group</i> <i>Maria Morocco, Supervisory Trial Attorney, EEOC Washington Field Office</i> <i>Jason Kolter, Foster America Fellow - Data Integration, Washington State Department of Children, Youth, and Families</i>



**EEOC**  
Training Institute  
...Learn from the Experts

## **AGENDA - continued**

### **Seattle Area EEO Seminar**

### **Thursday, September 13, 2018**

**2:00 pm - 3:15 pm**

#### **Rethinking Employee Investigations in the #MeToo Era: A Systematic Approach to Investigating Employee Complaints**

Time Magazine's Person of the Year in 2017 was the Silence Breakers of the #MeToo movement. Companies face big increases in the number of employee investigations. Expectations for proper investigations in the #MeToo era have never been higher: One court recently upheld a \$200,000 punitive damages award against a company due to its inadequate investigation of a sexual harassment complaint. Whether using 3rd party investigators or an internal investigation team, it is critical that you can prove the investigation was fair and impartial, and that the outcome of the investigation can be trusted by all parties and by the media. This session outlines: (1) newest mistakes being made in investigations in the #MeToo era and (2) steps you can take to perform a more defensible investigation.

*D. Michael Reilly, Shareholder, Lane Powell*

**3:15 pm - 3:30 pm**

**BREAK**

**3:30 pm - 5:00 pm**

#### **Workplace Protections for LGBTQ+ Employees**

A trending topic: What you should know about state and federal protections for your LGBTQ+ workforce.

*Molly Powell, Administrative Judge, EEOC Seattle Office*

*Suzanne Thomas, Partner, K&L Gates*

**5:00 pm**

**ADJOURN**



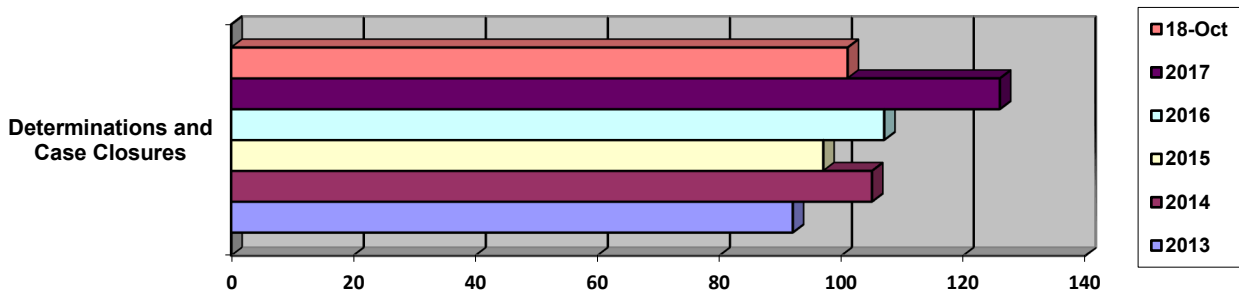
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** November 2, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of October 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 101 cases from January to October 2018. 101/10= 10.1 per month (>2018 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES						
	2013	2014	2015	2016	2017	Oct 2018
Total Determinations and Case Closures	92	105	97	107	126	101



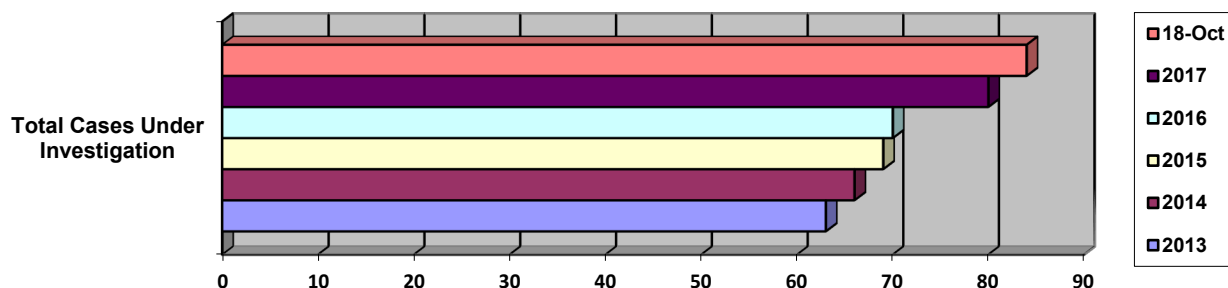
**EEOC Contract.** AERC’s EEOC contract for FFY 2018 was for 94 case closures and AERC has now vouchered out for all 94 cases completed and approved under the contract. The contract ran from 10/1/17 to 9/30/18. Contract forms for a new FFY 2019 EEOC contract are being prepared in Washington, D.C. for 97 case closures.

**Inquiries and New Complaints.** AERC staff fielded 424 inquiries and filed 107 new complaints from January to October 2018. 25.24% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

INQUIRIES AND NEW COMPLAINTS						
	2013	2014	2015	2016	2017	October 2018
INQUIRIES	441	406	431	442	523	422
NEW COMPLAINTS	96	107	99	111	134	107
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.24%

**Pending Cases.** As of October 31, 2018, we have 84 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	October 2018
Total Cases Under Investigation	63	66	69	70	80	84



**Cases Over 240 Days Old.** As of October 31, 2018, 21 cases are over 240 days old, which is 25% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total October 2018 percentage is more than the 23.46% of over 240 cases which existed on 9/30/17. There are 8 cases open over 400 days old, which is 9.5% of our caseload.

## II. Budget:

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$57,700.00	\$5,419.00	110.37
Labor	\$692,970.50	\$0.00	\$521,594.61	\$171,375.89	75.27
Non-Labor	\$63,068.50	\$4,105.05	\$46,864.80	\$12,098.65	80.82
ICG	\$195,906.00	\$0.00	\$738.53	\$195,167.47	0.38
Expense Accounts	\$951,945.00	\$4,105.05	\$569,197.94	\$378,642.01	60.22
<b>Balance</b>	<b>\$899,664.00</b>	<b>\$4,105.05</b>	<b>\$511,497.94</b>	<b>\$384,061.01</b>	<b>57.31</b>

## III. Other Office Updates

**Staff Meetings.** AERC held staff meetings on October 11<sup>th</sup> and 26<sup>th</sup>, where we discussed outreach opportunities for October and November, tabling during the AFN Convention, staff training with the State Ombudsman’s office, information regarding #Me Too employee investigations, a new Alaska Supreme Court case regarding witness interviews in discrimination investigations, intake and vacation schedules, 2018 case closure results for October and Over 240 closure goals for the last quarter of 2018.

The lack of new commissioner appointments (there are 2 vacant spots) and upcoming need for three 2018 reappointments and for commissioner training were also discussed. There are three new commissioner applications pending upstairs for which we have not been informed as to whether or not they are going to be approved by the Mayor’s office.

**AERC Staffing.** AERC is currently fully staffed with all 6 full-time positions filled.

#### **IV. Outreach Report – October 2018**

##### **Staff Outreach:**

**ADAAC Meeting:** On October 9<sup>th</sup>, Executive Director Pamela Basler attended an ADAAC meeting at DHHS, 825 L Street 4<sup>th</sup> Floor Conference Room from 10:30 a.m. – 12:00 p.m.

**Assembly Meeting:** On October 9<sup>th</sup>, Executive Director Pamela Basler attended an Assembly Meeting, at the Loussac Library Assembly Chambers, from 5:00 p.m. – 6:00 p.m.

**ACPRTF Meeting:** On October 12<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center. A presentation on property crimes was given by the Property Crimes Unit Detectives.

**2018 Alaska Federation of Natives Convention:** From October 18<sup>th</sup> until October 20<sup>th</sup>, every member of AERC's staff partnered with Alaska Legal Services to table at the 2018 Alaska Federation of Natives Convention. This convention is the state's largest statewide Native organization and is the largest representative yearly gathering in the United States of any Native peoples. This multi-day convention was held at the Dena'ina Civic and Convention Center.

**Advanced Investigative Training:** On October 24<sup>th</sup> and October 25<sup>th</sup>, Investigators' Andrew Sundboom, Stephanie Jedlicka, Gita Franklin, and Joshua Blalock attended the Ombudsman Advanced Investigative Training for Administrative Watchdogs. This two day training was held at the Egan Center, in Summit Hall.

##### **Commissioner Outreach:**

**Old Prejudices in New Times:** Commissioner Hess attended part of the *Anne Frank - A History for Today project*. This panel discussion explored how age-old stereotypes around xenophobia and anti-Semitism are being re-packaged in an era of new media. Panelists included Miri Cypers, Regional Director of the Anti-Defamation League's Pacific Northwest Office. Moderated by Mara Kimmel. This panel discussion was held at the Anchorage Museum on Wednesday, October 3<sup>rd</sup>, from 7:00 p.m. - 9:00 p.m.

**Anne Frank - A History for Today:** Commissioner Hess was invited by the Honorary Dutch Counsel to attend a reception for the opening of the Anne Frank Exhibition. This event was part of a worldwide traveling exhibition and is funded through the Dutch Consulate and the Anne Frank House. Its opening marks the start of a month long tour involving stops at multiple High Schools and the Home Schooling community in both Anchorage and Fairbanks. This event was held at the Anchorage Museum on Friday, October 5<sup>th</sup>, from 4:30 p.m. - 6:30 p.m.

**Connecting the Dots:** The Ombudsman's Office hosted a table at this event which was co-sponsored by the State Ombudsman's Office, Long Term Care Ombudsman's office, UAA Ombudsman, and Municipal Ombudsman's Office. We distributed information regarding the AERC at our table. This event was held at the Loussac Library Atrium on Thursday, October 11<sup>th</sup>, from 12:00 p.m.-4:30 p.m.

**Professor Daniel Phil Gonzales:** Commissioner Hess attended “Professor Daniel Phil Gonzales presents The Establishment of Ethnic Studies at San Francisco State University and the Role of Filipino Americans” at the UAA Campus Bookstore. This event was part of Filipino American History Month 2018. Professor Gonzales spoke about the turmoil at San Francisco State University in the late 1960’s and early 1970’s, and the birth of the nation’s first ethnic studies program. He was a student at the time, and was active in the movement to establish the program. He has taught at the university for over 40 years. This event was held at the UAA Campus Bookstore on Friday, October 11<sup>th</sup>, from 11:00a.m. -12:30 pm

**Turning Points: Filipino American History Month:** Commissioner Hess attended the Filipino Community’s 2018 Filipino American History Month Community Celebration. Attendees enjoyed Filipino cuisine, arts, and culture. And learned about Filipino American history. The keynote speaker was Professor Daniel Phil Gonzales. This meeting was held at the Arctic Center on Saturday, October 13<sup>th</sup>, from 11:00a.m. - 3:00 p.m.

**Special Assembly Committee Meeting on Homelessness:** Commissioner Hess attended a special meeting of the Anchorage Assembly’s Committee on Homelessness. Over 100 members of the public attended to hear the city’s response to a 12-point plan proposed by local residents and activists. This meeting was held at Central Lutheran Church on Tuesday, October 16<sup>th</sup>, from 5:30 p.m. - 7:00 p.m.

**AERC Outreach at AFN:** From October 18<sup>th</sup> until October 20<sup>th</sup>, Commissioner Hess helped table at an outreach event for the AERC for a total of 7 hours, at the 2018 Alaska Federation of Natives Convention. This multi-day convention was held at the Dena’ina Civic and Convention Center.

**Jorge Madrazo-Cuella:** Commissioner Hess attended “Jorge Madrazo-Cuellar presents the National University of Mexico and the National Commission of Human Rights: Helping Immigrants” at the UAA Campus Bookstore. Jorge Madrazo-Cuellar is Director of the UNAM-Seattle Center for Mexican Studies (Universidad Nacional Autonoma de Mexico) and the UNAM Program to Support Mexicans Abroad. In addition, he is the President of the United States Chapter of the Iberoamerican Institute of Constitutional Law and Vice President of Community Relations at Sea Mar Community Health Centers. From 1996-2000 he was Attorney General of Mexico and from 2001-2006 he served as Consul of Mexico in Seattle. This event was held at the UAA Campus Bookstore on Friday, October 19<sup>th</sup>, from 4:00p.m. -6:00 p.m.

**Service for Healing:** Commissioner Hess attended a community Service for Healing at Congregation Beth Shalom. The service was held in response to the shooting at Tree of Life Synagogue in Pittsburgh. This service was held at Congregation Beth Shalom on Monday, October 29<sup>th</sup>, 6:30 p.m. -8:30 p.m.

**Identity Board Meeting:** Commissioner Hess attended the monthly Board Meeting of Identity, Inc. This meeting was held at Identity’s Conference Room, Tuesday, October 23<sup>rd</sup>, from 6:00 p.m. - 7:00 p.m.



**AERC Staff partnering with AK  
Legal Services at the AFN Convention**

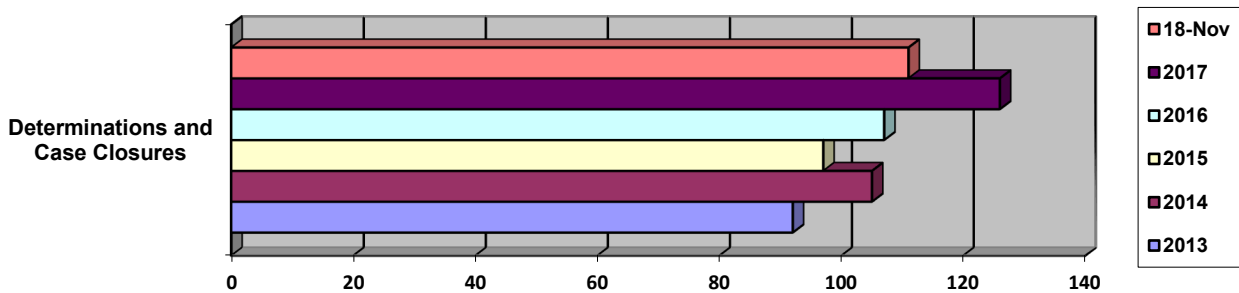
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** December 14, 2018  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of November 30, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 111 cases from January to November 2018. 111/11= 10.09 per month (>2018 goal of 8 closures per month).

<b>DETERMINATIONS AND CASE CLOSURES</b>						
	2013	2014	2015	2016	2017	Nov 2018
Total Determinations and Case Closures	92	105	97	107	126	111



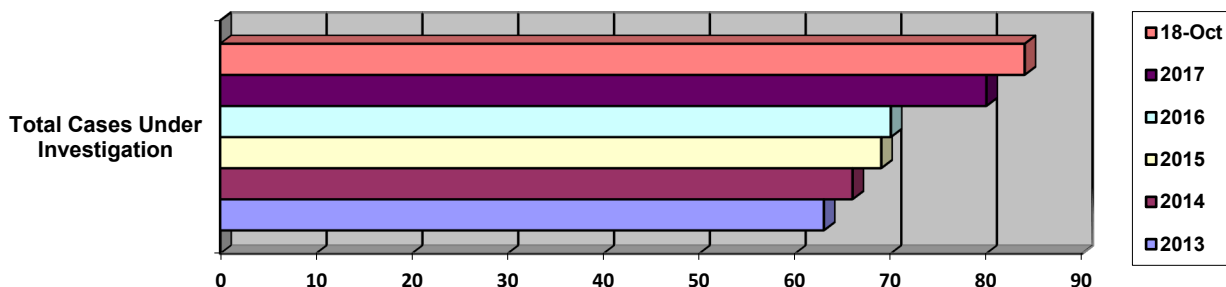
**EEOC Contract.** AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in Washington, D.C.

**Inquiries and New Complaints.** AERC staff fielded 463 inquiries and filed 117 new complaints from January to November 2018. 25.24% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

<b>INQUIRIES AND NEW COMPLAINTS</b>						
	2013	2014	2015	2016	2017	November 2018
INQUIRIES	441	406	431	442	523	463
NEW COMPLAINTS	96	107	99	111	134	117
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.24%

**Pending Cases.** As of November 30, 2018, we have 84 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	November 2018
Total Cases Under Investigation	63	66	69	70	80	84



**Cases Over 240 Days Old.** As of November 30, 2018, 20 cases are over 240 days old, which is 23.8% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total November 2018 percentage is more than the 21.43% of over 240 cases which existed on 11/30/17. There are 9 cases open over 400 days old, which is 9.33% of our caseload.

## II. Budget:

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$57,700.00	\$5,419.00	110.37
Labor	\$692,970.50	\$0.00	\$598,064.60	\$94,905.90	86.30
Non-Labor	\$63,068.50	\$3,023.80	\$50,610.72	\$9,433.98	85.04
ICG	\$195,906.00	\$0.00	\$26,903.77	\$169,002.23	13.73
Expense Accounts	\$951,945.00	\$3,032.80	\$675,579.09	\$273,342.11	71.29
Balance	<b>\$899,664.00</b>	<b>\$3,023.80</b>	<b>\$617,879.09</b>	<b>\$278,761.11</b>	<b>69.02</b>

## III. Other Office Updates

**Staff Meetings.** AERC held a staff meeting on November 8<sup>th</sup>, where we discussed outreach opportunities for November, forum topics for a February 2019 public forum, intake and vacation schedules, 2018 case closure goals for November and Over 240 closure goals for the last quarter of 2018.

The lack of new commissioner appointments (there are 2 vacant spots) and upcoming need for three reappointments by February 2019 and for commissioner training were also discussed. There are three new commissioner applications pending in the Mayor’s office for which we have not been informed as to whether or not they are going to be approved by the Mayor’s office.

**AERC Staffing.** AERC is currently fully staffed with all 6 full-time positions filled.

## **IV. Outreach Report – November 2018**

### **Staff Outreach:**

**IT Coordinator Meeting:** On November 1<sup>st</sup>, Investigator Stephanie Jedlicka attended the IT Coordinator Meeting from 8:15 a.m. – 9:30 a.m. in the Mayor’s Conference Room.

**Stories Affecting Our Lives luncheon:** On November 1<sup>st</sup>, Executive Director Pamela Basler attended this year’s Diversity Luncheon hosted by multiple Community Partners. This panel discussion and luncheon was held at the Hotel Captain Cook on Wednesday, November 1, 2018, from 11:45 a.m. – 1:00 p.m.

**ACPRTF Meeting:** On November 9<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center. A presentation on Neighborhood Watch was given by APD CAP Officer Natasha Welch.

**AERC Commission meeting:** On November 8<sup>th</sup>, Executive Director Pamela Basler and Investigator Andrew Sundboom attended the regularly scheduled Commissioner Meeting. This meeting was from 6:00 p.m. – 7:00 p.m. in the Mayor’s Conference Room.

**PDS Review Meeting:** On November 26<sup>th</sup>, Executive Director Pamela Basler met with AERC Investigators to discuss best practices regarding pre-determination and private settlement agreements. Staff discussed Public Interest issues that may arise during negotiations and tactics to consider when negotiating PDS agreements and helping to facilitate private settlement agreements.

### **Commissioner Outreach:**

**Solidarity Event:** Commissioner Hess attended “Solidarity Event: Standing Together With the People of Pittsburgh”, following the attack on the Tree of Life Synagogue. This event was held at the Alaska Jewish Campus on Saturday, November 3<sup>rd</sup>, from 1:00 p.m. - 3:00 p.m.

**Modern Japanese History:** Commissioner Hess attended “Dr. Kaoru Ioikbe Presents Modern Japanese History” at University of Alaska Anchorage (UAA). This event was held at the UAA Campus Bookstore on Wednesday, November 7<sup>th</sup>, from 4:00 p.m. - 6:00 p.m.

**Leading from the Heart:** Commissioner Hess attended “Leading from the Heart: Activism, Identity & Community Empowerment”, a workshop led by world-renowned activist Winona LaDuke. This event was held at the UAA/AP Consortium Library on Thursday, November 8<sup>th</sup>, from 11:30 a.m.-1:30 p.m.

**The Next Energy Economy:** Commissioner Hess attended “Winona LaDuke: The Next Energy Economy”, Ms. LaDuke’s keynote address that closed out her week of events and workshops in Anchorage. This event was held at the Wendy Williamson Auditorium on Friday, November 9<sup>th</sup>, from 7:00p.m. -9:00 p.m.



**Stopping the Blitz:** Commissioner Hess participated in the “Stopping the Blitz: Coordinated Response to Christian Nationwide State Campaigns”, which focused on the current efforts to roll back or prevent equality at the state level for members of the LGBT community. This meeting was held via teleconference on Saturday, November 11th, from 11:00a.m. - 12:00 p.m.

**Tundra Visions:** Commissioner Hess attended “The Forgotten History of Fort Richardson’s Internment Camp”. The presentation, facilitated by Tundra Visions, focused on the temporary internment camp that was located at Fort Richardson, where Japanese-Americans from Alaska were interned during World War II before being transferred to internment camps in the continental United States. This meeting was held at the Mountain View Community Library on Thursday, November 15<sup>th</sup>, from 6:00 p.m. - 8:00 p.m.

**Urban in Alaska:** Commissioner Hess attended the 2018 Urban in Alaska Conference at UAA. The conference included breakout sessions for community partnership projects, and a Dialogues for Public Life workshop. This conference was held at the UAA Cuddy Center on Friday, November 16<sup>th</sup>, from 9:00 a.m. – 3:00 p.m.

**Hiland Mountain Lullaby Concert:** Commissioner Hess attended the 4<sup>th</sup> Hiland Mountain Lullaby Concert. Local musicians work with parents who are incarcerated at Hiland, and help them write songs for their children. The songs are recorded for a CD and performed in-concert in Hiland’s gym. This concert was held at the Hiland Mountain Correctional Center on Saturday, November 17th, from 1:00p.m. -3:00 p.m.

**Wool Sock Project:** Commissioner Hess attended “Photographer and Storyteller Mikey Huff: The Wool Sock Project and Exercises in Compassion”. Mikey Huff, founder of the Wool Sock Project, shared his experiences meeting members of the homeless community. The Wool Sock Project is a community-centered group with the objective to challenge preconceptions through shared experience. This event was held at the UAA Campus Bookstore on Monday, November 26th, 4:00 p.m. -6:00 p.m.

**Identity Board Meeting:** Commissioner Hess attended the monthly Board Meeting of Identity, Inc. This meeting was held at Identity’s Conference Room, Tuesday, November 27<sup>rd</sup>, from 5:30 p.m. - 7:00 p.m.

**NN Cannery & Spanish Flu Epidemic of 1919:** Commissioner Hess attended Katherine Ringsmuth and Tim R. Troll’s presentation on the 100<sup>th</sup> anniversary of the Spanish Influenza Pandemic in Alaska. The horrific disease arrived in Bristol Bay in 1919. The Alaska Packers Association's NN Cannery Hospital became the center point for relief efforts for cannery workers and the Native villages of Naknek, Ugashik, and New Savanoski where adult populations faced extinction. In response to the crisis, the NN cannery transformed into a makeshift orphanage to care for all of the children who lost their families to the flu. This event was held at the UAA Campus Bookstore on Thursday, November 29<sup>th</sup>, 4:00 p.m. -6:00 p.m.



**Commissioner Hess attended  
Winona LaDuke's presentation on  
The Next Energy Economy at UAA**

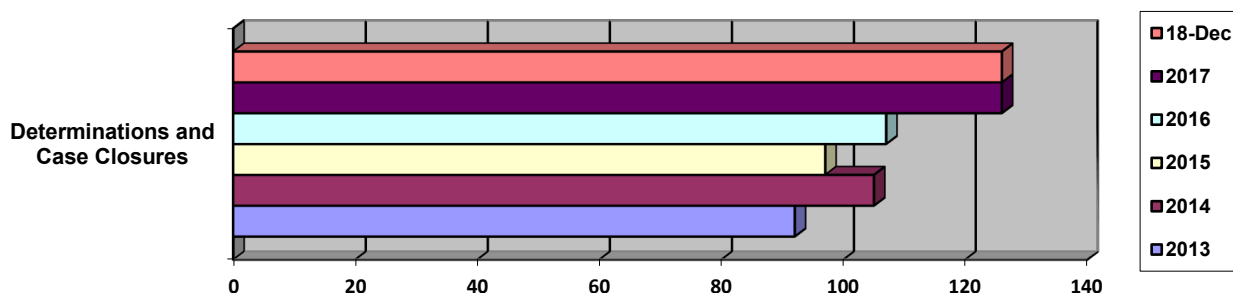
**ANCHORAGE EQUAL RIGHTS COMMISSION  
MEMORANDUM**

**DATE:** January 14, 2019  
**TO:** AERC Commissioners  
**FROM:** Pamela Basler, Executive Director  
**SUBJECT:** Executive Director’s Report as of December 31, 2018

**I. Case Status:**

**Case Closures.** AERC investigators issued determinations or closed 126 cases from January to December 2018.  $126/12= 10.5$  per month (>2018 goal of 8 closures per month).

<b>DETERMINATIONS AND CASE CLOSURES</b>						
	2013	2014	2015	2016	2017	Dec 2018
Total Determinations and Case Closures	92	105	97	107	126	126



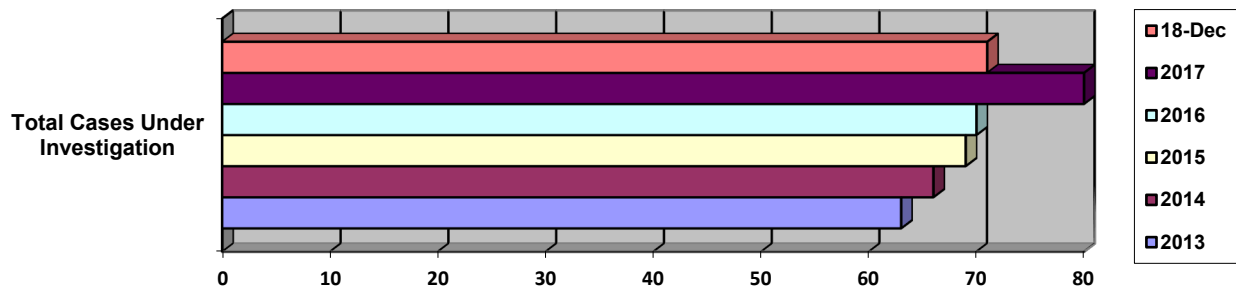
**EEOC Contract.** AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in EEOC’s Washington, D.C. office.

**Inquiries and New Complaints.** AERC staff fielded 498 inquiries and filed 119 new complaints from January to December 2018. 25.27% of our inquiries were converted into perfected complaints (>2018 goal of 12%).

<b>INQUIRIES AND NEW COMPLAINTS</b>						
	2013	2014	2015	2016	2017	December 2018
INQUIRIES	441	406	431	442	523	498
NEW COMPLAINTS	96	107	99	111	134	119
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%

**Pending Cases.** As of December 31, 2018, we have 71 open cases pending.

PENDING CASES						
	2013	2014	2015	2016	2017	December 2018
Total Cases Under Investigation	63	66	69	70	80	71



**Cases Over 240 Days Old.** As of December 31, 2018, 18 cases are over 240 days old, which is 25.35% of the agency’s caseload and more than our goal percentage (>2018 goal of <20% cases over 240 days old). The total December 2018 percentage is more than the 16.25% of over 240 cases which existed on 12/31/17. There are 4 cases open over 400 days old, which is 5.6% of our caseload.

## II. Budget:

2018 Budget to Actuals are below. Further ICG charges and other year-end charges may eventually be posted to the 2018 budget. The 2019 budget as approved by the Assembly is also set out below.

### AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
<b>Revenue</b>	-\$52,281.00	\$0.00	-\$68,900.00	\$16,619.00	131.79
<b>Labor</b>	\$692,970.50	\$0.00	\$652,396.44	\$40,574.06	94.14
<b>Non-Labor</b>	\$63,068.50	\$5,691.26	\$52,354.35	\$5,022.89	92.04
<b>ICG</b>	\$195,906.00	\$0.00	\$117,609.52	\$78,296.48	60.03
<b>Expense Accounts</b>	\$951,945.00	\$5,691.26	\$822,360.31	\$123,893.42	86.99
<b>Balance</b>	<b>\$899,664.00</b>	<b>\$5,691.26</b>	<b>\$753.460.31</b>	<b>\$140.512.43</b>	<b>84.38</b>

### AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
<b>Revenue</b>	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0.00
<b>Labor</b>	\$720,140.00	\$0.00	\$0.00	\$720,140.00	0.00
<b>Non-Labor</b>	\$27,596.00	\$0.00	\$0.00	\$27,596.00	0.00

ICG	\$195,997.00	\$0.00	\$0.00	\$195,997.00	0.00
Expense Accounts	\$943,733.00	\$0.00	\$0.00	\$943,733.00	0.00
Balance	<b>\$891,452.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$891,442.00</b>	<b>0.00</b>

### III. Other Office Updates

**Staff Meetings.** An earthquake recovery staff meeting was held on December 3<sup>rd</sup>. Staff expressed concerns that after the November 30<sup>th</sup> earthquake hit: 1) the emergency lights in the office did not go on once the power cut out; 2) it was unclear where evacuees should go next when it turned out that the Dena'ina Center was locked and thus the evacuees suffered having to stand in the middle of the street on 7<sup>th</sup> Avenue next to the sheets of glass comprising the front side of the Dena'ina Center during the first big aftershock after the 7.0 earthquake; 3) it was unclear at the time who was in charge of MOA City Hall evacuees (we were later informed it was Karen Norsworthy, ER Director), and the person releasing everyone (Alden Thern) did not identify himself or state on who's authority he was releasing everyone, and; 4) staff wanted the seals checked on the corner windows in the office to make sure the windows were not damaged and the office inspected for structural integrity and all of the drywall cracks repaired. These concerns were forwarded to MOA management and we have been informed building management will be doing repairs from the 8<sup>th</sup> floor down to the 1<sup>st</sup> floor at their cost over the next few months, but we have not had a meaningful response to our expressed concern that the Dena'ina Center is not the ideal evacuation site in a large earthquake emergency or been informed as to what kind of review and updating to the City Hall emergency evacuation plan is going to be undertaken.

AERC held a staff meeting on December 14<sup>th</sup>, where we discussed outreach opportunities for January and February 2019, forum topics for a February 2019 public forum, intake and vacation schedules, 2018 case closure goals for December and Over 240 closure goals for 2018. We also celebrated the achievement of and surpassing of many of our 2018 case intake, inquiry and closure goals. Thank you to staff for working so hard in 2018 to meet our case goals, complete the office remodel in September, and hire and train new staff!

The lack of new commissioner appointments (there are 2 vacant spots) and upcoming need for three reappointments by February 2019 and for commissioner training were also discussed. We were recently informed that two new commissioner applications pending in the Mayor's office and two reappointments have been approved by the Mayor's office and will be up for Assembly approval at their next meeting in January 2019.

**AERC Staffing.** AERC is currently fully staffed with all 6 full-time positions filled.

### **IV. Outreach Report – December 2018**

#### **Staff Outreach:**

**HLB Overview Conversation:** On December 12<sup>th</sup>, Executive Director Pamela Basler attended an HLB Overview Conversation regarding People Mover routing and services to the public. This meeting was held in the Mayors Conference Room from 2:30 p.m. – 3:30 p.m.

**Identifying Systematic Cases:** On December 12<sup>th</sup>, AERC Investigators participated in an online webinar administered by the Equal Employment Opportunity Commission (EEOC) which

discussed techniques to identify possible systemic discrimination cases. This online webinar was held by the EEOC from 10:00 a.m. – 11:00 p.m. in the AERC Conference Room.

**ACPRTF Meeting:** On December 14<sup>th</sup>, Intake/Outreach Coordinator Joshua Blalock attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center. A Holiday Potluck, followed by yearly elections were held.

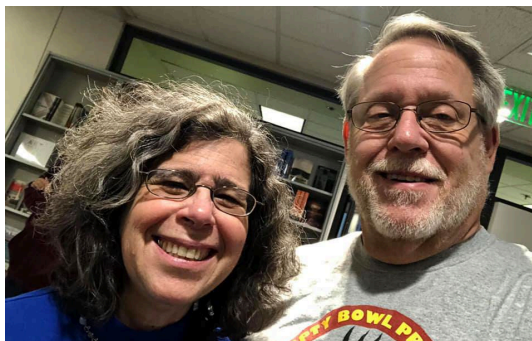
**IAOHRA Meeting:** On December 21<sup>st</sup>, Executive Director Pamela Basler attended an IAOHRA Board Meeting via Conference Call from 12:00 p.m. – 1:00 p.m.

**IAOHRA Meeting:** On December 28<sup>th</sup>, Executive Director Pamela Basler attended an IAOHRA Orlando 2019 National Conference planning meeting via Conference Call from 12:30 p.m. – 2:00 p.m.

### **Commissioner Outreach:**

**Eyes Closed Book Signing:** Commissioner Hess attended the “Eyes Closed Book Signing” event. This event featured 16 young Anchorage residents whose photo and dreams were included on the Eyes Closed panels located at the Anchorage Museum, Mountain View Library and Loussac Library, who were recognized at the book launch for the project, where they signed copies of the book. This event was held at the Anchorage Museum Atrium on Friday, December 7<sup>th</sup>, from 6:00 p.m. - 7:00 p.m.

**900th Event Reception and Power & Peril Upon Shakespeare’s Roads:** Commissioner Hess attended a reception celebrating the 900th event at the UAA Campus Bookstore and Dr. Sharon Emmerich’s presentation “Traversing Monstrosity: Power and Peril Upon Shakespeare’s Roads”. Dr. Emmerich’s presentation focused on how women were portrayed and treated by society in Shakespeare’s time. This event was held at the UAA Campus Bookstore on Wednesday, December 8<sup>th</sup>, from 12:00 p.m. - 3:00 p.m.



**Commissioner Hess with Rachel Epstein,  
the Events Coordinator, at the UAA Campus  
Bookstore’s 900<sup>th</sup> Event Reception**