

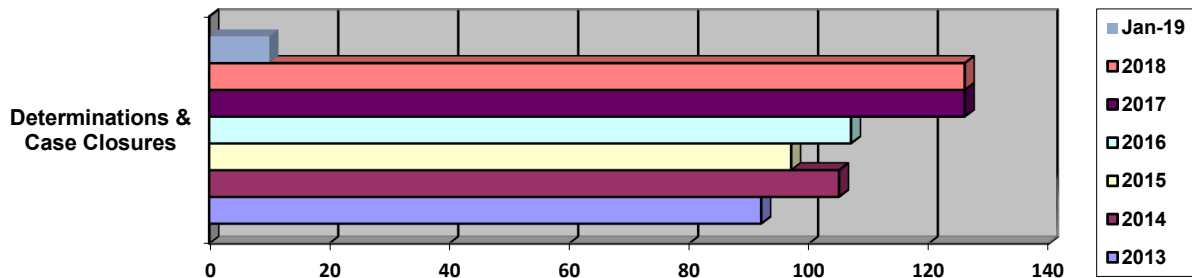
**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: February 12, 2019
TO: AERC Commissioners
FROM: Pamela Basler, Executive Director
SUBJECT: Executive Director’s Report as of January 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 10 cases in January 2019. 10/1= 10 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							January 2019
	2013	2014	2015	2016	2017	2018	
Total Determinations and Case Closures	92	105	97	107	126	126	10



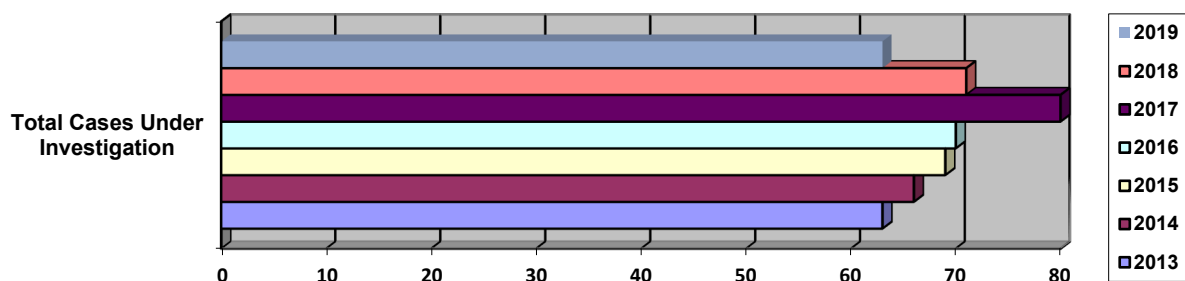
EEOC Contract. AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in EEOC’s Washington, D.C. office.

Inquiries and New Complaints. AERC staff fielded 32 inquiries and filed 1 new complaint in January 2019. 3.12% of our inquiries were converted into perfected complaints (<2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	2019
INQUIRIES	441	406	431	442	523	498	32
NEW COMPLAINTS	96	107	99	111	134	119	1
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	3.12%

Pending Cases. As of January 31, 2019, we have 63 open cases pending.

		PENDING CASES							
		2013	2014	2015	2016	2017	2018	January 2019	
Total Cases Under Investigation		63	66	69	70	80	71	63	



Cases Over 240 Days Old. As of Jan. 31, 2019, 19 cases are over 240 days old, which is 30.16% of the agency’s caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). The total January 2019 percentage is more than the 21.05% of over 240 cases which existed on 1/31/18. There are 7 cases open over 400 days old, which is 11.1% of our caseload.

II. Budget:

2018 Budget to Actuals are below. Further ICG charges and other year-end charges may still be posted to the 2018 budget. The 2019 Budget to Actuals report is also set out below:

AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$68,900.00	\$16,619.00	131.79
Labor	\$692,970.50	\$0.00	\$644,911.87	\$48,058.63	93.06
Non-Labor	\$63,068.50	\$3,084.80	\$55,055.81	\$4927.89	92.19
ICG	\$195,906.00	\$0.00	\$158,640.16	\$37,265.84	80.98
Expense Accounts	\$951,945.00	\$3,084.80	\$858,607.84	\$90,252.36	90.52
Balance	\$899,664.00	\$3,084.80	\$789,707.84	\$140,512.43	88.12

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0.00
Labor	\$720,140.00	\$0.00	\$60,324.76	\$659,815.24	8.38
Non-Labor	\$27,596.00	\$2,100.00	\$724.38	\$24,771.62	10.23
ICG	\$195,997.00	\$0.00	\$82.10	\$195,914.90	0.04
Expense Accounts	\$943,733.00	\$0.00	\$61,131.24	\$880,501.76	6.70
Balance	\$891,452.00	\$2,100.00	\$61,131.24	\$828,220.76	7.09

III. Other Office Updates

Staff Meetings. City Hall Building management did repairs from the 8th floor down to the 1st floor at their cost over the three months after the earthquake and we have recently had the majority of the damage to the drywall in our office repaired. We are awaiting an update to our expressed concern that the Dena'ina Center is not the ideal evacuation site in a large earthquake emergency and for information about what kind of review and updating to the City Hall emergency evacuation plan is going to be undertaken by the MOA.

AERC held a staff meeting on January 23rd, where we discussed outreach opportunities for February 2019, tabling at the Meet the World event during Fur Rondy, the compilation of our Annual Report in the first quarter of 2019, the forum topic of sexual harassment set for a February 15, 2019, public forum at UAA with partners UAA and Alaska Legal Services, intake and vacation schedules, 2019 case intake and closure goals and 2019 Over 240 closure goals.

We are pleased to announce the appointment of and welcome two new commissioners, Commissioners Olmos and Minaei, who were appointed by the Mayor in January 2019 and attended our January 2019 AERC Commissioner meeting and also our January retreat, where we worked on our upcoming 5-year strategic plan for 2020-2024. The Mayor also reappointed Commissioners Pace and Heany-Mead in January 2019 to new 3-year terms, who are our newly elected Chair and Vice-Chair. Congratulations, Commissioners!

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

IV. Outreach Report – January 2019

Staff Outreach:

IAOHRA Meeting: On January 11th, Executive Director Pamela Basler attended an IAOHRA Board Meeting via Conference Call from 12:00 p.m. – 1:00 p.m.

ACPRTF Meeting: On January 11th, 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 regarding an Active Shooter situation was given by APD Sergeant Mark Huelskoetter.

Diversity Community Health Awareness Day: On January 12th, Intake/Outreach Coordinator Joshua Blalock helped staff the AERC table at the 4th Annual Diversity Community Health Awareness Day event. Commissioners and Staff provided information to the public regarding AERC services.

IAOHRA Meeting: On January 18th, Executive Director Pamela Basler attended an IAOHRA February Washington, D.C. Board meeting Planning Committee meeting via Conference Call from 12:00 p.m. – 1:00 p.m.

IAOHRA Meeting: On January 24th, 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.

AERC Commission Meeting: On January 24th, Executive Director Pamela Basler and Investigator Stephanie Jedlicka staffed the regularly scheduled Commissioner Meeting. This meeting was from 6:00 p.m. – 7:00 p.m. at the Assembly Members Conference Room.

AERC Retreat: On January 26th, Executive Director Pamela Basler and Investigator Stephanie Jedlicka staffed the annual Commissioner Retreat. Agenda items included Municipal Clerk Barbara Jones administering the oath of office to newly appointed and reappointed AERC Commissioners. This meeting was from 10:00 a.m. – 12:00 p.m. at the Assembly Members Conference Room.

Assembly Meeting: On January 29th, Executive Director Pamela Basler attended part of an Assembly Meeting, at the Loussac Library Assembly Chambers, from 5:00 p.m. – 6:00 p.m.

Tradition Tuesday: On January 29th, Executive Director Pamela Basler and Investigator Gita Franklin attended the Jamaican Community event which featured Jamaican cultural and traditional information, from 6:00 p.m. - 7:00 p.m. at the Loussac Library.

Commissioner Outreach:

Many People, Many Voices, One Harmony: Commissioner Hess attended “Many People, Many Voices, One Harmony” hosted by Anchorage Faith & Action Congregations Together (AFACT), celebrating AFACT’s 15 years of community empowerment and engagement. AFACT works in marginalized communities in Anchorage to engage with and train community leaders. This event was held at St Mary’s Church on Friday, January 11th, from 5:00 p.m. - 7:00 p.m.

Diversity Community Health Awareness Day: Commissioner Hess helped staff the Ombudsman and Welcoming Anchorage table at the 4th Annual Diversity Community Health Awareness Day event. Over 20 community organizations participated. This event was held at the Loussac Library Atrium, on Saturday, January 12th, from 12:00 p.m. – 4:00 p.m.

Diversity Community Health Awareness Day: Commissioner Hess, Commissioner McDermid, and Commissioner Heaney – Mead helped staff the AERC table at the 4th Annual Diversity Community Health Awareness Day event. Commissioners and Staff provided information to the public and helped the public make buttons for the event. This event was held at the Loussac Library Atrium, on Saturday, January 12th, from 12:00 p.m. – 4:00 p.m.

NAACP Meeting: Commissioner Hess attended the January membership meeting of NAACP Anchorage Unity 1000. This event was held at The Guest House Conference Room on Monday, January 14th, from 6:00 p.m.-7:00 p.m.

2019 MLK Holiday Commemoration: Commissioner Hess attended the 2019 Martin Luther King, Jr. Holiday Commemoration at West High. This year’s theme was “Guardians of the Dream”. This event was held at West Anchorage High School Auditorium on Sunday, January 20th, from 3:00p.m. -5:00 p.m.

Pecha Kucha night: Commissioner Olmos attended Pecha Kucha night, which was organized by Alaska Design Forum. During the event, architects, artists, industrial designers, photographers and others showed their work in a rapid-fire presentation consisting of 20 images, with each

image shown and discussed for just 20 seconds. Commissioner Olmos was one of the presenters for the night. This event was held at the Anchorage Museum on Wednesday, January 16th, from 7:00 p.m. – 9:00 p.m.

Climate Action Plan Workshop: Commissioner Minaei attended the Climate Action Plan Workshop where community members help make policies to protect the environment and help with change within the Anchorage community. This event was held at the Mountain View Library on Tuesday, January 22nd, from 5:00 p.m. - 8:00 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, January 22nd, from 5:30 p.m. - 7:00 p.m.

Project Homeless Connect: Commissioner Hess was the lead of the check-out section at Project Homeless Connect for the 11th year. Over 700 individuals were served this year. This event was held at the Egan Civic & Convention Center on Wednesday, January 23rd, 8:00 a.m. -4:00 p.m.

AERC Commission Meeting: AERC Commissioners attended the regular AERC Commission meeting. This meeting was held in the Assembly Members Conference room, Thursday, January 24th, 6:00 p.m. – 7:00 p.m.

Naturalization Ceremony: Commissioner Minaei was a guest speaker at the Fitzgerald Federal Courthouse at their immigration and Naturalization ceremony. This event was held at the Fitzgerald Federal Courthouse on Friday, January 25th, from 11:00 a.m. - 12:30 p.m.

Identity's Winter Fundraiser: Commissioner Hess attended and assisted with Identity's Winter Fundraiser at the Williwaw, which raised money to support Identity's programs in the community. This event was held at Williwaw Social on Friday, January 25th, from 7:00 p.m. - 10:00 p.m.

AERC Retreat: AERC Commissioners attended the annual Commissioner Retreat. Agenda items included Municipal Clerk Barbara Jones administering the oath of office to newly appointed and reappointed AERC Commissioners. This meeting was held at the Assembly Members Conference room, Saturday, January 26th, 10:00 a.m. – 12:00 p.m.

Progressive Summit: Commissioner Minaei attended an all-day planning meeting to discuss ways to have better results during elections. This event was held at APU Atwood Center on Saturday, January 26th, from 8:00 a.m. - 4:00 p.m. This event was on the same day as the AERC Retreat which Commissioner Minaei was also able to attend.

Welcoming Anchorage Meeting: Commissioner Minaei and Commissioner Hess attended a core team strategy meeting to discuss the future and plans of Welcoming Anchorage in the coming year. This meeting was held in the Mayor's Conference Room on Monday, July 28th, from 3:00 p.m. - 4:30 p.m.

Tradition Tuesday: Commissioner Minaei attended and helped with set-up at the Tradition Tuesday Jamaican Community event which featured the Jamaican culture and traditions. Commissioner Minaei helped with set up and attended this event at the Loussac Library on Tuesday, January 29th, from 5:00 p.m. until 7:00 p.m.



2019 AERC Commissioners Photo



Municipal Clerk Barbara Jones administering the oath of office to newly appointed and reappointed AERC Commissioners.

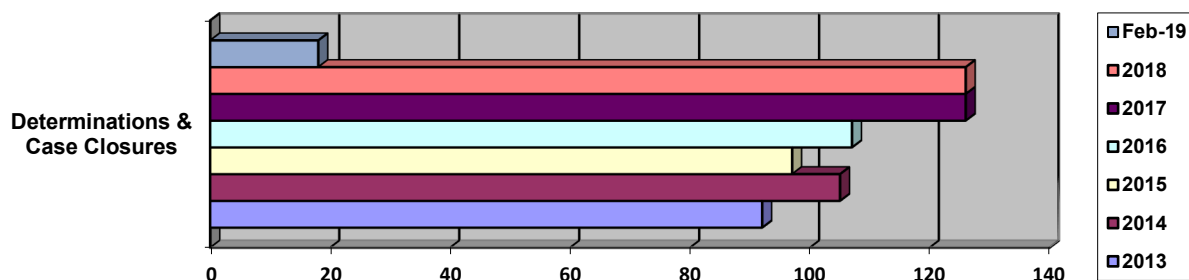
**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: March 11, 2019
TO: AERC Commissioners
FROM: Pamela Basler, Executive Director
SUBJECT: Executive Director’s Report as of February 28, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 18 cases from January to February 2019. 18/2= 9 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							Feb 2019
	2013	2014	2015	2016	2017	2018	
Total Determinations and Case Closures	92	105	97	107	126	126	18



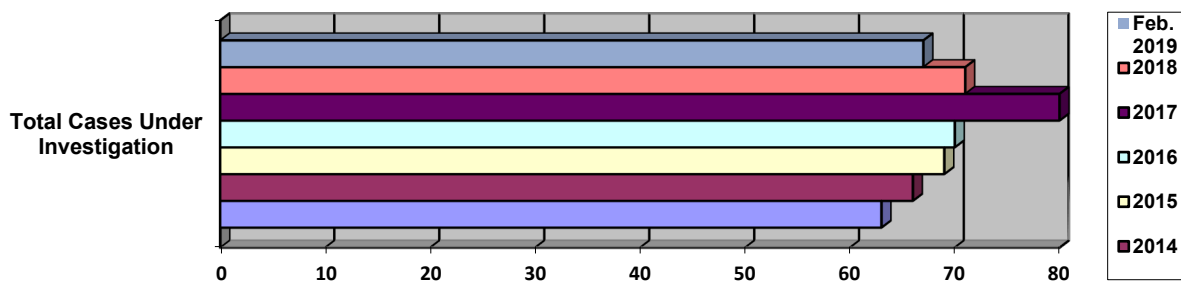
EEOC Contract. AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in EEOC’s Washington, D.C. office. AERC recently learned that EEOC is increasing the per case reimbursement amount for these contracted cases and that the FEPA contracts will be issued later than normal but still will go out sometime this spring.

Inquiries and New Complaints. AERC staff fielded 63 inquiries and filed 12 new complaints from January to February 2019. 19.05% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							Feb. 2019
	2013	2014	2015	2016	2017	2018	
INQUIRIES	441	406	431	442	523	498	63
NEW COMPLAINTS	96	107	99	111	134	119	12
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	19.05%

Pending Cases. As of February 28, 2019, we have 67 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	Feb. 2019
Total Cases Under Investigation	63	66	69	70	80	71	67



Cases Over 240 Days Old. As of February 28, 2019, 18 cases are over 240 days old, which is 26.87% of the agency's caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). The total February 2019 percentage is more than the 20.58% of over 240 cases which existed on 2/28/18. There are 7 cases open over 400 days old, which is 11.1% of our caseload.

II. Budget:

2018 Budget to Actuals are below. Further ICG charges and other year-end charges may still be posted to the 2018 budget.

AERC was recently asked to submit possible cuts for 1st Quarter 2019 budget adjustments to assist the MOA in a possible \$10 million budget shortfall. Some revenue increases and non-labor reductions were submitted. Our ability to timely process cases will be severely hampered if any of our 6 staff positions are cut. The 2019 Budget to Actuals report is also set out below:

AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$68,900.00	\$16,619.00	131.79
Labor	\$692,970.50	\$0.00	\$644,911.87	\$48,058.63	93.06
Non-Labor	\$63,068.50	\$3,023.80	\$55,116.81	\$4,927.89	92.19
ICG	\$195,906.00	\$0.00	\$176,431.80	\$19,474.20	90.06
Expense Accounts	\$951,945.00	\$3,023.80	\$876,460.48	\$72,460.72	92.39
Balance	\$899,664.00	\$3,023.80	\$807,560.48	\$89,079.72	90.10

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	\$0.00	-\$52,281.00	0.00
Labor	\$720,140.00	\$0.00	\$115,265.72	\$604,874.28	16.01
Non-Labor	\$27,596.00	\$1,956.25	\$3,337.72	\$22,302.03	19.18
ICG	\$195,997.00	\$0.00	\$163.86	\$195,833.14	0.08
Expense Accounts	\$943,733.00	\$1,956.25	\$118,767.30	\$823,009.45	12.79
Balance	\$891,452.00	\$1,956.25	\$118,767.30	\$770,728.45	13.54

III. Other Office Updates

Staff Meetings. City Hall Building management did repairs from the 8th floor down to the 1st floor at their cost over the three months after the earthquake and we have recently had the majority of the damage to the drywall in our office repaired. We are still awaiting an update to our expressed concern that the Dena’ina Center is not the ideal evacuation site in a large earthquake emergency and for information about what kind of review and updating to the City Hall emergency evacuation plan is going to be undertaken by the MOA.

AERC held staff meetings on February 8th and 28th, where we discussed outreach opportunities for February and March 2019, tabling at the Meet the World event during Fur Rondy, completing the compilation of our Annual Report in the first quarter of 2019, the forum topic of sexual harassment in the workplace, housing and higher education set for February 15, 2019, at a public forum at UAA with partners UAA and Alaska Legal Services, attending the IAOHRA annual board meeting in D.C. the week of February 18th, participation in the YWCA’s Stand Against Racism in April, being a panel member at a Fair Housing “City Rising” event in April, intake and vacation schedules, 2019 case intake and closure goals and 2019 Over 240 closure goals.

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

IV. Outreach Report – February 2019

Staff Outreach:

IAOHRA Meeting: On February 14th, Executive Director Pamela Basler participated in an IAOHRA Planning Committee meeting for the 2019 IAOHRA Conference which will mark 70 years of the association’s existence via Conference Call from 12:30 p.m. – 1:30 p.m.

“Your Rights to be Harassment Free”: Executive Director Pamela Basler and Investigator Stephanie Jedlicka presented information in a panel discussion about sexual harassment in housing, the workplace, and higher education, which was moderated by Intake and Outreach Coordinator Joshua Blalock. This event was held at the UAA Multicultural Center on Friday, February 15th, from 11:30 a.m. – 1:30 p.m. with partners UAA and Alaska Legal Services.

IAOHRA 2019 Board meeting: From February 18th through February 22nd, Executive Director Pamela Basler attended the IAOHRA Board of Directors annual Strategic Planning meeting in Washington DC as the Western Region Representative of the organization. This Directors
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meeting entailed multiple meetings with Washington DC federal partners and visits with United States legislators.

Meet the World: On February 23rd, Investigator Gita Franklin and Intake/Outreach Coordinator Joshua Blalock helped staff the AERC table at the Meet the World event. Executive Director Pamela Basler also attended the event. This event gives community members the opportunity to learn more about other cultures within the Anchorage community. Commissioners and Staff provided information to the public regarding AERC services. This event was from 11:30 a.m. – 4:30 p.m. at the at Egan Civic & Convention Center.

Commissioner Outreach:

West High Regional Contest: Commissioner Olmos attended the Regional Declamation and Impromptu/Dialogues Contest. This contest gives students an opportunity to compete in multiple judged events. This event was held at West High School on Saturday, February 2nd, from 8:30 a.m. – 1:00 p.m.

World Hajib Day 2019: Commissioner Hess attended the World Hajib Day 2019 event at the Loussac Library, hosted by members of the Islamic Community Center of Alaska. The purposed of World Hajib Day is to educate and dispel stereotypes and myths regarding the Hajib and Islam. This event was held at the Loussac Library Atrium on Saturday, February 2nd, from 1:00 p.m. - 3:00 p.m.

“Read by Age 9 Meeting”: Commissioner Minaei attended the “Read by Age 9” meeting to discuss Governor Dunleavy’s education cuts and proposals. This meeting was held at a local Starbucks Conference Room on Thursday, February 7th, from 11:00 a.m. 1:00 p.m.

Social Equity and Inclusion Workshop: Commissioner Pace and Commissioner Olmos attended and participated in the Social Equity and Inclusion Workshop. This workshop consists of a series of incremental activities that helps participants to celebrate their similarities and differences, recognize misinformation they have learned about various groups, including their own, learn more and reevaluate personal attitudes and behaviors that are based on the impact of prejudice and discrimination, claim pride in their group identities, understand the personal impact of discrimination through personal stories, and learn hands-on tools for dealing effectively with offensive remarks and behaviors. This workshop was held at UAA on Friday, February 8th, from 1:00 p.m. – 5:00 p.m.

FREE HIV/STD Testing: Commissioner Hess assisted the Municipality of Anchorage Department of Health, 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, February 9th, from 1:30 p.m. - 4:00 p.m.

Drag Story Time: Commissioner Hess attended Drag Story Time for Teens & Adults at the Loussac Library. This event was held at the Wilda Marston Theatre on Saturday, February 9th, from 4:00 p.m. – 5:00 p.m.

EWOC Meeting: Commissioner Minaei attended the Empowering Women of Color (EWOC) meeting to help women of color and immigrants improve their ability to become activists. This meeting was held at the Business Boutique on Thursday, February 14th, from 6:00 p.m. 8:00 p.m.

“Your Rights to be Harassment Free”: Commissioner Hess attended the “Your Rights to be Harassment Free” public forum. Commissioner Olmos and Commissioner Minaei helped table at the event and provided information to individuals regarding AERC services. The event featured a panel discussion on the topic and resources/organizations that are available to assist persons who have experienced harassment in housing, the workplace, and higher education. AERC organized the event and partnered with Alaska Legal Services, UAA Multicultural Center, UAA Justice Department, and UAA Office of Equity and Compliance. This event was held at the UAA Multicultural Center on Friday, February 15th, from 11:30 a.m. -1:30 p.m.

An American Dream: Commissioner Minaei attended the Alaskan premiere of a modern masterpiece set in the wake of Pearl Harbor and the executive order authorizing the internment of Japanese Americans. This gripping piece of musical theater was about two families bound by secrets and intertwined by discrimination and xenophobia during World War II, relates poignantly to current event, with connections to our Japanese, Jewish and Alaska Native communities. An exhibition before the show from local civic organizations such as Anchorage Bridge Builders, The Center for Japanese Language and culture, and ACLU set the stage for the powerful production. The discussion afterwards with the composer, cast and the community representatives took the drama beyond the stage. This event was held at Sydney Laurence Theatre & Voth Hall on Friday, February 15th, from 7:00 p.m. -9:30 p.m.

Eyes Closed Book’s Celebrity Reading: Commissioner Olmos attended the Eyes Closed Book’s Celebrity Reading. Commissioner Olmos and Shirley Mae are the co-creators of the Eyes Closed Exhibit featuring 19 children’s stories, as well as their dreams and aspirations for themselves and our community. Informational panels are strategically placed throughout the city of Anchorage, introducing diversity in a symbolic way, and promoting cross-cultural understanding through an artistic form. This event was held at The Writer’s Block Bookstore & Café on Friday, February 15th, from 6:30 p.m. – 9:00 p.m.

Bettye Davis African American Summit: Commissioner Hess attended the morning sessions of the first annual Bettye Davis African American Summit. The summit featured topic-focused panel discussions of several topics, including healthcare, workforce development, education, and justice. This event was held at Clark Middle School on Saturday, February 16th, from 9:00 a.m. - 1:00 p.m.

Follow Rivers: Commissioner Hess attended “Follow Rivers”, a Black History Month series of events, focused on the stories of local African American pioneers and trailblazers. This session feature the long-time president of Unite Here, Marvin Jones, who spoke of his organization’s decade long labor struggle with two local hotels. This event was held at the Fairview Recreation Center on Saturday, February 16th, from 1:00 p.m. -2:00 p.m.

An American Dream: Commissioner Hess attended a performance of the modern opera, “An American Dream” the story of a young Japanese-American Nisei woman and a European Jewish refuge from Nazism, and how their lives and experiences intersect. Several social justice organizations had tables in Voth Hall before and after the performance, and the cast and crew held a “talk-back” session with the public after the performance. This event was held at Sydney Laurence Theatre & Voth Hall on Saturday, February 16th, from 7:00 p.m. -9:30 p.m.

Identity Youth: Commissioner Hess attended part of the “Identity Youth: 2019 Youth Leadership Retreat”, where I had an opportunity to speak with several LGBTQ+ youth about community organizing and activism. This event was held at Port View Room at the 4th Avenue Market Place on Monday, February 18th, from 11:00 a.m. -1:00 p.m.

Sugihara Survivors: Commissioner Hess and Commissioner Minaei attended “Sugihara Survivors: Jewish and Japanese, Past and Present”. The Japanese American Day of Remembrance event commemorated the anniversary of President Franklin Roosevelt signing Executive Order 9066 on February 19, 1942. The executive order allowed the internment of over 100,000 Japanese Americans, and is considered one of the most egregious civil liberties violations in American history. The event focused on the story of Chiune Sugihara, the Japanese Vice-Counsel in Lithuania, who issued thousands of visas to Jewish refugees, saving them from certain death. Although punished by his government, his reputation in Japan was eventually rehabilitated, and the Israeli movement declared him to be “Righteous Among the Nations”. This event was held at the Wilda Marston Theatre on Tuesday, February 19th, from 6:00 p.m. -8:00 p.m.

Meet the World: Commissioner Hess staffed the Welcoming Anchorage table, Commissioner Minaei staffed the Persian table, and Commissioner Olmos staffed the Mexican table at the “Meet the World” event. All three Commissioners helped staff the AERC table and provided information to the public regarding AERC services. The “Meet the World” event brings together multiple cultural communities in Anchorage, and provides an opportunity for them to share their cultures and interact with and educate the public. This was the first year that Identity, PFLAG, the Islamic Community Center of Alaska, and Congregation Beth Shalom participated in the event. This event was held at the Egan Center on Saturday, February 23rd, from 11:30 a.m. -4:30 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, February 26th, from 5:30 p.m. - 7:00 p.m.

Tradition Tuesday: Commissioner Minaei attended the Tradition Tuesday Mongolian Community event which featured the Mongolian culture and traditions. This event was held at the Loussac Library on Tuesday, February 26th, from 6:00 p.m. until 7:00 p.m.

Frozen in History: Commissioner Hess attended “Frozen in History”, Tundra Visions History Consultants’ kick-off event for their Thursday evening history series at the Mount View Community Library. The event focused on the story of the famed African American Army engineers who helped construct the ALCAN Highway during World War II. This event was held at the Mountain View Community Library on Thursday, February 28th, 6:00 p.m. -7:30 p.m.



Commissioner Hess at the “Meet the World” event in a picture with community members



Commissioners and Staff tabling at the “Your Rights to be Harassment Free” event

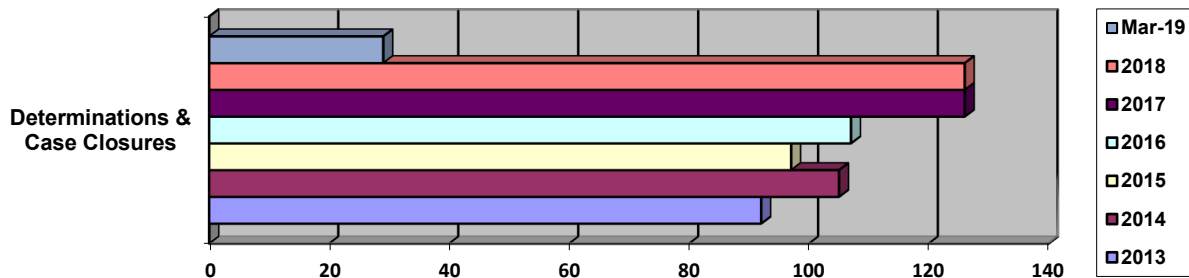
**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: April 18, 2019
TO: AERC Commissioners
FROM: Pamela Basler, Executive Director
SUBJECT: Executive Director’s Report as of March 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 29 cases from January to March 2019. $29/3= 9.67$ per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	March 2019
Total Determinations and Case Closures	92	105	97	107	126	126	29



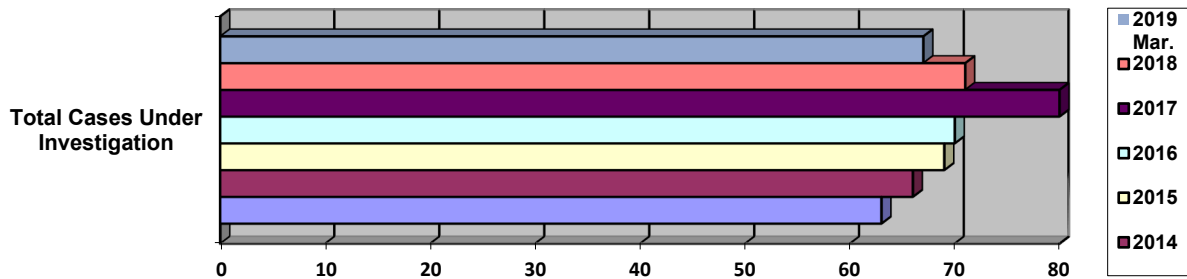
EEOC Contract. AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in EEOC’s Washington, D.C. office. AERC recently learned that EEOC is increasing the per case reimbursement amount for these contracted cases and that the FEPA contracts will be issued later than normal because of the shutdown but still will go out sometime this spring.

Inquiries and New Complaints. AERC staff fielded 105 inquiries and filed 23 new complaints from January to March 2019. 21.9% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	March 2019
INQUIRIES	441	406	431	442	523	498	105
NEW COMPLAINTS	96	107	99	111	134	119	23
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	21.9%

Pending Cases. As of March 31, 2019, we have 67 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	March 2019
Total Cases Under Investigation	63	66	69	70	80	71	67



Cases Over 240 Days Old. As of March 31, 2019, 22 cases are over 240 days old, which is 32.8% of the agency’s caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). The total March 2019 percentage is more than the 26.03% of over 240 cases which existed on 3/31/18. There are 9 cases open over 400 days old, which is 13.4% of our caseload.

II. Budget:

The 2018 Budget to Actuals report is set out below. Further ICG charges and other year-end charges may still be posted to the 2018 budget:

AERC YTD 2018 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$68,900.00	\$16,619.00	131.79
Labor	\$692,970.50	\$0.00	\$644,911.87	\$48,058.63	93.06
Non-Labor	\$63,068.50	\$3,023.80	\$55,116.81	\$4,927.89	92.19
ICG	\$195,906.00	\$0.00	\$176,431.80	\$19,474.20	90.06
Expense Accounts	\$951,945.00	\$3,023.80	\$876,460.48	\$72,460.72	92.39
Balance	\$899,664.00	\$3,023.80	\$807,560.48	\$89,079.72	90.10

The Assembly will take up 1st quarter 2019 budget adjustments at its 4/23/19 meeting. To date, there are no changes proposed to AERC’s 2019 current budget. The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	-\$8,625.52	\$0.00	-\$43,655.48	16.50
Labor	\$720,140.00	\$0.00	\$198,490.55	\$521,649.45	27.56
Non-Labor	\$27,596.00	\$3,256.25	\$3,428.95	\$20,910.80	24.23
ICG	\$195,997.00	\$0.00	\$287.96	\$195,709.04	0.15
Expense Accounts	\$943,733.00	\$3,256.25	\$202,207.46	\$738,269.29	21.77
Balance	\$891,452.00	-\$5,369.27	\$202,207.46	\$694,613.81	22.08

III. Other Office Updates

Staff Meetings. City Hall Building management did repairs from the 8th floor down to the 1st floor at their cost over the past 4 ½ months since the earthquake and we have recently had almost the last of the damage to the drywall in our office repaired and repainted. We are still awaiting a response from the Municipal Manager to our expressed concern that the Dena’ina Center is not the ideal evacuation site in a large earthquake emergency and for information about what kind of review and updating to the City Hall emergency evacuation plan is going to be undertaken by the MOA.

AERC held a staff meeting on March 15th, where we discussed outreach opportunities for March and April, finalizing our 2018 Annual Report and an Outreach Plan for 2019, participation in the YWCA’s Stand Against Racism week in April, in which AERC is co-sponsoring an event on racism with the Y on 4/22, the Fair Housing “City Rising” events in April, upcoming EEOC and IAOHRA summer conferences, intake and vacation schedules, and 2019 case intake and closure goals and 2019 over 240 closure goals.

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

IV. Outreach Report – March 2019

Staff Outreach:

IAOHRA Meeting: On March 8th, Executive Director Pamela Basler attended an IAOHRA Board Meeting via Conference Call from 12:00 p.m. – 1:30 p.m.

AERC Commission Meeting: On March 21st, Executive Director Pamela Basler, Investigator Stephanie Jedlicka, and Intake and Outreach Coordinator Joshua Blalock staffed the regularly scheduled Commissioner Meeting. Joshua Blalock provided a brief presentation to Commissioners on the proposed AERC 2019 Outreach Plan, which was approved. This meeting was from 6:00 p.m. – 7:00 p.m. at the Assembly Members Conference Room in City Hall.

CRS Planning Meeting: On March 27th, Executive Director Pamela Basler and Investigator Stephanie Jedlicka attended a Department of Justice CRS Planning Meeting for an upcoming DOJ visit to Anchorage. This meeting was from 1:00 p.m. – 2:00 p.m. at the AERC Conference Room.

Respondent Training: On March 28th, Investigator Stephanie Jedlicka provided training to a Respondent regarding service animals. This training was agreed to by Respondent in a Pre-Determination Settlement agreement. This training was done at one of Respondent's facilities from 3:00 p.m. – 4:00 p.m.

Commissioner Outreach:

“Woman Scream”: Commissioner Olmos was awarded with the Sor Juana Inés de la Cruz Alaska Award at the International Women's Poetry Movement. This event highlights the International Women's Poetry Movement, Anchorage Chapter and the theme, “Woman Scream”. People from all walks of life are encouraged to share their own poetry and/or that of other women poets. This event was held in the UAA Bookstore, Friday, March 1st, 4:00 p.m. – 6:00 p.m.

PAC ADA Access: Commissioner Hess participated in a meeting with the Municipal Manager, Executive Director of the Office of Economic & Community Development, AERC Chair Kimberly Pace and representative of the Alaska Center for the Performing Arts. The discussion revolved around how to move forward with a public conversation regarding issues related to safe drop-offs of PAC patrons with limited mobility. This meeting was held in the Municipal Manager's Conference Room on Wednesday, March 7th, from 11:00 a.m. - 12:00 p.m.

Immigration Law Presentation: Commissioner McKenna presented to the Anchorage Association of Women Lawyers on Immigration Law: Nuts and Bolts and Myths as part of the Thinking Thursdays series. This event was held at the Attorney General's conference room on Thursday, March 7th, 12:00 p.m. - 1:00 p.m.

International Women's Day: Commissioner Hess attended “Engaging Community Voices” an International Women's Day event hosted by Bridge Builders. Several women shared their experiences and the moments that have made them the strong individuals that they are. Panelists included AERC Commissioner Gabriela Olmos. Women of all ethnicities and backgrounds shared their stories about sorority and what it means to be a woman in these days. This event was held at the Wilda Marston Theatre, on Thursday, March 14th, from 5:30 p.m. – 7:00 p.m.

PYLI Community Panel: Commissioner Hess was part of a community-leaders panel for the Alaska Points of Light Youth Leadership Institute. PYLI is an intensive 5-day youth leadership training for middle and high school students. This year a very diverse 20-student cohort participated in the training. This event was held at the Alaska Pacific University, on Thursday, March 14th, from 1:00 p.m. – 2:30 p.m.

RAIS Congolese Pop-Up Luncheon: Commissioner Hess attended a RAIS Pop-Up Luncheon, featuring Congolese food prepared by RAIS clients. I was interviewed by a film crew from New York that is crossing America to talk to people about being kind. This event was held at RAIS Welcome Center on Friday, March 15th, from 11:30 p.m.-1:00 p.m.

Athena Award Luncheon: Commissioner Olmos attended a luncheon honoring outstanding community and business women leaders from the Anchorage community. This luncheon was held at the Dena'ina Center on Monday, March 18th, from 11:30 a.m. – 1:30 p.m.

Installation of Rabbi Goodstein: Commissioner Hess was invited to attend the installation of Rabbi Abram Goodstein as the new Rabbi of Congregation Beth Shalom. This event was held at Congregation Beth Shalom on Friday, March 22nd, from 6:00p.m. -8:00 p.m.

Leadership Anchorage 22: Assembly Member Christopher Constant and Commissioner Hess were invited to discuss community engagement and the local government processes with the members of Leadership Anchorage, cohort 22. This discussion was held at the Jewel Jones Community Center on Saturday, March 23rd, from 10:00 a.m. – 12:30 p.m.

Meet the World Recap: Commissioner Hess attended a recap meeting for the 2019 Bridge Builders Meet the World event. This year, Identity, PFLAG, the Islamic Community Center of Alaska and Congregation Beth Shalom were first-time table hosts. We discussed logistics for the 2020 event, and how to further increase the diversity of participating communities. This event was held at the BP Energy Center on Friday, March 29th, from 6:00 p.m. - 7:00 p.m.

Trans Day of Visibility: In observance of Trans Day of Visibility, Commissioner Hess attended a rally in Town Square Park hosted by Transgender Leadership Alaska and other community groups. The event was an opportunity for our community to show our support for our Trans friends and neighbors. This meeting was held at Town Square Park, Sunday, March 31st, from 2:00 p.m. - 4:30 p.m.



AERC Community Partners at the International Women’s Day “Engaging Community Voices” event.

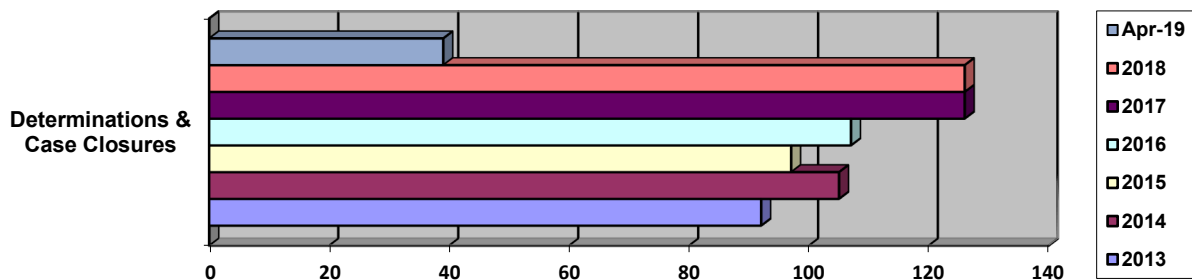
**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: May 9, 2019
TO: AERC Commissioners
FROM: Pamela Basler, Executive Director
SUBJECT: Executive Director’s Report as of April 30, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 39 cases from January to April 2019. $39/4=9.75$ per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	April 2019
Total Determinations and Case Closures	92	105	97	107	126	126	39



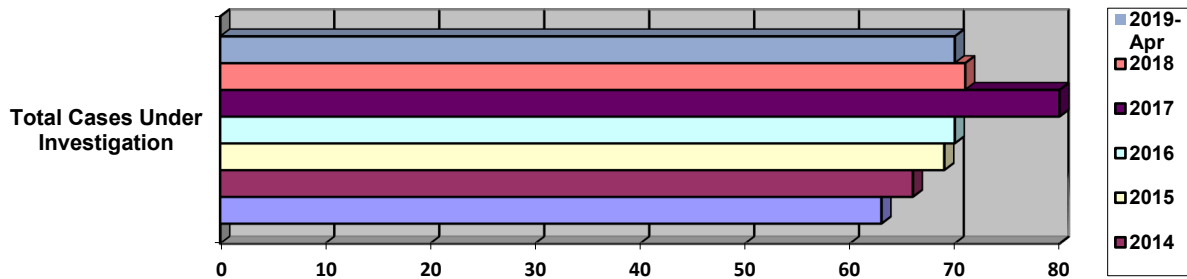
EEOC Contract. AERC’s EEOC contract for FFY 2019 runs from 10/1/18 to 9/30/19. All contract forms for the FFY 2019 EEOC contract, for which 97 case closures were requested, are pending in EEOC’s Washington, D.C. office. EEOC will be increasing the per case reimbursement amount for these contracted cases and FEPA contracts will be issued by EEOC later than normal because of the Federal shutdown but still will go out sometime this spring.

Inquiries and New Complaints. AERC staff fielded 167 inquiries and filed 36 new complaints from January to April 2019. 21.56% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	April 2019
INQUIRIES	441	406	431	442	523	498	167
NEW COMPLAINTS	96	107	99	111	134	119	36
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	21.56%

Pending Cases. As of April 30, 2019, we have 70 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	April 2019
Total Cases Under Investigation	63	66	69	70	80	71	70



Cases Over 240 Days Old. As of April 30, 2019, 24 cases are over 240 days old, which is 34.28% of the agency’s caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). The total April 2019 percentage is more than the 21.05% of over 240 cases which existed on 4/30/18. There are 8 cases open over 400 days old, which is 11.4% of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	-\$801.50	-\$8,625.52	-\$42,853.98	18.03
Labor	\$720,140.00	\$0.00	\$225,872.00	\$494,268.00	31.37
Non-Labor	\$27,596.00	\$3,256.25	\$3,620.96	\$20,708.79	24.92
ICG	\$192,901.00	\$0.00	\$328.74	\$192,572.26	0.17
Expense Accounts	\$940,637.00	\$2,454.75	\$202,207.46	\$738,269.29	24.78
Balance	\$888,356.00	\$2,454.75	\$221,196.18	\$664,705.07	25.18

III. Other Office Updates

Staff Meetings. City Hall Building management did repairs from the 8th floor down to the 1st floor at their cost over the past 5 months since the earthquake and we have recently had almost the last of the damage to the drywall in our office repaired and repainted. We are still awaiting a response from the Municipal Manager to our expressed concern that the Dena’ina Center is not the ideal evacuation site in a large earthquake emergency and for information about what kind of review and updating to the City Hall emergency evacuation plan is going to be undertaken by the MOA.

AERC held a staff meeting on April 19th, where we discussed outreach opportunities for April and May, participation in an event during the YWCA's Stand Against Racism week in April, the Fair Housing "City Rising" events in April, tabling at several events involving domestic violence issues, planning a Hate Crimes Forum for September with the DOJ CRS and other community groups, upcoming EEOC and IAOHRA summer conferences, intake and vacation schedules, and 2019 case intake and closure goals and 2019 over 240 closure goals.

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

IV. Outreach Report – April 2019

Staff Outreach:

Assembly Meeting: On April 9th, Investigator Stephanie Jedlicka attended the Anchorage Assembly Meeting where the AERC annual report was voted on and approved by Assembly Members. This meeting was held in the Loussac Library Assembly Chambers, from 5:00 p.m. – 6:00 p.m.

ACPRTF Meeting: On April 12th, 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. Task Force Members discussed potential presentation topics and forums to be held in 2019.

City Rising Screening: On April 18th, Investigator Andrew Sundboom tabled at the City Rising Screening. Investigator Sundboom was also a panelist member during the event and provided audience members with information about AERC services. This event was held from 6:00 p.m. – 7:30 p.m. at the Bear Tooth Theatre.

Stand Against Racism Panel Discussion: On April 22nd, Executive Director Pamela Basler, Investigator Gita Franklin, and Intake and Outreach Coordinator Joshua Blalock attended the Stand Against Racism Panel Discussion. Investigator Gita Franklin provided audience members with her personal experience regarding racism. This event was held from 12:00 p.m. – 1:00 p.m. at the YWCA.

Dear #MeToo event: On April 22nd, Intake and Outreach Coordinator Joshua Blalock attended and tabled at the "Dear #MeToo, We hear you: Sharing Stories, Exposing Violence, and Building Community at UAA". This event was put together in an effort to give victims and survivors of sexual discrimination, harassment, and assault within the UAA community an opportunity to share their experience in a space that is safe and anonymous. This event was held from 6:00 p.m. – 8:00 p.m. at UAA.

City Rising Screening: On April 23rd, Executive Director Pamela Basler and Investigator Andrew Sundboom attended the City Rising Screening. Investigator Sundboom provided audience members with information about AERC services and was a panelist member during the event. This event was held from 5:30 p.m. – 7:00 p.m. at the Bear Tooth Theatre.

EEOC Fundamentals in Statistics webinar: On April 24th, Executive Director Pamela Basler, Investigator Andrew Sundboom, Investigator Gita Franklin, Investigator Stephanie Jedlicka, and

Investigator Joshua Blalock attended an EEOC webinar on Fundamentals in Statistics I from 10:00 a.m. – 11:00 a.m. in the AERC Conference Room

Spring Advocacy Awareness Fair: On April 25th, Investigator Gita Franklin and Investigator Joshua Blalock helped staff the AERC table at the Spring Advocacy Awareness Fair hosted by the Alaska Native Justice Center. This event was held at the Loussac Library Atrium from 12:00 p.m. -2:30 p.m.

DOJ CRS Hate crimes forum meeting: On April 25th, Executive Director Pamela Basler facilitated a planning meeting with the Department of Justice and other community groups regarding a joint hate crimes forum to be held in September of 2019. This meeting was held at the AERC conference room on Friday, April 26th, from 1:00 p.m. – 2:00 p.m.

Commissioner Outreach:

Victim's Tree Ceremony: Commissioner Hess participated in the 2019 Victim's Tree Ceremony as part of National Crime Victim's Rights Week. This event was held at Hostetler Park, Monday, April 8th, 12:00 p.m. – 1:30 p.m.

Stand Against Racism Panel Discussion: Commissioner Olmos participated in the panel discussion about racism and provided audience members with a personal experience regarding racism. Commissioner Olmos also participated in the roundtable discussion about racism. This event was held at the YWCA on Monday, April 22nd, 12:00 p.m. -1:00 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, April 23rd, from 5:30 p.m. - 7:00 p.m.

Spring Advocacy Awareness Fair: Commissioner Hess staffed the Welcoming Anchorage/Ombudsman's table at the Spring Advocacy Awareness Fair hosted by the Alaska Native Justice Center. This event was held at the Loussac Library Atrium on Thursday, April 25th, 12:00 p.m. -2:30 p.m.

Spring Advocacy Awareness Fair: Commissioner Olmos helped staff the AERC table at the Spring Advocacy Awareness Fair hosted by the Alaska Native Justice Center. This event was held at the Loussac Library Atrium on Thursday, April 25th, 12:00 p.m. -2:30 p.m.

Hate Crimes Forum Planning Meeting: Commissioner Hess attended a planning meeting for a hate crimes forum to be held in Anchorage this coming September, as part of Welcoming Week. This meeting was held at the AERC conference room on Friday, April 26th, from 1:00 p.m. – 2:00 p.m.

The Global Village Experience: Commissioner Olmos attended the dance concert/community celebration on transportation, home, and connection hosted by Anchorage Concert Association, Catholic Social Services & Alaska Refugee and Immigration Services. This celebration was held at the Alaska Boys and Girls Club on Saturday, April 27th, from 2:00 p.m. – 4:00 p.m.



AERC Staff and Commissioners participating in a joint forum regarding racism at the YWCA's "Stand Against Racism" event.



Panelists at the "Stand Against Racism" event

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: June 10, 2019
TO: AERC Commissioners
FROM: Stephanie Jedlicka, Acting Executive Director
SUBJECT: Executive Director's Report as of May 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 55 cases from January to May 2019. 55/5= 11 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	May 2019
Total Determinations and Case Closures	92	105	97	107	126	126	55

EEOC Contract. AERC received its EEOC contract for FFY 2019, which runs from 10/1/18 to 9/30/19. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and plans to voucher for these cases in June 2019.

Inquiries and New Complaints. AERC staff fielded 215 inquiries and filed 46 new complaints from January to May 2019. 21.4% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	May 2019
INQUIRIES	441	406	431	442	523	498	215
NEW COMPLAINTS	96	107	99	111	134	119	46
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	21.4%

Pending Cases. As of May 31, 2019, we have 64 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	May 2019
Total Cases Under Investigation	63	66	69	70	80	71	64

Cases Over 240 Days Old. As of May 31, 2019, 20 cases are over 240 days old, which is 31.2% of the agency's caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 5 cases open over 400 days old, which is 7.8% of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	-\$801.50	-\$9,427.02	-\$42,853.98	18.03
Labor	\$720,140.00	\$0.00	\$276,206.44	\$443,933.56	38.35
Non-Labor	\$27,596.00	\$1,806.25	\$3,680.88	\$20,658.87	25.14
ICG	\$192,901.00	\$0.00	\$411.84	\$192,489.16	0.21
Expense Accounts	\$940,637.00	\$1,806.25	\$280,259.16	\$657,081.59	30.15
Balance	\$888,356.00	\$1,806.25	\$270,872.14	\$614,227.61	30.86

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on May 17th, where we discussed outreach opportunities and tabling events, office policies and procedures, intake and vacation schedules, and 2019 case intake and closure goals and over 240 closure goals.

AERC Staffing. AERC is currently staffed with 5 full-time positions filled. We have one current staff opening and will be doing a recruitment for an Executive Director.

IV. Outreach Report – May 2019

Staff Outreach:

ACPRTF Meeting: On May 10th, 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. Task Force Members discussed potential presentation topics and forums to be held in 2019.

AERC Commission Meeting: On May 16th, Investigator/ Acting Executive Director Stephanie Jedlicka staffed the AERC Commission Meeting. This meeting was from 6:00 p.m. – 7:00 p.m. in City Hall at the Mayor’s Conference Room.

IT Coordinator Meeting: On May 20th, Investigator/ Acting Executive Director Stephanie Jedlicka attended the IT Coordinator Meeting from 8:15 a.m. – 9:30 a.m. in the Mayor’s Conference Room.

Hate Crimes Forum Planning Meeting: On May 23rd, Intake/Outreach Coordinator Joshua Blalock attended a planning meeting for the September 21, 2019 Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room from 12:00 p.m. – 1:00 p.m.

Pacific Island Festival: On May 31st, Intake/Outreach Coordinator Joshua Blalock helped staff the AERC table at the Pacific Island Celebration of history and culture from 12:30 p.m. – 4:30 p.m. This festival was held at the Cuddy Family Midtown Park from 12:00 p.m. – 9:00 p.m.

Commissioner Outreach:

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library, Monday, May 6th, from 12:00 p.m. – 1:30 p.m.

LA 22: Commissioner Hess attended a Leadership Anchorage 22 Core Projects Team meeting. This event was held at the Alaska Humanities Forum Offices on Wednesday, May 8th, from 12:00 p.m. -1:00 p.m.

LA 22 Graduation: Commissioner Hess attended the graduation of Leadership Anchorage 22 at the Anchorage Museum. This meeting was held at the Anchorage Museum on Tuesday, May 14th, from 6:00 p.m. - 7:00 p.m.

AERC Commission Meeting: All AERC Commissioners attended the regularly scheduled May meeting of the Anchorage Equal Rights Commission. This event was held in City Hall at the Mayor's Conference Room on Thursday, May 16th, from 6:00 p.m. -7:00 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library Atrium on Monday, May 20th, from 12:00 p.m. -1:30 p.m.

Hate Crimes Forum Planning Meeting: Commissioner Hess attended a planning meeting for the September 21, 2019 Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room on Thursday, May 23rd, from 12:00 p.m. – 1:00 p.m.

Identity, Inc.: Commissioner Hess attended the May meeting of the Board of Identity, Inc., Alaska's oldest LGBTQ advocacy and education organization. This meeting was held in the Identity Conference Room on Tuesday, May 28th, from 5:30 p.m.-6:30 p.m.

Pacific Island Festival: Commissioner Hess, Commissioner Pace, and Commissioner Olmos helped staff the AERC table at the Pacific Island Celebration of history and culture from 12:30 p.m. – 4:30 p.m. This festival was held at the Cuddy Family Midtown Park on Friday, May 31st.



Pacific Island celebration of history and culture.

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: July 8, 2019
TO: AERC Commissioners
FROM: Stephanie Jedlicka, Acting Executive Director
SUBJECT: Executive Director’s Report as of June 30, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 65 cases from January to June 2019. 65/6= 10.8 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	June 2019
Total Determinations and Case Closures	92	105	97	107	126	126	65

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and vouchered for 84 case closures in June 2019. AERC plans to request an upward modification, which allows AERC to submit more case closures for payment, once EEOC notifies AERC they are accepting those type of requests – likely in August 2019.

Inquiries and New Complaints. AERC staff fielded 263 inquiries and filed 61 new complaints from January to June 2019. 23.1% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	June 2019
INQUIRIES	441	406	431	442	523	498	263
NEW COMPLAINTS	96	107	99	111	134	119	61
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	23.1%

Pending Cases. As of June 30, 2019, we have 71 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	June 2019
Total Cases Under Investigation	63	66	69	70	80	71	71

Cases Over 240 Days Old. As of June 28, 2019, 19 cases are over 240 days old, which is 26.7% of the agency’s caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 5 cases open over 400 days old, which is 7 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 6/16 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	-\$801.50	-\$9,427.02	-\$42,853.98	18.03
Labor	\$720,140.00	\$0.00	\$331,538.04	\$388,601.96	46.04
Non-Labor	\$27,596.00	\$1,806.25	\$7,062.89	\$17,279.86	37.39
IGC	\$192,901.00	\$0.00	\$54,687.20	\$138,213.80	28.35
Expense Accounts	\$940,637.00	\$1,806.25	\$393,288.13	\$544,092.62	42.16
Balance	\$888,356.00	\$1,806.25	\$383,861.00	\$501,238.64	43.58

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on June 12th, where we discussed outreach opportunities and tabling events, EEOC/FEPA engagement project and contract, intake and vacation schedules, and 2019 case intake and closure goals and over 240 closure goals.

AERC Staffing. AERC is currently staffed with 5 full-time positions filled. We have one current staff opening and will be doing a recruitment for an Executive Director.

IV. Outreach Report – June 2019

Staff Outreach:

Run for Women: Investigator Gita Franklin participated in the Run for Women, which is an event that unites thousands of women from all over Alaska in one of the largest all-women runs in the country to help end breast cancer. This event was held at Mulcahy Stadium on Saturday, June 8, from 8:00 a.m. – 12:00 p.m.

ACPRTF Meeting: On June 14th, Investigator/ Acting Executive Director Stephanie Jedlicka attended the Anchorage Community Police Relations Task Force Meeting from 12:00 p.m. - 1:00 p.m. at the Fairview Recreational Center. Task Force Members discussed potential forums to be held in 2019.

EEOC/FEPA Conference: From June 17th to June 20th, Investigator/ Acting Executive Director Stephanie Jedlicka and Investigator Gita Franklin attended the EEOC/FEPA Conference in San Diego, CA. Participants received training in complex investigative procedures/techniques and on legal updates regarding Title VII of the Civil Rights Act of 1964 and Title I of the Americans with Disabilities Act of 1990, as amended.

World Refugee Day: On June 21st, Intake/Outreach Coordinator Joshua Blalock helped staff the AERC table at the World Refugee Day. This event was held at Grow North Farm from 4:30 p.m. – 7:30 p.m.

PrideFest 2019: On June 29th, Intake/Outreach Coordinator Joshua Blalock helped staff the AERC table at the 2019 Pride Festival. This event was held on the Delaney Park Strip in Downtown Anchorage from 12:00 p.m. – 5:00 p.m.

Commissioner Outreach:

Run for Women: Commissioner Minaei participated in the Run for Women, which is an event that unites thousands of women from all over Alaska in one of the largest all-women runs in the country to help end breast cancer. This event was held at Mulcahy Stadium on Saturday, June 8, from 8:00 a.m. – 12:00 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library, Monday, June 10th, from 12:00 p.m. – 1:30 p.m.

Juneteenth: Commissioner Hess attended Anchorage’s 2019 Juneteenth Celebration of African-American history and culture. This event was held at the Delaney Park Strip on Saturday, June 15th, 1:00 p.m. -3:00 p.m.

Assembly Meeting: Commissioner Hess attended an Assembly Meeting in regard to the 2019 Anchorage PrideFest resolution. This meeting was held in the Assembly Chambers on Tuesday, June 18th, from 5:00 p.m. - 6:00 p.m.

Climate Action Fair: Commissioner Hess and Commissioner Minaei attended the Anchorage Climate Action Fair in Town Square Park, where several agencies and organizations hosted booths and provided information about how we can take action to deal with climate change. This event was held at Town Square Park on Wednesday, June 19th, from 4:40 p.m. -5:30 p.m.

“Stonewall Uprising”: Commissioner Hess attended a screening of the PBS documentary, “Stonewall Uprising”, which tells the story of the 1969 Stonewall riots in New York City, that gave rise to the modern LGBT rights movement. This event was held at Alaska Experience Theatre on Friday, June 21st, from 7:00 p.m. -9:00 p.m.

World Refugee Day: Commissioner Olmos and Commissioner Minaei helped staff the AERC table at the World Refugee Day. World refugee Day is dedicated to raising awareness of the situation of refugees. Community agencies set up a tables with products and services of what they do and sometimes have an engagement activity for children such as balloons and face painting as a way to reach out to refugee clients among other things. This event was held at Grow North Farm on Friday, June 21st, from 4:30 p.m. – 7:30 p.m.

Naturalization Ceremony: Commissioner Minaei was a guest speaker at the Naturalization Ceremony held at the Federal Courthouse on Friday, June 21st, from 11:00 a.m. – 2:00 p.m.

Beyond the Closet 5: Commissioner Hess attended attend the fifth edition of Beyond the Closet, which featured several members of the LGBTQ community speaking around this year’s theme,

“Breaking Barriers”. This event was held at Out North on Saturday, June 22nd, from 7:00 p.m. - 9:00 p.m.

Korean / Alaska Friendship Festival: Commissioner Minaei attended the Korean/Alaskan Friendship Festival Celebration held at the Dimond High School Auditorium on Saturday, June 22nd, from 11:00 a.m. – 3:00 p.m.

Pride Memorial Service: Commissioner Hess helped facilitate the 2019 Anchorage Pride Memorial Service where several individuals from Anchorage’s LGBTQ community were remembered and honored. This event was held at the Anchorage Memorial Park Cemetery on Sunday, June 23rd, from 12:00 p.m. -1:00 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library Atrium on Monday, June 24th, from 12:00 p.m. -1:30 p.m.

Transcending Tales: Commissioner Hess attended Transcending Tales, where six members of Anchorage’s transgender community told their stories and shared their experiences.

Equality March: Commissioner Hess marched in the 2019 Anchorage Equality March through Downtown Anchorage on Saturday, June 29th, from 11:00 a.m.-12:00 p.m.

Pacific Island Festival: Commissioner Hess, Commissioner Pace, Commissioner Heaney-Mead and Commissioner Olmos helped staff the Welcoming Anchorage – AERC table at the 2019 Anchorage PrideFest. Over 200 vendors participated this year, with over 10,000 people attending. This event was held on the Delaney Park Strip in Downtown Anchorage from 12:00 p.m. – 5:00 p.m.



Commissioner Hess participating in the Equality March during PrideFest 2019



Equality March through Downtown Anchorage

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: August 7, 2019
TO: AERC Commissioners
FROM: Stephanie Jedlicka, Acting Executive Director
SUBJECT: Executive Director's Report as of July 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 74 cases from January to July 2019. 74/7= 10.6 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	July 2019
Total Determinations and Case Closures	92	105	97	107	126	126	74

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and has received payment from EEOC for those cases. AERC requested an upward modification of an additional 28 case closures and is awaiting EEOC's decision to grant or deny that request.

Inquiries and New Complaints. AERC staff fielded 304 inquiries and filed 76 new complaints from January to July 2019. 25% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	July 2019
INQUIRIES	441	406	431	442	523	498	304
NEW COMPLAINTS	96	107	99	111	134	119	76
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	25%

Pending Cases. As of July 31, 2019, we have 76 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	July 2019
Total Cases Under Investigation	63	66	69	70	80	71	76

Cases Over 240 Days Old. As of July 31, 2019, 18 cases are over 240 days old, which is 23.7% of the agency's caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 5 cases open over 400 days old, which is 6.6 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 7/14 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$79,927.02	\$27,646.02	152.88
Labor	\$720,140.00	\$0.00	\$375,579.69	\$344,560.32	52.15
Non-Labor	\$27,596.00	\$1,656.25	\$10,615.52	\$13,874.23	49.72
IGC	\$192,901.00	\$0.00	\$88,233.51	\$104,667.49	45.74
Expense Accounts	\$940,637.00	\$0.00	\$474,428.71	\$463,102.04	50.77
Balance	\$888,356.00	\$1,656.25	\$394,501.69	\$501,238.64	44.76

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on July 16th, where we discussed outreach opportunities and tabling events, EEOC/FEPA contract upward modification, intake and vacation schedules, and over 240 closure goals.

AERC Staffing. AERC is currently staffed with 5 full-time positions filled. We are currently doing a recruitment for an Executive Director. We will have an Investigator vacancy as of August 9th.

IV. Outreach Report – July 2019

Hate Crimes Forum Planning Meeting: On July 8th, Investigator Joshua Blalock attended a planning meeting for the September 21, 2019, Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room from 12:00 p.m. – 1:00 p.m.

Welcoming Week Planning Meeting: Investigator Joshua Blalock attended the planning group meeting for Anchorage’s Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library on Monday, July 9th, from 12:00 p.m. – 1:30 p.m.

EEOC Quarterly Meeting: On July 11th, Acting Executive Director Stephanie Jedlicka represented the AERC during its quarterly phone conference with the Equal Employment Opportunity Commission from 9:00 a.m. – 9:30 a.m.

ACPRTF Meeting: On July 12th, Investigator 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. Task Force Members discussed potential forums to be held in 2019.

AERC Commission Meeting: On July 18th, Acting Executive Director Stephanie Jedlicka and Investigator Joshua Blalock staffed the regularly scheduled Commission Meeting. The Municipal

Attorney's Office provided a presentation on the Open Meetings Act. This meeting was from 6:00 p.m. – 7:00 p.m. at the Mayor's Conference Room.

Commissioner Outreach:

Anchorage 4th of July Parade: Commissioner Hess marched in the Anchorage 4th of July Parade with Bridge Builders of Anchorage. This event was held in Downtown Anchorage on Thursday, July 1st, from 10:00 a.m. – 12:00 p.m.

Standing With Our Neighbors: Commissioner Hess attended “Standing With Our Neighbors,” a community informational meeting regarding the impacts of the Governor's vetoes on vulnerable individuals and families. The event was hosted by Anchorage Faith & Action Congregations Together (AFACT). This event was held at Central Lutheran Church on Sunday, July 7th, from 4:00 p.m. -5:00 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library on Monday, July 9th, from 12:00 p.m. – 1:30 p.m.

Victim's Memorial: Commissioner Hess participated in the Annual Victim's Memorial hosted by Victim's for Justice. The event is in remembrance of the victims of violent crimes. This memorial was held at Hostetler Park on Saturday, July 13th, from 12:00 p.m. - 2:00 p.m.

Fairview Neighborhood Festival: Commissioner Hess attended the 2019 Fairview Neighborhood Festival, which was an opportunity for Fairview residents to connect with each other and with businesses and nonprofits, and to learn about neighborhood development opportunities. Hosted by the Fairview Community Council. This event was held at Woodside East Park on Wednesday, July 13th, from 4:00 p.m. -6:00 p.m.

Red Cross Diversity & Inclusion: Commissioner Hess attended a luncheon hosted by the Red Cross of Alaska, where the Red Cross's culture of diversity and inclusion was discussed. This event was held at Clark Middle School on Tuesday, July 16th, from 11:30 a.m. -1:00 p.m.

AERC Commission Meeting: AERC Commissioners attended the regular AERC Commission meeting. This meeting was held in the Mayor's Conference Room on Thursday, July 18th, from 6:00 p.m. – 7:00 p.m.

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: September 10, 2019
TO: AERC Commissioners
FROM: Stephanie Jedlicka, Acting Executive Director
SUBJECT: Executive Director's Report as of August 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 80 cases from January to August 2019. 80/8= 10 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	August 2019
Total Determinations and Case Closures	92	105	97	107	126	126	80

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and has received payment from EEOC for those cases. EEOC granted AERC an upward modification of 11 additional cases. AERC will close these cases in EEOC's database and voucher for them in September 2019.

Inquiries and New Complaints. AERC staff fielded 343 inquiries and filed 80 new complaints from January to August 2019. 23.3% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	August 2019
INQUIRIES	441	406	431	442	523	498	343
NEW COMPLAINTS	96	107	99	111	134	119	80
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	23.3%

Pending Cases. As of August 31, 2019, we have 74 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	August 2019
Total Cases Under Investigation	63	66	69	70	80	71	74

Cases Over 240 Days Old. As of August 31, 2019, 16 cases are over 240 days old, which is 21.6% of the agency's caseload and more than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 5 cases open over 400 days old, which is 6.7 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 8/25 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$80,326.59	\$28,045.59	153.64
Labor	\$720,140.00	\$0.00	\$439,689.37	\$280,450.63	61.06
Non-Labor	\$27,596.00	\$3,303.79	\$11,677.51	\$6,214.58	77.48
IGC	\$192,901.00	\$0.00	\$106,899.85	\$86,001.15	55.42
Expense Accounts	\$940,637.00	\$0.00	\$558,266.37	\$372,666.36	60.38
Balance	\$888,356.00	\$3,303.79	\$477,940.14	\$400,711.95	54.89

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on August 27th, where we discussed the Hate Crimes forum, future training needs, intake and vacation schedules, and over 240 closure goals.

AERC Staffing. AERC is currently staffed with 4 full-time positions filled. We are currently doing a recruitment for an Executive Director. We have an Investigator vacancy.

IV. Outreach Report – August 2019

Hate Crimes Forum Planning Meeting: On August 5th, Investigator Joshua Blalock attended a planning meeting for the September 21, 2019 Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room from 12:00 p.m. – 1:00 p.m.

ACPRTF Meeting: On August 9th, Investigator 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. Task Force Members discussed potential forums to be held in 2019.

Anchorage Civic Engagement Academy: On August 9th, Investigator Gita Franklin attended a collaboration between the Museum and the Muni for ASD students grades 7-10 to expose kids to what it takes to build a community, how a city government functions, and get them thinking about potential career paths. This event was held in the Mayor’s Conference Room, at 1:00 p.m.

APD Open House/ Welcoming Event: On August 19th, Acting Executive Director Stephanie Jedlicka, Investigator Gita Franklin and Senior Office Associate Natalie Day attended the APD open house at 11:30 a.m.

Outreach meeting: On August 29th, Investigator Gita Franklin attended a meeting with Mara Kimmel, Anchorage Museum Deputy Director of Strategy, Research and Scholarship, and Sandi G:\Equal Rights\Admin\Reports\Commission Reports\Previous years\2019\Executive Director Report 20190831.docx

Hilal. Sandi visited as part of SEED Lab. Gita shared her personal experience as a refugee and her current role as an investigator working for the Anchorage Equal Rights Commission.

ACPRTF Meeting: On August 30, 2019, Acting Executive Director Stephanie Jedlicka and Investigator Joshua Blalock attended a planning/update meeting in the AERC Conference Room, from 3:00 p.m. – 4:00 p.m.

Commissioner Outreach:

National Night Out Block Party: Commissioner Hess attended the 2019 Anchorage Night out Block Party in Mountain View. This annual event calls attention to the need for community involvement around public safety in neighborhoods and communities. This event was held at Loussac Library Moose Room on Tuesday, August 6th, 12:00 p.m. -1:30 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library on Monday, August 6th, from 12:00 p.m. – 1:30 p.m.

Anchorage Civic Engagement Academy: On August 9th, Commissioner Minaei and Commissioner Olmos attended a collaboration between the Museum and the Muni for ASD students grades 7-10 to expose kids to what it takes to build a community, how a city government functions, and get them thinking about potential career paths. This event was held in the Mayor's Conference Room, at 1:00 p.m.

Pop Up On Denali: Commissioner Hess attended the Pop Up demonstration project at 40th and Denali, where a temporary traffic roundabout was installed for the afternoon. Pop up projects are a way to demonstrate the feasibility of traffic calming solutions, especially in neighborhood and communities with large numbers of pedestrians and bicyclists. This memorial was held at Denali Street & 40th Avenue on Sunday, August 11th, 12:00 p.m. – 4:00 p.m.

Trans Community Picnic: Commissioner Hess attended the Anchorage Transgender Community's 3rd Annual Picnic. Mayor Berkowitz and Assembly Member Dunbar also attended. This event was held in Downtown Anchorage on Sunset Park on Saturday, August 17th, 12:00 p.m. -3:00 p.m.

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library, on Tuesday, August 20th, from 12:00 p.m. – 1:30 p.m.

Identity Board Meeting: Commissioner Hess attended the monthly board meeting of Identity, Inc., Alaska - the oldest (1977) LGBT advocacy and education organization. This event was held at Identity Offices, on Tuesday, August 27th, 5:30 p.m.-7:00 p.m.

2020 Census Complete Count Commission: Commissioner Hess attended the August meeting of the Municipality's Complete Count Commission. This event was held at Loussac Library Moose Room, on Wednesday, August 29th, 11:00 a.m. – 1:00 p.m.

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: October 9, 2019
TO: AERC Commissioners
FROM: Stephanie Jedlicka, Acting Executive Director
SUBJECT: Executive Director's Report as of September 30, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 84 cases from January to September 2019. 84/9= 9.33 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	Sept. 2019
Total Determinations and Case Closures	92	105	97	107	126	126	84

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and received an upward modification of 11 additional cases. AERC closed these additional cases in EEOC's database and will voucher for them in October 2019.

Inquiries and New Complaints. AERC staff fielded 391 inquiries and filed 92 new complaints from January to September 2019. 23.5% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	Sept. 2019
INQUIRIES	441	406	431	442	523	498	391
NEW COMPLAINTS	96	107	99	111	134	119	92
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	23.5%

Pending Cases. As of September 30, 2019, we have 81 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	Sept. 2019
Total Cases Under Investigation	63	66	69	70	80	71	81

Cases Over 240 Days Old. As of September 30, 2019, 15 cases are over 240 days old, which is 18.5% of the agency's caseload and less than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 7 cases open over 400 days old, which is 8.6 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 9/22 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$80,326.59	\$28,045.59	153.64
Labor	\$720,140.00	\$0.00	\$472,526.52	\$247,613.48	65.62
Non-Labor	\$27,596.00	\$6,606.37	\$15,420.20	\$4,794.43	82.63
IGC	\$192,901.00	\$0.00	\$118,653.92	\$74,247.08	61.51
Expense Accounts	\$940,637.00	\$0.00	\$606,600.64	\$326,654.99	65.27
Balance	\$888,356.00	\$6,607.37	\$477,940.14	\$354,700.58	60.07

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on September 25th, where we debriefed on the Hate Crimes forum, discussed year-end purchasing, intake and vacation schedules, and over 240 closure goals.

AERC Staffing. AERC is currently staffed with 4 full-time positions. We have an Investigator vacancy.

IV. Outreach Report – September 2019

Staff Outreach:

Hate Crimes Forum Planning Meeting: On September 3rd, Acting Executive Director Stephanie Jedlicka and Investigator Joshua Blalock attended a planning meeting for the September 21, 2019 Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room from 12:30 p.m. – 1:30 p.m.

Hate Crimes Forum Planning Meeting: On September 16th, Acting Executive Director Stephanie Jedlicka attended a planning meeting for the September 21, 2019 Anchorage Hate Crimes Forum. This meeting was held at the AERC conference room from 12:30 p.m. – 1:30 p.m.

US DOJ meeting: On September 19th, Acting Executive Director Stephanie Jedlicka, Investigator Joshua Blalock, and Investigator Gita Franklin attended a meeting with the Department of Justice to discuss housing discrimination/referrals. This event was held in the AERC Conference room from 3:30 p.m. – 4:30 p.m.

AERC Commission Meeting: On September 19th, Acting Executive Director Stephanie Jedlicka and Investigator Joshua Blalock staffed the regularly scheduled Commission Meeting. The Equal Employment Opportunity Commission discussed the FEPA/EEOC workshare

agreement and Commissioners asked questions. This meeting was from 6:00 p.m. – 7:00 p.m. at the Mayor’s Conference Room.

Meeting with EEOC Director: On September 20th, Acting Executive Director Stephanie Jedlicka, Investigator Gita Franklin, Investigator Joshua Blalock, and Senior Office Associate Natalie Day attended a meeting with the EEOC’s Seattle Field Office Director. This meeting was held in the AERC Conference Room from 9:00 a.m. – 10:00 a.m.

Hate Crimes Forum: Investigator Joshua Blalock and Investigator Gita Franklin attended/assisted with the Anchorage Hate Crimes Forum in the Wilda Marson Theatre. The forum featured three panels and keynote speakers, Judy & Dennis Shephard, with the Matthew Shephard Foundation. This forum was held on Saturday, September 21st, from 1:00 p.m. – 5:00 p.m.

Parade of Nations: On September 23rd, Acting Executive Director Stephanie Jedlicka and Senior Office Associate Natalie Day attended the International Association of Women Police Conference parade of nations on 7th avenue next to the Dena’ina Civic and Convention Center.

Commissioner Outreach:

Welcoming Week Planning Meeting: Commissioner Hess facilitated a meeting of the planning group for Anchorage Welcoming Week 2019 (September 13th-22nd). This event was held at the Loussac Library, Thursday, September 5th, from 12:00 p.m. – 1:30 p.m.

Land Acknowledgement Workshop: Commissioner Hess attended an Alaska Native/Native American land acknowledgement workshop, facilitated by Melissa Shagninoff, Curator of Contemporary Art and Culture at the Anchorage Museum. This event was held at the Anchorage Museum SEED Lab on Monday, September 9th, from 10:00 a.m. -11:30 a.m.

RAIS Pop-Up Lunch: Commissioner Hess attended the RAIS Welcoming Week Ukrainian Pop-Up Lunch at the RAIS Welcome Center, featuring a menu prepared by Ukrainian refugees. This event was held at RAIS Welcome Center on Friday, September 13th, from 11:30 a.m. -12:30 p.m.

Welcoming Week Community Celebration: Commissioner Hess staffed the Welcoming Anchorage booth at the 2019 Anchorage Welcoming Week Community Kick-Off. Commissioner Olmos, Commissioner Heaney-Mead and Commission McKenna helped staffed the AERC table during the event. This event was held on the front lawn of the Anchorage Museum on Saturday, September 14th, from 1200 p.m. – 3:00 p.m.

Presentation at First American Baptist Church: Commissioner Hess was invited by Pastor Jill Bradway to speak at First American Baptist Church regarding Welcoming Anchorage and Welcoming Week 2019. This presentation was held at 1200 East 27th Ave. on Sunday, September 15th, 12:00 p.m. -1:00 p.m.

Tradition Tuesday: Commissioner Minaei attended the Traditions Tuesday featuring the Bridge Builders held at the Loussac Library on Tuesday, September 17th, from 6:00 p.m. - 7:00 p.m.

Welcoming Week Naturalization Ceremony: Commissioner Hess assisted at the 5th Annual Anchorage Welcoming Week Naturalization Ceremony in the Anchorage Assembly Chambers, where 20 persons from 13 countries became American citizens. This event was held at the Anchorage Assembly Chambers on Wednesday, September 18th, from 12:00 p.m. – 2:00 p.m.

Black History Month Bill Signing: Commissioner Hess attended the ceremony at the MLK, Jr. Memorial where the governor signed the bill designating each February as Black History Month in Alaska. This event was held at MLK, Jr. Memorial on Delaney Park Strip, on Thursday, September 19th, 11:00 a.m.-12:00 p.m.

Naturalization Ceremony: Commissioner Minaei was a guest speaker at the Naturalization Ceremony held at the UAA Wendy Williams auditorium on Friday, September 20th, from 11:00 a.m. – 2:00 p.m.

“Looking for America”: Commissioner Minaei and Commissioner Olmos attended “Looking for America”, a dinner and dialogue featuring local artists who represent different backgrounds, countries of origin, political viewpoints, and art practices. All centered around “What does it mean to be an American”, the goal of the meeting was to encourage conversation and connection and not to persuade anyone on a policy or political position.

Civics Fair: Commissioner Hess staffed the Welcoming Anchorage table at the 2019 Welcoming Week Civics Fair in the Atrium of the Loussac Library. This event was held at Loussac Library Atrium, on Saturday, September 21st, 12:00 p.m. – 3:00 p.m.

Hate Crimes Forum: Commissioner Hess assisted with the Anchorage Hate Crimes Forum in the Wilda Marson Theatre. The forum featured three panels and keynote speakers, Judy & Dennis Shephard, with the Matthew Shephard Foundation. This forum was held on Saturday, September 21st, from 1:00 p.m. – 5:00 p.m.

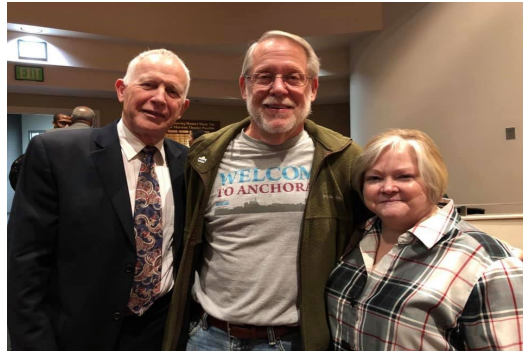
Knight Sor Presentation: Commissioner Hess attended “Knight Sor presents Lessons from the Killing Fields: Resolving Racial Conflict in the World”, at the UAA Campus Bookstore. Knight Sor spoke about his journey as a refugee from the killing fields, to American, and about becoming a physicist before joining the U.S. Department of Justice, Community Relations Service, where he currently works. This event was held at the UAA Campus Bookstore on Monday, September 23rd, from 4:00 p.m. – 6:00 p.m.

Identity Board Meeting: Commissioner Hess attended the monthly board meeting of Identity, Inc., Alaska’s oldest (1977) and largest LGBTQA advocacy and education organization. This meeting was held on Tuesday, September 24th, from 5:30 p.m. – 7:00 p.m.

Journey for Justice: Commissioner Hess attended "Journey For Justice: The Life of Larry Itliong" National Book Tour. Where author Gayle Romasanta spoke on the life of Filipino American labor activist Larry Itliong, who, with Cesar Chavez let the California grape filed labor strike in the 1960’s. This event was held at the UAA Bookstore on Friday, September 27th, from 1:00 p.m. – 2:30 p.m.



**Community panelists during September 2019
Hate Crimes Forum facilitated by the Department**



**Commissioner Hess with Dennis and Judy
Shepard during 2019 Hate Crimes Forum**

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: November 7, 2019
TO: AERC Commissioners
FROM: Mitzi Bolaños Anderson, Executive Director
SUBJECT: Executive Director’s Report as of October 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 92 cases from January to October 2019. 92/10= 9.2 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	Oct. 2019
Total Determinations and Case Closures	92	105	97	107	126	126	92

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and received an upward modification of 11 additional cases. AERC closed these additional cases in EEOC’s database and has submitted those vouchers. AERC has requested an extension of its workshare agreement with EEOC for FFY 2020 and is currently awaiting the finalized FFY 2020 contract.

Inquiries and New Complaints. AERC staff fielded 450 inquiries and filed 110 new complaints from January to October 2019. 24.44% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	Oct. 2019
INQUIRIES	441	406	431	442	523	498	450
NEW COMPLAINTS	96	107	99	111	134	119	110
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	24.44%

Pending Cases. As of October 31, 2019, we have 91 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	Oct. 2019
Total Cases Under Investigation	63	66	69	70	80	71	91

Cases Over 240 Days Old. As of October 31, 2019, 14 cases are over 240 days old, which is 15.38% of the agency’s caseload and less than our goal percentage (>2019 goal of <20% cases over 240 days old). There are 4 cases open over 400 days old, which is 4.39 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 11/3 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$80,326.59	\$28,045.59	153.64
Labor	\$720,140.00	\$0.00	\$505,363.69	\$214,776.31	70.18
Non-Labor	\$27,596.00	\$6,615.52	\$19,252.63	\$952.85	96.55
IGC	\$192,901.00	\$0.00	\$134,278.64	\$58,622.36	69.61
Expense Accounts	\$940,637.00	\$0.00	\$658,894.96	\$326,654.99	70.83
Balance	\$888,356.00	\$6,615.52	\$578,568.37	\$302,397.11	65.96

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on October 16th to discuss year-end outreach, year-end purchasing, an upcoming team building event, and current closure goals. On October 31st AERC held a staff meeting to welcome the new Executive Director.

AERC Staffing. AERC is currently staffed with 5 full-time positions. We have an Investigator vacancy.

IV. Outreach Report – October 2019

Staff Outreach:

ACPRTF Meeting: On October 11th, Investigator 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. Task Force Members discussed potential forums to be held in 2020.

SAP Training: On October 11th, Investigator/ Acting Executive Director Stephanie Jedlicka attended SAP Training from 8:15 a.m. – 12:00 p.m. in City Hall room #700.

EEOC Quarterly Meeting: On October 17th, Investigator/ Acting Executive Director Stephanie Jedlicka represented the AERC during its quarterly phone conference with the Equal Employment Opportunity Commission from 9:00 a.m. – 9:30 a.m.

Commissioner Outreach:

Ombudsman Resource Fair: The Ombudsman’s Office distributed AERC brochures during the 2019 Ombudsman Day Resource Fair. This event was held at the Loussac Library, Thursday, October 10th, from 12:00 p.m. – 4:00 p.m.

Indigenous Peoples Day: Commissioner Hess attended the 2019 Indigenous Peoples Day – Celebrating Our Languages event at APU. The event celebrated and honored Alaska Native

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cultures and languages. This event was held at the Mosley Sports Center at Alaska Pacific University on Monday, October 14th, from 11:30 a.m. -2:00 p.m.

Tradition Tuesday: Commissioner Minaei facilitated the Traditions Tuesday featuring Somalia held at the Loussac Library on Tuesday, October 15th, from 6:00 p.m. - 7:00 p.m.

Drag Storytime: Commissioner Hess attended Drag Storytime – For Teens & Adults, in the Wilda Marston Theatre. The program featured drag queens reading children’s story books with the themes of inclusion and acceptance. This event was held in the Wilda Marston Theatre at the Loussac Library on Saturday, October 19th, from 4:00 p.m. -5:00 p.m.

Identity Board Meeting: Commissioner Hess attended the monthly board meeting of Identity, Inc., Alaska oldest (1977) LGBT advocacy and education organization. This event was held at Identity Offices, on Tuesday, October 22nd, 5:30 p.m.-7:00 p.m.

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: December 9, 2019
TO: AERC Commissioners
FROM: Mitzi Bolaños Anderson, Executive Director
SUBJECT: Executive Director’s Report as of November 30, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 100 cases from January to November 2019. 100/11= 9.09 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	Nov. 2019
Total Determinations and Case Closures	92	105	97	107	126	126	100

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and received an upward modification of 11 additional cases. AERC closed these additional cases in EEOC’s database and has submitted those vouchers. AERC has requested an extension of its workshare agreement with EEOC for FFY 2020 and is currently awaiting the finalized FFY 2020 contract.

Inquiries and New Complaints. AERC staff fielded 487 inquiries and filed 122 new complaints from January to November 2019. 25.05% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	Nov. 2019
INQUIRIES	441	406	431	442	523	498	487
NEW COMPLAINTS	96	107	99	111	134	119	122
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	25.05%

Pending Cases. As of November 31, 2019, we have 94 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	Oct. 2019
Total Cases Under Investigation	63	66	69	70	80	71	94

Cases Over 240 Days Old. As of November 30, 2019, 16 cases are over 240 days old, which is 17.02% of the agency’s caseload and less than our goal percentage (2019 goal of <20% cases over 240 days old). There are 4 cases open over 400 days old, which is 4.25 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals (as of 12/1 payroll)

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	-\$146.29	-\$80,326.59	\$28,191.88	153.92
Labor	\$720,140.00	\$0.00	\$542,657.76	\$77,481.24	87.51
Non-Labor	\$27,596.00	\$1,656.25	\$122,900.38	\$878.90	99.31
IGC	\$192,901.00	\$0.00	\$149,580.49	\$43,320.51	77.54
Expense Accounts	\$940,637.00	\$1,656.25	\$815,138.63	\$121,680.65	87.06
Balance	\$888,356.00	\$1,509.96	\$734,812.04	\$149,872.53	83.13

III. Other Office Updates

Staff Meetings.

The executive director is completing one-on-one meetings with staff and the next all staff meeting will be on December 12th.

AERC Staffing. AERC is currently staffed with 5 full-time positions. We have an Investigator vacancy.

IV. Outreach Report – November 2019

Staff Outreach:

ACPRTF Meeting: On November 8th, Executive Director Mitzi Bolaños Anderson and Investigator 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. Task Force Members discussed potential forums to be held in 2020 and APD provided a brief presentation on police traffic enforcement.

Bridge Builders International Potluck: On November 16th, Investigator Gita Franklin helped and performed at the Bridge Builders International Potluck. This event was held at the Conoco Phillips Building on November 16th, from 4:05 p.m. – 7:00 p.m.

AERC Commission Meeting: On November 14th, AERC Staff attended the regularly scheduled Commissioner Meeting. Staff and Commissioners provided personal information regarding themselves and got to know each other. This meeting was from 6:00 p.m. – 7:00 p.m. at the Assembly Member’s Conference Room.

Teambuilding Volunteering: On November 15th, AERC Staff volunteered to serve lunch at the Bean’s Café’. The Bean’s Café is a place for the homeless and hungry to eat, rest, read, watch TV, make a phone call, or just relax. Their Mission is to fight hunger for all ages, one meal at a time, while providing a pathway to self-sufficiency with dignity and respect. This teambuilding event took place on Friday, November 15th, from 11:45 a.m. to 1:15 p.m.

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Commissioner Outreach:

AERC Commission Meeting: AERC Commissioners attended the regular AERC Commission meeting. This meeting was held in the Assembly Member's Conference Room on Thursday, November 14th, from 6:00 p.m. – 7:00 p.m.

7th Annual Urban & Rural in Alaska Conference: Commissioner Hess attended the UAA Urban & Rural in Alaska Conference, which focused on work being done in Anchorage and across the state by UAA faculty, students and community partners. This event was held at the in UAA – Cuddy Hall, Friday, November 15th, from 9:00 a.m. – 3:00 p.m.

Hiland Mountain Lullaby Concert: Commissioner Hess attended the 4th Hiland Mountain Lullaby Concert. Local musicians work with inmates at Hiland Mountain to help them write songs for their children (& other family members). This event was held at Hiland Mountain Correctional Center on Saturday, November 16th, from 1:00 p.m. -3:00 p.m.

Identity Open House: Commissioner Hess attended the monthly board meeting of Identity, Inc., Alaska's oldest (1977) LGBTQ education and advocacy organization. This event was held at Identity, 801 West Fireweed Lane, Suite 103, on Tuesday, November 22nd, 5:30 p.m.-7:00 p.m.

Identity Board Meeting: Commissioner Hess attended the monthly board meeting of Identity, Inc., Alaska oldest (1977) LGBT advocacy and education organization. This event was held at Identity, 801 West Fireweed Lane, Suite 103, on Tuesday, November 26th, 5:30 p.m.-6:30 p.m.

**ANCHORAGE EQUAL RIGHTS COMMISSION
MEMORANDUM**

DATE: January 7, 2020
TO: AERC Commissioners
FROM: Mitzi Bolaños Anderson, Executive Director
SUBJECT: Executive Director’s Report as of December 31, 2019

I. Case Status:

Case Closures. AERC investigators issued determinations or closed 108 cases from January to December 2019. 108/12= 9 per month (>2019 goal of 8 closures per month).

DETERMINATIONS AND CASE CLOSURES							
	2013	2014	2015	2016	2017	2018	Dec. 2019
Total Determinations and Case Closures	92	105	97	107	126	126	108

EEOC Contract. AERC was awarded 84 case closures for its EEOC contract for FFY 2019 and received an upward modification of 11 additional cases. AERC closed these additional cases in EEOC’s database and has submitted those vouchers. AERC has requested an extension of its workshare agreement with EEOC for FFY 2020 and is currently awaiting the finalized FFY 2020 contract.

Inquiries and New Complaints. AERC staff fielded 516 inquiries and filed 130 new complaints from January to December 2019. 25.19% of our inquiries were converted into perfected complaints (>2019 goal of 12%).

INQUIRIES AND NEW COMPLAINTS							
	2013	2014	2015	2016	2017	2018	Dec. 2019
INQUIRIES	441	406	431	442	523	498	516
NEW COMPLAINTS	96	107	99	111	134	119	130
% OF PERFECTED COMPLAINTS	21.77%	26.35%	22.97%	24.11%	25.62%	25.27%	25.19%

Pending Cases. As of December 31, 2019, we have 95 open cases pending.

PENDING CASES							
	2013	2014	2015	2016	2017	2018	Dec. 2019
Total Cases Under Investigation	63	66	69	70	80	71	95

Cases Over 240 Days Old. As of December 31, 2019, 23 cases are over 240 days old, which is 24.21% of the agency’s caseload and over our goal percentage (2019 goal of <20% cases over 240 days old). There are 6 cases open over 400 days old, which is 6.31 % of our caseload.

II. Budget:

The current 2019 Budget to Actuals report is set out below:

AERC YTD 2019 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$52,281.00	\$0.00	-\$80,594.35	\$28,313.35	154.16
Labor	\$620,139.00	\$0.00	\$583,777.09	\$36,361.91	94.14
Non-Labor	\$127,597.00	\$1,556.25	\$124,221.63	\$1,345.09	98.95
IGC	\$192,901.00	\$0.00	\$160,857.16	\$32,043.84	83.89
Expense Accounts	\$940,637.00	\$1,556.25	\$868,855.88	\$69,750.84	92.58
Balance	\$888,356.00	\$1,556.25	\$788,261.53	\$98,064.19	88.96

AERC YTD 2020 Budget to Actuals

	Current Budget	Encumbrance	Actuals	Difference	% Util
Revenue	-\$60,000.00	\$0.00	\$0.00	-\$60,000.00	0.00
Labor	\$747,880.00	\$0.00	\$0.00	\$747,880.00	0.00
Non-Labor	\$27,596.00	\$0.00	\$0.00	\$27,596.00	0.00
IGC	\$198,640.00	\$0.00	\$0.00	\$198,640.00	0.00
Expense Accounts	\$974,116.00	\$0.00	\$0.00	\$974,116.00	0.00
Balance	\$914,116.00	\$0.00	\$0.00	\$914,116.00	0.00

III. Other Office Updates

Staff Meetings.

AERC held a staff meeting on December 12th where we discussed: (1) staffing concerns for 2020 and 2021; (2) case management changes to maximize efficiency while assuring thoroughness and ability to learn from each other as a team; (3) the Commission retreat; (4) suggested updates to Title 5; (5) the future of the Anchorage Community Police Relations Task Force; (6) and establishing quarterly “Legal Lunches” where the executive director and staff will review case law, guidance, and new trends on a predetermined legal issue of particular concern to the Commission’s work.

AERC held an investigators’ meeting on December 31st where we discussed changes to the complaint writing process for 2020.

AERC staff gathered for an end of year celebratory luncheon on December 31st.

AERC Staffing. AERC is currently staffed with 5 full-time positions. The vacant Investigator III position was posted on December 30, 2019 and closes January 13, 2020.

IV. Outreach Report – December 2019

Staff Outreach:

Community Outreach/Training: On December 10th, Executive Director Mitzi Anderson and Investigator Stephanie Jedlicka conducted disability discrimination training for Access Alaska employees. In addition to their Anchorage employees, staff members called in from across the state. This event was held from 11:00 a.m. – 12:00 p.m.

Supervisory Training: On December 11th, Executive Director Mitzi Anderson attended a supervisor training on Coaching, Counseling, & The Disciplinary Process. This meeting was from 9:00 a.m. – 12:00 p.m. in training room 700 in City Hall.

Educational Activity: On December 26th, Executive Director Mitzi Anderson completed 3 Ethics CLE credits.

Commissioner Outreach:

Quarterly BPAC Meeting: Commissioner Hess attended the quarterly meeting of the AMATS Bicycle & Pedestrian Advisory Committee. The BPAC recommends bicycle and pedestrian projects to AMATS. This meeting was held in RM 155 at City Hall on Tuesday, December 10th, from 6:30 p.m. – 8:30 p.m.

Vision Zero Steering Committee: Commissioner Hess attended the meeting of the Anchorage Vision Zero Steering Committee, where the Center for Safe Alaskans presented on the USAA Safe Driver Competition that will be coming to Anchorage in 2020. This event was held in UAA RM 170 at the MOA Permit Center, Wednesday, December 11th, from 2:00 p.m. – 3:00 p.m.

Tradition Tuesday: Commissioner Minaei attended the Traditions Tuesday featuring Alaska Native drumming and history at the Loussac Library on Tuesday, December 17th, from 6:00 p.m. - 7:00 p.m.