



ANCHORAGE EQUAL RIGHTS COMMISSION

REGULAR MEETING
THUR, JULY 17, 2025
6:00 P.M. to 7:00 P.M.
EQUAL RIGHTS COMMISSION CONF. ROOM (1ST FLOOR OF CITY
HALL) AND VIA MICROSOFT TEAMS
632 W. 6TH AVE. STE 110

Minutes

1. Call to Order

- a. Called to Order by Elan Aqua at 6:00 pm.

2. Roll Call

- a. **Members Present**
 - Elan Aqua, Chair
 - Doreen Brown, Vice Chair
 - Ryan Roley
 - May Ramirez-Xiong
 - Antavia Hamilton
 - Heather Barbour
 - Stephanie Harrod
- b. **Members Absent**
 - Kevin Klump, Secretary, excused
 - Michael Maberry, excused
- c. **Staff Present**
 - Jennifer Booz, Executive Director
 - Maya Amor, Executive Assistant
 - Lanette Harley, Investigator
 - Tumaini Cade, Investigator
- d. **Public Present**
 - Cheryl Williams
 - Jasmin Smith
 - Kurtis

3. Approval of Agenda

Motion: to approve the agenda
Maker: Elan Aqua

2nd: Doreen Brown

4. Land Acknowledgment.

- a. Read by Doreen Brown

5. Mission Statement.

- a. Read by Stephanie Harrod

6. Approval of Previous Minutes

Regular Meeting on June 26, 2025

Motion to approve the June 26 meeting's minutes

Maker: Elan Aqua

Passed with Unanimous Consent

7. Unfinished Business

- a. Exit Interview Process.
 - i. Investigator Harley presented the proposed Exit Interview process.
 - ii. Commissioners Elan Aqua and Doreen Brown discussed this with Executive Director Jennifer Booz, Investigator Lanette Harley, and Legal Advisor Paul Ervasti.
 - iii. Tabled for the next meeting.
- b. Update on Case Status.
 - i. Case reopened still under review.
- c. Seated positions.
 - i. Tabled due to excused absence.

8. New Business

- a. Executive Director's Report
 - i. Executive Director Jennifer Booz presented the Executive Director's Report.
 - ii. Commissioners discussed this report.
 - Motion: To review job descriptions and analyze pay rates across the country to see if AERC matches the average
 - Maker: Doreen Brown
 - 2nd: Elan Aqua
 - Passed unopposed
 - Motion: add Commission Retreat to the Agenda
 - Maker: Elan Aqua
 - 2nd: Stephanie Harrod
 - Passed unopposed
 - Motion: add 50th Anniversary of AERC to Agenda
 - Maker: Elan Aqua

- 2nd: Stephanie Harrod
 - Passed unopposed
- b. Committee Training.
 - i. Motion: to table this item
 - Maker: Elan Aqua
 - 2nd: Doreen Brown
 - Passed unopposed
- c. Changes to ED Report.
 - i. Included and can be added anytime.
- d. Outreach and Education Plan.
 - i. Motion: to table this item
 - Maker: Elan Aqua
 - 2nd: Doreen Brown
 - Passed unopposed
- e. Meeting schedule/location.
 - i. No proposed change.
- f. Subcommittee Response:
 - i. Motion: to hire outside legal counsel to investigate improper practices within the Commission.
 - 2nd: No second, motion fails.
 - ii. Motion: to have HR and Legal explain the hiring policy for AERC
 - 2nd: Doreen Brown
 - Passed unopposed.

9. Requests for Future Agenda Items and Commissioner Comments

- a. Commission Retreat
- b. Commission Strategic Plan
- c. 50th Anniversary
- d. Job Descriptions and Salary Review

10. Public Comments and Audience Participation

- a. Jasmin recommends providing commissioners with Roberts Rules cheat sheet.

11. Date for Next Meeting (also include discussion of meeting location options)

- a. September 21st, 2025.

12. Adjournment

Motion: To adjourn at 7:00 p.m.

Maker: Elan Aqua.

2nd: Stephane Harrod