



# MUNICIPALITY OF ANCHORAGE

## Assembly Memorandum

AM No. 598 - 2025

Meeting Date: August 12, 2025

**FROM: MAYOR**

**SUBJECT: EXECUTIVE APPOINTMENT – CONFIRMATION HEARING.**

Pursuant to the Municipality of Anchorage Charter in sections 5.02, 5.03 through 5.05 and the Anchorage Municipal Code sections 2.30.095, 3.20.020, and 3.20.070, I ask the Assembly to confirm the following executive and department head that I have appointed:

| <u>Name</u>          | <u>Position</u>               |
|----------------------|-------------------------------|
| Annmarie Billingsley | Chief Human Resources Officer |

A resume submitted in accordance with Anchorage Municipal Code section 3.30.173 is attached for your information.

**THE ADMINISTRATION RECOMMENDS APPROVAL.**

|                         |   |
|-------------------------|---|
| Prepared by:            | David Samsa, Human Resources Executive Assistant    |
| Approved by:            | Annmarie Billingsley, Chief Human Resources Officer |
| Concur:                 | William D. Falsey, Chief Administrative Officer     |
| Concur:                 | Rebecca A. Windt Pearson, Municipal Manager         |
| Respectfully submitted: | Suzanne LaFrance, Mayor                             |

# ANNMARIE BILLINGSLEY

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## EDUCATION & QUALIFICATIONS

Alaska Bar Association, November 2010—Present

Alaska Municipal Attorneys Association, 2017—Present

International Municipal Lawyers Association, 2017—Present

**Inspire Leadership Academy**, April—October 2020

**Labor Arbitration Institute**, Labor Law & Labor Arbitration, March 2020

**National Institute for Trial Advocacy**, Trial Skills, August 2018

**Lewis and Clark Law School**, Portland, Oregon: JD, *cum laude*, law review, ABA negotiation competition 2nd place, Harvard national closing argument competition finalist, Appellate brief honors, May 2010

**University of Richmond**, Richmond, Virginia: BA, *cum laude*, Rhetoric and Communication Studies, May 2003

## EXPERIENCE

**Municipality of Anchorage**, Anchorage, Alaska

Acting Chief Human Resources Officer, April 2025—present

Assistant Municipal Attorney, September 2024—present

- Co-Chair of the Alaska Bar Association Employment Law Section
- Represent the MOA in discrimination proceedings in front of the AERC, EEOC, and ASCHR
- Serve on the MOA's collective bargaining team, SAP executive steering panel, employee health care committee, and lifecycle solutions team
- Consult with municipal departments on hiring, progressive discipline, and personnel-related matters
- Provide direction and support in areas such as investigation, performance management, grievance resolution, and collective bargaining agreement interpretation

**Fairbanks North Star Borough**, Fairbanks, Alaska

Assistant Borough Attorney, July 2017—July 2023

- Provided legal advice to the Mayor, Assembly, staff members, and boards and commissions
- Primary advisor to the Human Resources Department. Provided additional support and guidance after the retirements of the Human Resources Director and Personnel Manager
- Regularly attended executive leadership team meetings, policy review committee meetings, and director/manager meetings to advise on strategy and best practices
- Served on the FNSB collective bargaining team. Negotiated CBAs with Laborers' Local 942 and APEA
- Represented the Borough in arbitrations regarding terminations and union grievances
- Conducted trainings across all levels of the Borough
- Reviewed and provided feedback on investigations and employee discipline
- Represented the Borough in all types of adversarial proceedings and litigation before State and Federal courts and in administrative forums

**Chena Legal, LLC**, Fairbanks, Alaska

Solo Practitioner, July 2013—July 2017 and January 2024—August 2024

- Operate a full service law practice
- Litigate civil cases, including employment law cases, in Fairbanks and Anchorage Superior Courts
- Draft contracts, agreements, wills, deeds, petitions, legal briefs, and other documents for clients

**Alaska Network on Domestic Violence and Sexual Assault**, Fairbanks, Alaska

Pro Bono Attorney, February 2011—September 2017

**Alaska Court System**, Fairbanks Alaska

Mediation Program Mediator, September 2016—June 2017

**UAF Community and Technical College, Paralegal Studies Program**, Fairbanks, Alaska  
Adjunct Professor, January 2014—May 2017

**Foster & Rogers, LLC**, Fairbanks, Alaska  
Associate Attorney, October 2010—June 2013

- Handled a full range of domestic relations cases from client intake through trial
- Drafted multiple appeal briefs to the Alaska Supreme Court

**Oregon Department of Justice**, Portland and Salem, Oregon  
Law Clerk, General Counsel Division, Natural Resources Section, May 2009—November 2009  
Law Clerk, Trial Division, Torts Section, May 2008—November 2008

## **INTERESTS**

Former member of the Nordic Ski Club of Fairbanks, Fairbanks Cycling Club, Running Club North, Northern Literati Book Club, Co-Op Market Board, Volunteer for the Fairbanks North Star Borough School District