



## Wednesday, August 28, 2024 (continued)

Page No.

- |              |   |           |
|--------------|---|-----------|
| <b>12:20</b> | <b>Lunch</b>  |           |
| <b>1:10</b>  | <b>Mission Moment</b><br>Alaska Brain Bus <ul style="list-style-type: none"><li>• Adam Grove, ND</li></ul>  |           |
| <b>1:30</b>  | <b>Statutory Advisor Update</b> <ul style="list-style-type: none"><li>• Stephanie Hopkins, Acting Executive Director, Alaska Mental Health Board /Advisory Board on Alcoholism and Drug Abuse</li><li>• Jon Haghayeghi, Executive Director, Alaska Commission on Aging</li><li>• Patrick Reinhart, Executive Director, Governor’s Council on Disabilities and Special Education</li></ul> | hand-outs |
| <b>2:30</b>  | <b>Break</b>  |           |
| <b>2:45</b>  | <b>Statutory Advisor Update</b> <ul style="list-style-type: none"><li>• Heidi Hedberg, Commissioner Dept. of Health</li><li>• Kim Kovol, Commissioner Dept. of Family &amp; Community Services</li></ul>  |           |
| <b>3:15</b>  | <b>Break</b>  |           |
| <b>3:30</b>  | <b>Public Comment</b> <ul style="list-style-type: none"><li>• For Public Comment Guidelines click <a href="#">here</a></li></ul>  |           |
| <b>5:00</b>  | <b>Recess</b>   |           |

## Thursday, August 29, 2024

Page No.

<b>8:30</b>	<b>Call to Order Announcements</b>	
<b>8:35</b>	<b>Approvals</b>	111
	• Gastineau Recovery Supportive Housing	114
	• Concussion Legacy Foundation, Inc.	118
	• Fairbanks Hopelink Legacy Warming Center	125
	• Hospice of Anchorage	130
	• Sponsorship of the 2024 All Alaska Pediatric Symposium	135
	• Alaska Hospital & Healthcare (AHHA) Annual Conference	139
	• ASAGA Annual Conference Fueling Our Foundation	143
<b>9:35</b>	<b>Resource Management Committee Report / Update</b>	147
	• Trust Authority Building Options	
	• Subdivision Development Program	
	• Mineral Lease (MHT 9400902)	
	• Term Easement (MHT 9201024)	
	• Mineral Lease Amendment – (MHT 9400248)	
<b>9:55</b>	<b>Finance Committee Report / Update</b>	171
	• FY25 Budget Ratification	
	• Trust Authority Office Agency Budget FY26	
	• Trust Land Office Agency Budget FY26	
<b>10:15</b>	<b>Break</b>	
<b>10:30</b>	<b>FY26/27 Budget Deliberations</b>	188
<b>11:45</b>	<b>Lunch</b>	

**Thursday, August 29, 2024  
(continued)**

Page No.

<b>12:30</b>	<b>Governance Discussion</b>	191
<b>2:30</b>	<b>Break</b>	
<b>2:45</b>	<b>Board Elections</b>	
<b>3:00</b>	<b>Trustee Comments</b>	
<b>3:15</b>	<b>Adjourn</b>	

**Additional Documents**

•	Audit & Risk Committee Report	221
•	Program & Planning Committee Report	222
•	FY26/27 Proposed Budget Spreadsheet	hand-out
•	FY26/27 Proposed Budget Detail Report	hand-out

## Future Meeting Dates

### Full Board of Trustees / Program & Planning / Resource Management / Audit & Risk / Finance

(Updated – August 2024)

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- |                                |                           |                        |
|--------------------------------|---------------------------|------------------------|
| • Audit & Risk Committee       | October 16, 2024          | (Wed)                  |
| • Finance Committee            | October 16, 2024          | (Wed)                  |
| • Resource Mgt Committee       | October 16, 2024          | (Wed)                  |
| • Program & Planning Committee | October 17, 2024          | (Thu)                  |
| • Full Board of Trustees       | November 13-14, 2024      | (Wed, Thu) – Anchorage |
|                                |                           |                        |
| • Audit & Risk Committee       | January 8, <b>2025</b>    | (Wed)                  |
| • Finance Committee            | January 8, <b>2025</b>    | (Wed)                  |
| • Resource Mgt Committee       | January 8, <b>2025</b>    | (Wed)                  |
| • Program & Planning Committee | January 9, <b>2025</b>    | (Thu)                  |
| • Full Board of Trustees       | February 5-6, <b>2025</b> | (Wed, Thu) – Juneau    |
|                                |                           |                        |
| • Audit & Risk Committee       | April 23, <b>2025</b>     | (Wed)                  |
| • Finance Committee            | April 23, <b>2025</b>     | (Wed)                  |
| • Resource Mgt Committee       | April 23, <b>2025</b>     | (Wed)                  |
| • Program & Planning Committee | April 24, <b>2025</b>     | (Thu)                  |
| • Full Board of Trustees       | May 21-22, <b>2025</b>    | (Wed, Thu) – TBD       |
|                                |                           |                        |
| • Audit & Risk Committee       | July 29, <b>2025</b>      | (Tue)                  |
| • Finance Committee            | July 29, <b>2025</b>      | (Tue)                  |
| • Resource Mgt Committee       | July 29, <b>2025</b>      | (Tue)                  |
| • Program & Planning Committee | July 30 – 31, <b>2025</b> | (Wed, Thu)             |
| • Full Board of Trustees       | August 27-28, <b>2025</b> | (Wed, Thu) – Anchorage |

## Future Meeting Dates Statutory Advisory Boards (Updated – July 2024)

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### **Alaska Commission on Aging**

ACO: <http://dhss.alaska.gov/acoa/Pages/default.aspx>

Executive Director: Jon Haghayeghi, (907) 465-4879, [jon.haghayeghi@alaska.gov](mailto:jon.haghayeghi@alaska.gov)

- Quarterly Meeting (fall): September 9-13, 2024 / Kotzebue
- Quarterly Meeting (winter): December 4, 2024 / Zoom

### **Alaska Mental Health Board / Advisory Board on Alcoholism and Drug Abuse**

AMHB: <http://dhss.alaska.gov/amhb/Pages/default.aspx>

ABADA: <http://dhss.alaska.gov/abada/Pages/default.aspx>

Acting Executive Director: Stephanie Hopkins, (907) 465-4667, [stephanie.hopkins@alaska.gov](mailto:stephanie.hopkins@alaska.gov)

- Quarterly Meeting (fall) – October 1-4, 2024 / Ketchikan
- Standing Advocacy Committee: Mondays from 12:00pm – 1:00pm
- Executive Committee: Second Monday at 9:00am

### **Governor’s Council on Disabilities and Special Education**

GCDSE: <http://dhss.alaska.gov/gcdse/Pages/default.aspx>

Executive Director: Patrick Reinhart, (907)269-8990, [patrick.reinhart@alaska.gov](mailto:patrick.reinhart@alaska.gov)

- Triannual Meeting (fall): September 19-20, 2024 / Anchorage
- Triannual Meeting (winter): February 11-13, 2025 / Juneau

**The Trust's  
Guiding Principles /  
Mission Statement /  
Trust Budget  
Process Flowcharts**

## Trust Guiding Principles

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**To improve the lives of Trust beneficiaries, The Trust is committed to:**

Education of the public and policymakers on beneficiary needs;

Collaboration with consumers and partner advocates;

Maximizing beneficiary input into programs;

Continually improving results for beneficiaries;

Prioritizing services for beneficiaries at risk of institutionalization or needing long-term, intensive care;

Useful and timely data for evaluating program results;

Inclusion of early intervention and prevention components in programs;

Provision of reasonably necessary beneficiary services based on ability to pay.

Approved 5-12-09, Board of Trustee meeting



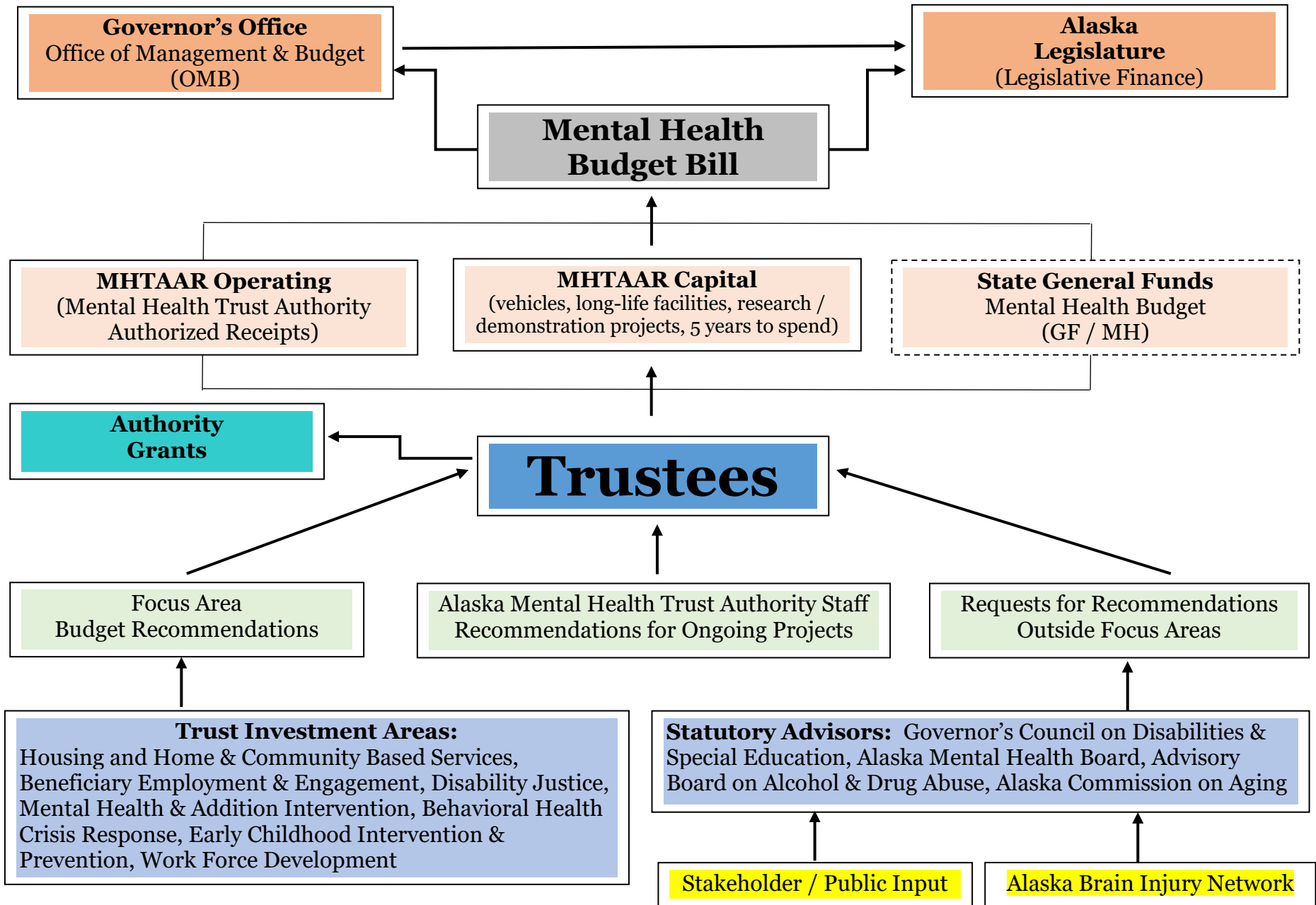
## Trust Mission Statement

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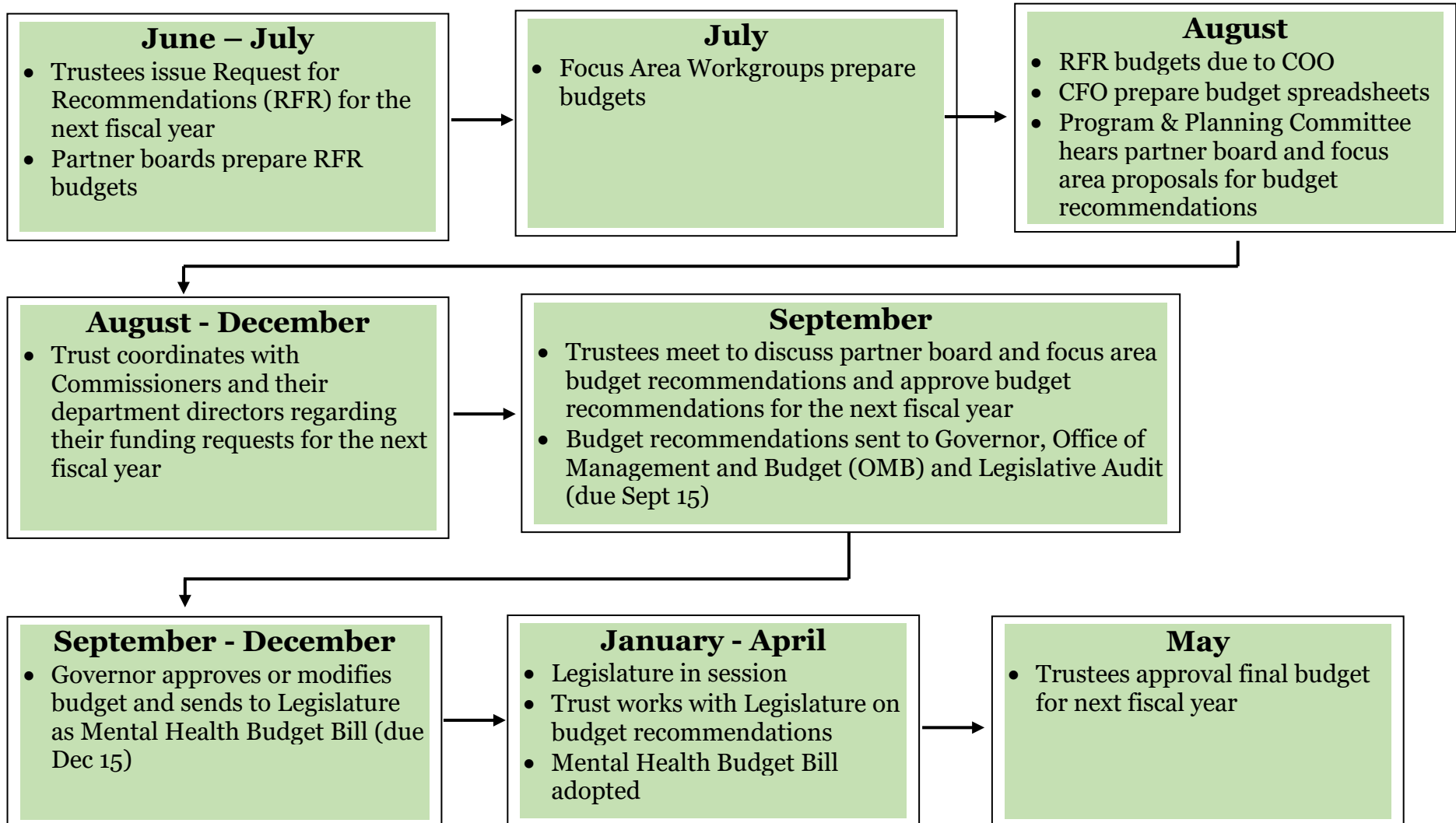
The Alaska Mental Health Trust Authority (The Trust) administers the Mental Health Trust to improve the lives of beneficiaries. Trustees have a fiduciary responsibility to protect and enhance trust assets in perpetuity for the beneficiaries. The Trust provides leadership in advocacy, planning, implementing and funding of the Comprehensive Integrated Mental Health Program; and acts as a catalyst for change.

Approved 5-12-09, Board of Trustee meeting

# Alaska Mental Health Trust Authority Budget Process



## Annual Mental Health Budget Bill Process

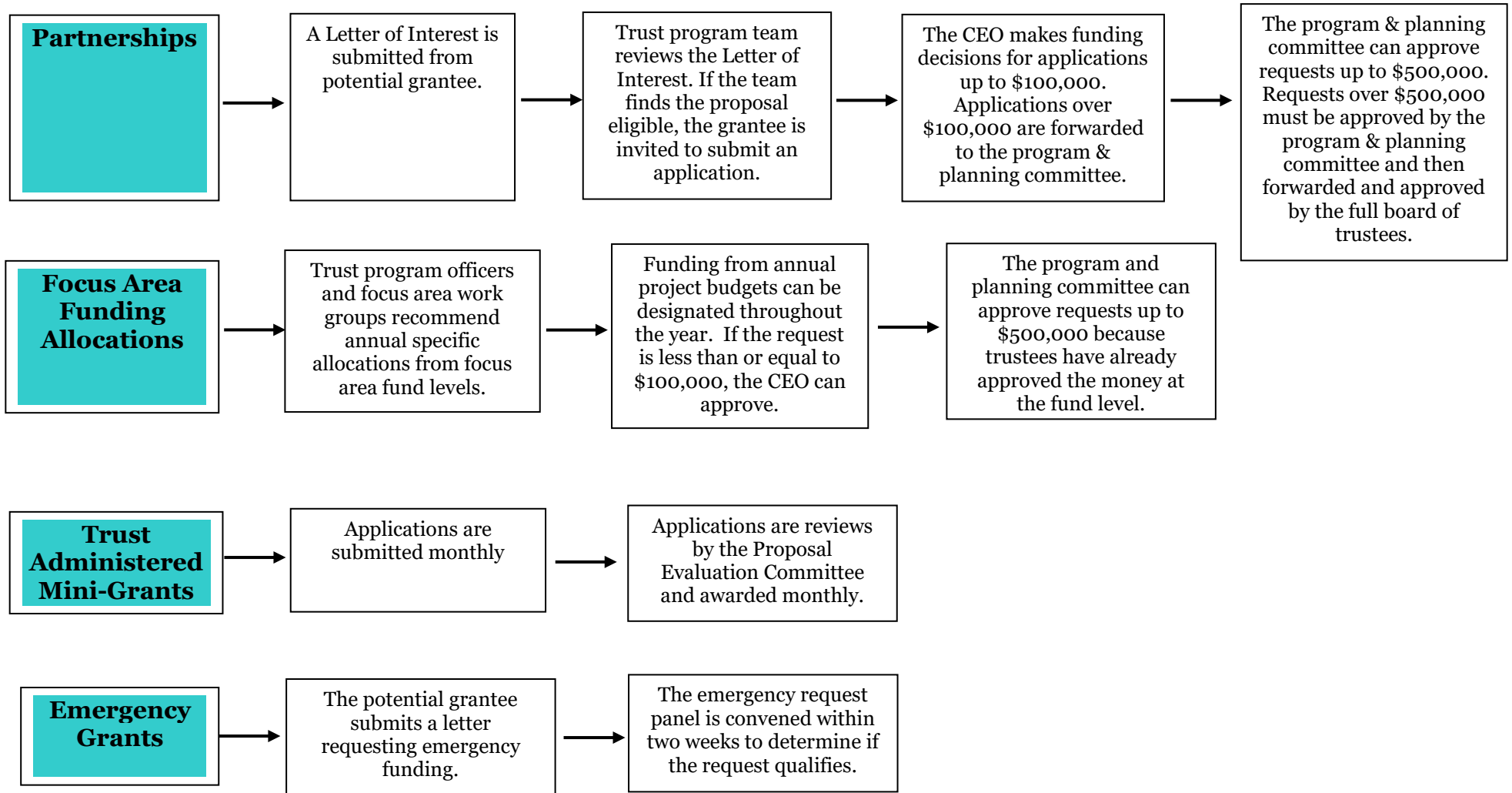


Note: timeline represents those items in the green boxes in the chart entitled “Alaska Mental Health Budget Process”

01/23/2019

# Grant Approval Process for Authority Grant Funds

All annual budgets are approved by the full board of trustees at the September meeting



Note: this chart depicts those items included in the teal box labeled “Authority Grants” on the chart entitled “Alaska Mental Health Trust Authority Budget Process”

Revised: 01/23/2019

# Alaska Mental Health Trust Annual Calendar

TRUSTEES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Scheduled full board meeting & prep												
Scheduled committee meetings & prep												
APOC filing due 3/15												
Officer elections												
Board evaluations												
CEO evaluation												

LEGISLATURE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Budget finalization with departments												
Trust advocacy trainings												
House/Senate Finance budget presentation												
Legislative session												

PROGRAM	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Focus area budget updates, stakeholder mtg												
Request for recommendations (RFR) issued												
Statements of Intent / grant agreements												
Trust/DBH quarterly meetings												
Small projects												
Grant quarterly reports												
Rural Outreach (every 2yrs)												

LAND OFFICE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Resource field season												
Real estate BOV/appraisals												
Fall land sale												
Quarterly reports												
Ft. Knox audit (every 2yrs)												

ADMINISTRATION	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Fiscal year end & re-appropriation												
External audit												
Operating budget due 9/15												
Trust annual report												
Contract renewals												
OMB measures												
Asset allocation annual review												

ADVISORY BOARDS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Statutory Advisory Board - ACoA												
Statutory Advisory Board - AMHB/ABADA												
Statutory Advisory Board - GCDSE												

**Minutes for the  
April 24, 2024  
Full Board of Trustees  
Meeting**

**ALASKA MENTAL HEALTH TRUST AUTHORITY  
SPECIAL FULL BOARD COMMITTEE MEETING**

**April 24 2024  
1:30 p.m.**

**Hybrid Meeting  
Alaska Mental Health Trust Authority  
3745 Community Park Loop, #200  
Anchorage, Alaska 99508**

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**Trustees Present:**

Anita Halterman, Chair (Virtual)  
Brent Fisher (Virtual)  
Kevin Fimon  
Agnes Moran (Virtual)  
John Sturgeon  
John Morris  
Rhonda Boyles

**Trust Staff Present:**

Steve Williams  
Katie Baldwin-Johnson  
Miri Smith-Coolidge  
Michael Baldwin  
Julee Farley  
Allison Biastock  
Valette Keller  
Kelda Barstad  
Luke Lin  
Debbie DeLong  
Carrie Predeger  
Janie Ferguson  
Eliza Mus  
Eric Boyer  
Heather Phelps  
Tina Volker-Ross

**Trust Land Office staff present:**

Jusdi Warner  
Sarah Morrison  
Jeff Green  
Tracy Salinas  
Blain Alfonso

**Also Participating:**

Commissioner Heidi Hedberg; Deputy Commissioner Emily Ricci; Lynn Kellman-Cruz; Christopher Orman; Katie Hegland; Ian Casey; Kathy Merrick; Neil Hickok; Patrick Rumley; Sandra Heffern; Gene Hickey; John Springsteen; Patrick Reinhart; Bryce Coryell; Heather Maidl; Justin Slaughter; Alyssa Bish; Jena Crafton; Rod Shipley; Tony Newman; Stephanie Wheeler; Stephanie Hopkins.

## PROCEEDINGS

### CALL TO ORDER

CHAIR HALTERMAN called the meeting to order and began with a roll call. She asked for any announcements. Hearing none, she asked for a motion to approve the agenda.

### APPROVAL OF THE AGENDA

**MOTION:** A motion to approve the agenda was made by TRUSTEE STURGEON; seconded by TRUSTEE MORRIS.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Morris, yes; Trustee Sturgeon, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN called for any ethics disclosures. Hearing none, she turned the floor over to Steve Williams, noting that we are going to go into Executive Session rather quickly. Initially, it will be with counsel, and will be expounded on after the Board of Trustees is able to meet with counsel.

MR. WILLIAMS stated that the Trust partners and Trust staff are appreciative of the Board's willingness to continue this conversation that we talked about a month ago related to The Arc and the beneficiaries that they serve. Since that time, the Department of Health, public partners, Trust staff, community members, have been engaged in working with The Arc to look at the situation, identify the challenges, the solutions around those challenges, and what is or is not a sustainable path forward. We believe that there is a sustainable path forward, which will be heard about from others. Since Chair Halterman is on the phone, he stated that he will be her eyes so that she knows who has a question. Following these brief introductory remarks, we are going to go into an Executive Session, and we are really trying to keep the remarks at the beginning of this afternoon concise and tight so that there is ample opportunity for trustees to dialogue, ask questions, and engage with the resources that are in the room so that they get a good picture of where we currently stand and what potential options may or may not be there.

MS. BALDWIN-JOHNSON took a moment to orient folks to who is in the room. First, Commissioner Hedberg, Deputy Commissioner Ricci, and Lynn Kellman-Cruz, deputy director for Senior and Disability Services. In addition to the Department of Health partners in the room, Ian Casey, executive director and CEO with The Arc of Anchorage and Katie Hegland, is the CFO. From The Arc board of directors, Brice Coryell, the president and chair; Kathy Merrick, a director; and Neil Hickok, also with the board of The Arc. From The Arc Foundation Board of Directors, Chair and President Patrick Rumley is here. On the phone is Rod Shipley, who is on the board of directors for The Arc Foundation. She continued that in the packet is a summary that provides an outline of the activities and the short-term, medium-term, and long-term options for supporting The Arc on a path towards sustainability.

COMMISSIONER HEDBERG stated that mid to the end of February is when the Department of Health became aware of the current situation with The Arc of Anchorage. That is when, internally, we came together. Deputy Commissioner Emily Ricci is leading a crisis response and stabilization team made up of a group of subject-matter experts across various Divisions within the Department of Health. We came together and have four focus areas: One was to understand the situation and the causes that led to the situation; two was to identify the medium-, short-term



and long-term solutions so the Department can participate; third is coordinating among all of the resource partners to support this organization; fourth was accountability, insuring that we were supporting this organization and that there was clear accountability. In those four areas, there are groupings of strategies: Leadership, The Arc has been very collaborative, very open in working with us. We have partnered with and we have asked Sandra Heffern to be a support to the CEO. The board was looking for support, as well. We reached out to Foraker, who is going to be providing support to the board. Leadership is important as you are managing a crisis and looking at what is next coming down the pike, and how to turn this situation into more of a long-term, stable situation. Those strategies are in place. Accountability, many of the beneficiaries that this organization supports are supported on waivers. For billing practices, we wanted to make sure that there was additional technical assistance to make sure that for what is billable that there is clear documentation for, and that everything was moving forward. We have staff with Senior and Disability Services that are providing technical assistance to the organization. We wanted to look at a corporate integrity agreement, looking at Medicaid billing and that relationship, to make sure that there are clear roles and responsibilities between the Department of Health and The Arc to make sure that we knew where the areas of support were, that we both agreed to those, and that it was outlined in a document. Other strategies around business continuity, what does it look like in the short term, medium, and for the long term. That came to working with the Division of Behavioral Health, who manages the contract, to make sure that those claims that were coming to us were reviewed and processed in a timely manner. There are many organizations that are struggling with that contract, and we are well aware of it. We want to make sure that they were prioritized to go through and review those claims. Business accountability, a lot of resource partners came and said to us, "How can we support? This is our focus area." We have had a lot of collaborative conversations, again, with this is what you can bring to the table, how can we support The Arc, and sort of next steps and sort of moving forward. Those conversations have been launched, and we have been facilitating conversations with our Congressional delegation. The Arc is waiting on some relief funding to come through. We asked the Congressional delegation to step in on the review of that application. There is a lot of work, conversations, and getting up to speed with what are the specific needs and who are the resource partners that can step in and support the organization sort of moving forward on a better path.

CHAIR HALTERMAN asked for any questions from trustees.

TRUSTEE BOYLES stated that first we think of our benefactors, then we think about money, and we think about accountability, all of what was presented today. She asked if there is an approach to have some type of a permanent advisory group to come around The Arc on a formal basis, every month or every two weeks or whatever The Arc feels is necessary, to actually problem-solve and dig down into what we can all do to make The Arc last. Because from 1957, when it was formed, until today, a tremendous amount of storms have been weathered. Whatever the storm is, we have to figure out how to weather it and move forward. She stated that her prayer is that they are not the tip of the iceberg.

MR. CORYELL stated that The Arc's mission is to encourage and support people with disabilities. As a board member, we had been thinking about three points recently: Why The Arc can be sustainable again; why a funder will not lose money; and why continuing this turnaround process is in the best interest of the beneficiaries. He continued that since he became board president, the focus has been on achieving sustainability; but we have not been successful. Until recently, there was very little quantitative financial progress. However, management

successfully reversed a near decade-long decrease in revenues by adding new services; and that reduced The Arc's monthly loss by about 75 percent. He stated that for the first time since he had been involved with The Arc, there is a clear path to sustainability. Six months ago, he figured that it would fall on him to preside over the end of The Arc, figuring that the best difference the board could ultimately make happen would be to insure a smooth transition and a soft landing for the beneficiaries. Now he sees a better outcome: Sustainability, profitability, repaying the foundation, and building it up again. The Arc is now receiving support from others that are very committed to our beneficiaries. The Arc's balance sheet is actually strong. The assets The Arc has are more than sufficient to repay a funder; and those assets can be pledged and secured. The assets also exist to pay back a funder if The Arc does not continue its trajectory of improvement. Now is the time for outside help. It was not before now because The Arc had resources. He continued that community-based providers like The Arc serve beneficiaries with the most complex needs and enhance the lives of the larger IDD community by providing a sense of community that small providers are not able to provide. If we lose The Arc, we reduce capacity to support the acute-need population; and we would also lose some of the bedrock that helps Alaskans who experience a disability to live full lives. In summary, The Arc is undeniably making progress and now has resources to be successful. We should try and save The Arc because it makes people's lives better and because the financial risk of doing so is low. He stated that they are there to answer any questions, and to discuss any solutions that may help our beneficiaries.

CHAIR HALTERMAN thanked Mr. Coryell and stated that she looked forward to a constructive conversation today. She appreciated the commentary, and was glad that there are a lot of partners at the table helping as we move forward in a new direction for The Arc. Rather than waste time on additional commentary, she moved into the Executive Session for planning purposes for trustees, and to expand that scope of that Executive Session to include as many of the partners as possible. There will be a brief time where it will just be trustees, and we will move on with counsel from the Trust Land Office, and Gene Hickey in the room. She asked for a trustee to read the motion so we can consider going into Executive Session.

#### **EXECUTIVE SESSION**

**MOTION: Per AS 44.62.310(c) (1), (c) (2), a motion that the Special Full Board of Trustees meeting move into Executive Session to discuss confidential matters pertaining to commercial real estate, the immediate public knowledge of which would clearly have an adverse effect upon the finances of a public entity. No decisions will be made in the Executive Session. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE STURGEON.**

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Fimon, yes; Trustee Fisher, yes; Trustee Moran, yes; Trustee Morris, yes; Trustee Sturgeon, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that for now we will just have legal counsel and the trustees present.

(Executive Session from 1:56 p.m. until 4:46 p.m.)

MR. WILLIAMS stated that in the room ready to go is the TAO/TLO staff, our guests from the Department of Health, The Arc, and others.

**NOTICE OF RETURN FROM EXECUTIVE SESSION:** For the record, myself, my fellow trustees, members of the Trust Authority and Trust Land Office are returning to the Special Full Board meeting from the Executive Session. We did not make any decisions during the Executive Session. The statement was made by TRUSTEE BOYLES.

CHAIR HALTERMAN asked for a motion.

#### **PURCHASE OF THE ASSOCIATION OF RETARDED CITIZENS**

**MOTION:** A motion that the Alaska Mental Health Trust Authority offer to purchase from the Association of Retarded Citizens of Anchorage any and all buildings, improvements, furniture, fixtures and equipment owned by The Arc located at the premises they lease from the Alaska Mental Health Trust Authority/Trust Land Office under the Lease No. 02138 and any amendments thereto, and terminate the existing lease for the premises being Lease No. 502130, and enter into a new lease under the following terms and conditions: A, purchase price for the buildings, improvements, furniture, fixtures, and equipment for \$1 million; B, AMHTA will provide a deposit to Arc at agreement of sale signing that will permit Arc to operate for a minimum of three months in an amount not to exceed \$300,000 that The Arc can use immediately for current operations and which will be a credit to the amount owed by AMHTA at closing; C, Arc warrants it has good and marketable title to the buildings, improvements, furniture, fixture and equipment (FFE); D, Arc will convey the buildings and improvements by General Warranty Deed or other agreeable documentation to be determined by AMHTA/TLO's sole and absolute discretion; E, Arc has authority to enter into this purchase agreement and does so freely and voluntarily; F, AMHTA can inspect and inventory the buildings, improvements and FFE or waive such inspection; G, closing to take place within 90 days; H, termination of Lease No. 02130 and any and all amendments thereto; I, a new lease agreement entered into between the Alaska Mental Health Trust Authority/Trust Land Office, as lessor, and Arc, as lessee, for the same buildings, improvements, furniture, fixtures, and equipment for a below-market value lease authorized under existing AMHTA/TLO regulations and under the following terms and conditions: 1, Arc is responsible for maintaining buildings and improvements except structural repairs for the term of the lease; 2, AMHTA is responsible for structural repairs, including the roof, but not HVAC; 3, Arc is responsible to replace FFE as necessary to carry out its operations and to keep the same level of services currently offered to its clients, and at lease termination, any FFE purchased or replaced by Arc after the closing on the real estate passes to AMHTA without further consideration; 4, the new lease will consist of the least amount of land necessary for The Arc to operate with applicable parking, thus leaving the remainder of the premises available to AMHTA/TLO for other uses; 5, lease term is seven years, subject to renewal, upon mutually agreeable terms by AMHTA/TLO and The Arc; 6, the lease will automatically terminate if The Arc ceases business operations, fails to provide the current level of services to The Arc patients/residents, or transfers its operations to another entity without the express prior approval by AMHTA, and the lease will terminate for any violation/breach by Arc. The lease may be terminated at any time on the mutual agreement of both parties. 7, The Arc will be responsible for all nonstructural repairs and maintenance of the buildings and common areas. Commercial general liability insurance claiming AMHTA/TLO as additional insureds in an amount not less than \$1 million per occurrence and \$2 million in

the aggregate; fire and casualty replacement cost insurance in the amount of at least \$1 million for building and improvements and \$500,000 in contents naming AMHTA/TLO as loss payees; professional liability insurance in an amount of at least \$1 million per occurrence and in the aggregate, and utilities and taxes, if an. 8, it is the express intent that the lease is a triple net lease; 9, such other terms and conditions as mutually agreed to by AMHTA/TLO and Arc. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE BOYLES.

CHAIR HALTERMAN asked if there was any conversation or questions from trustees. Hearing none, she called for the vote.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Fimon, yes; Trustee Fisher, no; Trustee Moran, yes; Trustee Morris, yes; Trustee Sturgeon, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN noted that the motion passed, and asked if there was any other business.

MR. WILLIAMS asked about the short-term need of The Arc, and how to accommodate that.

MR. HICKEY replied that it will be upon agreement and signing. It will be incumbent upon the parties to get together and get that agreement done with the understanding that May 1st was The Arc's date of needing the cash infusion. So once that agreement is signed, they would have the access to that \$300,000 earnest deposit from the Trust to The Arc.

MR. WILLIAMS asked if that would meet the needs of The Arc to be able to continue the path forward towards what has been discussed.

MR. CORYELL answered that he believed so.

MS. FARLEY stated that in looking at the calendar and trying to figure out when we could get funds into The Arc, if they are due on May 1st, a wire could be immediate. The ACH process is one to three days.

MR. CORYELL stated that the May 1st shutdown allowed for funds to pay bills that would be part of the shutdown. There is not a liquidity need if we know liquidity is coming on May 1st. There is a scheduled board meeting tomorrow where this issue will be nearly the only thing that will be discussed. He stated that the timetable is probably satisfactory.

## **MOTION TO ADJOURN**

CHAIR MORRIS called for a motion to adjourn.

**MOTION: A motion to adjourn the Special Full Board of Trustees' Meeting was made by TRUSTEE MORRIS; seconded by TRUSTEE STURGEON.**

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Fimon, yes; Trustee Fisher, yes; Trustee Moran, yes; Trustee Morris, yes; Trustee Sturgeon, yes; Chair Halterman, yes.)*

(AMHTA Special Full Board meeting adjourned at 4:59 p.m.)

**Minutes for the  
May 22-23, 2024  
Full Board of Trustees  
Meeting**

**ALASKA MENTAL HEALTH TRUST AUTHORITY  
FULL BOARD OF TRUSTEES MEETING  
May 22, 2024  
8:15 a.m.**

**Hybrid Meeting:  
Ted Ferry Civic Center  
888 Venetia Avenue  
Ketchikan, Alaska 99901**

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**Trustees Present:**

Anita Halterman, Chair  
Brent Fisher  
Kevin Fimon  
Agnes Moran  
John Morris  
Rhonda Boyles  
John Sturgeon (Virtual)

**Trust Staff Present:**

Steve Williams  
Katie Baldwin-Johnson  
Miri Smith-Coolidge  
Michael Baldwin  
Julee Farley  
Allison Biastock  
Kelda Barstad  
Valette Keller  
Luke Lind  
Carrie Predeger  
Debbie DeLong  
Janie Caq'ar Ferguson  
Eliza Muse  
Eric Boyer  
Heather Phelps  
Tina Volker-Ross

**Trust Land Office staff present:**

Jusdi Warner  
Jeff Green  
Sarah Morrison  
Blain Alfonso  
Tracy Salinas  
Blain Alfonso  
David MacDonald

**Also participating:**

Steph Kings; Myrna Johannsen; Christina Weber; John Springsteen; Patrick Reinhart; Stephanie Hopkins; Lisa Cauble; Hilary Wendy Horton; Mia; Andy Miller; Matthew Stinson; Jena Grafton;

Miranda McCarty; Jake Pavone; Brunn Bolling; Jena Crafton; Yasmin Radbod; Eric Nichols; Tandra Thompson; Dave Branding; Tara Edwards; Lisa DeLaet; Christine Klein; Bob Sivertsen; Steve Hayburn; Drew Herby; Kate Lacour; Jacqueline Pope; Kendra Bartholomew; Tyler McNeil; Danielle Nickich; Christine Furey; Jeff Jessee; Kara Nelson; Carmen Wenger; Jon Haghayeghi; Wendy Horton.

## PROCEEDINGS

### CALL TO ORDER

CHAIR HALTERMAN called the meeting to order and began with a roll call. She stated that Trustee Sturgeon would be joining for portions of the meeting, with an excused absence for tomorrow. She added that there was a quorum to do business. She acknowledged that the Trust was meeting in the ancestral lands of the Tlingit people, and they come with respect to these lands, the place, and all who have and do live here.

### APPROVAL OF AGENDA

CHAIR HALTERMAN asked for a motion to approve the agenda.

**MOTION:** A motion to approve the agenda was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

### ETHICS DISCLOSURE

CHAIR HALTERMAN asked for any ethics disclosures. Hearing none, she moved to the approval of the minutes.

### APPROVAL OF MINUTES

CHAIR HALTERMAN asked for a motion to approve the minutes.

**MOTION:** A motion to approve the minutes of January 5, 2024, was made by TRUSTEE FIMON; seconded by TRUSTEE MORAN.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

**MOTION:** A motion to approve the minutes of January 31 – February 1, 2024, was made by TRUSTEE FIMON; seconded by TRUSTEE MORAN.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

**MOTION:** A motion to approve the minutes of February 16, 2024, was made by TRUSTEE MORAN; seconded by TRUSTEE FISHER.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

**MOTION:** A motion to approve the minutes of March 27, 2024, was made by TRUSTEE MORAN; seconded by TRUSTEE BOYLES.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

MS. SMITH-COOLIDGE noted that John Sturgeon was on the line.

CHAIR HALTERMAN stated that the trustees were voting on adopting the minutes of March 27, 2024, and asked for his vote. She asked Trustee Sturgeon if he was having technical difficulties.

TRUSTEE STURGEON replied that the tech was fixed, and added his vote to approve the minutes.

#### **CURRENT BYLAWS**

CHAIR HALTERMAN stated that the current bylaws for the Trust were in the packet and asked the trustees for any questions or comments. There being none, she moved into the Mission Moment, and recognized Eric Boyer for an introduction of the panelists.

#### **MISSION MOMENT**

MR. BOYER welcomed Brynn Bolling, the director of the Infant Learning Program. Ms. Bolling lives on Prince of Wales Island, and through Community Connections, based in Ketchikan, oversees a great team. He continued that he and some of the program officers got to visit with her team at Community Connections, and they are doing amazing work. He explained that the Infant Learning Program is a big part of the early childhood prevention and intervention priority area which the Trust has had an active role in supporting around the state. He added that Ms. Bolling has asked a couple of parents that have utilized this program currently or in the past to share what that program was about, and the impact on Trust beneficiaries.

MS. BOLLING stated that she was the director of the Infant Learning Program at Community Connections and thanked the Trust for choosing the Infant Learning Program for the peer Mission Moment. She continued that they were a very small State program and that it was nice to get some recognition and get word out about who they were and what they do. She added that they serve Ketchikan, Saxman, all communities on Prince of Wales, Metlakatla, and Haida. She explained that Infant Learning is a team of educators and pediatric therapists that work together to support families with children with developmental delays or those at risk for developmental learning. Infant learning is often interchangeable with the term Part C, which is the section of the Federal Special Education law that talks about services for children and families for up to three years old. School districts across the nation are Part B of that same law. When children get close to the age of three, they continue to qualify for special education services, and this program helps families in doing a seamless transition into the local school district. Community Connection works hard on their relationships with school districts in order to make sure families feel good about the next steps in the child's development and education. She talked about the



qualifications for Part C, and how the State of Alaska requires a 50 percent delay, a medical diagnosis, and an informed clinical opinion. The informed clinical opinion states that the professionals working with a family can decide that the child does have a significant delay that is not being picked up with specific evaluation tools. She stated that the 50 percent delay in Alaska is too high, and there are a lot of families not getting the needed services. She thanked the Mental Health Trust for the funding for the State Infant Learning Office. A company has been hired to research and gather information about what it would mean for the State to drop the 50 percent delay to 25 percent to qualify for the program, which would also match what local school districts use for special education services. She continued that the Infant Learning Program has been flat-funded by the State for the last ten years, and the program is in the red, and asked for additional funding for equity for every qualified family for services, and for support for legislators to understand what they do. She introduced Myrna Johansen, a parent, to share her experience with the Infant Learning Program.

MS. JOHANNSEN introduced herself and stated that she has three children who have used this program. She told her story of the birth of her first daughter, Charlie Marissa Rose, 45 days premature and her month in the NICU. They were told to expect delays with her development because she was born prematurely. She stated that when Charlie was 21 months old, she did not talk as much as her peers; never asked for food; could say a few spontaneous words; did not point; knew her mama, but did not say it anymore. She compared her behavior with a 21-month-old boy at daycare who jabbered with everyone, played with toys, and interacted with the other children. She stated that she had no family in Southeast Alaska to share her worries, but she went to Community Connections and evaluators came to her house, where every interaction was a test. A week or so later they came back and went through a very difficult set of results for her evaluation. She continued that she was very shocked that Charlie was so very far behind in everything; a 14-month delay, 70 percent of her age. Community Connections built a plan to shorten her developmental delay so that she would be ready for preschool when she turned three years old. She spoke about the adaptability of Charlie's program while she was pregnant with her second daughter, who was born 3.5 weeks early, through a bout of Bell's palsy, and the pandemic. Charlie was diagnosed with autism at two years and nine months old, and her plan was adapted again; and she was taught how to teach Charlie, help her learn, and how to advocate for her, which was why she was there. The fine teachers at Community Connections are her heroes and are needed by many other children like her Charlie and moms like her. She stated that Charlie is in kindergarten, and will be moving into first grade next year. She has a best friend, is doing sight words, math, and is loved and adored by everyone.

(Applause)

MS. BOLLING introduced Christina Weber.

MS. WEBER stated that she started working at Community Connections on the SDS program when she was 16. She had a young child, moved away, had several different careers, and decided to work again with Community Connections through the therapeutic foster care program. She had several children in and out of this program, and because of this amazing program, she found out that her daughter has a rare genetic disorder. With the referrals that Community Connections sent to Seattle Children's, the tests were done. Without those referrals, the information would not have been discovered. She continued that her family had benefitted from this program, and they are also involved in the FIT team for families in the OCS system and work with the families to get their children reunited with their parents. They have wrap-

around services, and continue looking to see where there are gaps in the parents' abilities, and to meet those parents where they are. She added that they had a child transition from the early learning program to school without any issues. She was very thankful and grateful for this program.

MS. BOLLING thanked Ms. Weber, and asked for any questions.

CHAIR HALTERMAN stated appreciation to Ms. Johanssen and Ms. Weber for sharing their stories, and that she was glad they found Community Connections and the needed resources. She asked the trustees for any questions.

TRUSTEE BOYLES asked Mr. Boyles for a summary of what the Trust contributed to ILP.

MR. BOYLES replied that the line item was called intensive at-risk early intervention services which includes the Infant Learning Program and the Early Learning Program.. Those funds are \$460,000, and they go through the State of Alaska Department of Health and Senior Disability Services. Community Connections is one of 15 programs around the state that use the services. He added that the line item was the same for the last several years, and would be the same going in FY25.

TRUSTEE MORAN asked Ms. Bolling about the impact of lowering the eligibility to 25 percent from 50 percent.

MS. BOLLING replied that Community Connections had known that was too high for a long time, and we do service children who have lesser delays. The children that qualify are Part C, and they have a lot of legal rights. The children served that do not meet that match are considered non-Part C. She stated that it would not make much of an impact because families that need the services are served. The greatest impact would be to the urban areas who only serve Part C at 50 percent. She continued that the biggest worry is that it is very difficult to find pediatric therapists across the nation.

CHAIR HALTERMAN thanked them for sharing their stories, and for the work done for Community Connections.

## **CEO UPDATE**

CEO WILLIAMS echoed appreciation for Community Connections and Ms. Bolling, Ms. Johanssen and Ms. Weber for sharing their experiences and personal stories. He went through a few slides giving an update on what is coming forward beginning with the two-year budget cycle that included FY27. He stated that there were a lot of exciting opportunities coming up and projected significant revenue to be generated in the next 12 to 18 months and beyond. He cautioned about the different challenges to the system of care from a funding perspective from the State, from a workforce which is not leading to the programs and services for the beneficiaries. There are some cautionary things to pay attention to and monitor, but there is also optimism. He talked about a few categories that he wanted to make sure that the trustees paid attention to: Trust operations; what the system of care is; how to be monitoring it; and how to pay attention and identify the places the Trust could play an active role in the solution, development, intervention; and how that all connects to the work being done right now in the FY26-27 set of budget recommendations coming in July and August. He talked about the transitions, and Trustee Sturgeon's last meeting and the Governor's appointment to fill his seat.

Trustee Boyles' first term ends in the fall, with the hope for a smooth transition. He continued through the categories and shared that the budget was signed and went through the budget recommendations for General Fund spending approved by the trustees last August. He talked about key partner retirements and transitions, Heidi Lieb-Williams from the Governor's Council, and Dr. Karen Ward who was instrumental in Trust work as it related to individuals with intellectual/developmental disabilities and how responses were developed for appropriate diversion, and for beneficiaries. He also recognized Duane Mayes who retired from 35 years of State Service in April, whose work related to the deaf community as it overlapped with the beneficiary population. He then talked about the work they do, not just funding programs but actually providing services that hit individuals on the ground. He talked about Ivan, a 73-year-old beneficiary with dementia that lives in Anchorage who sent an e-mail of thanks for the funds provided through the mini-grant that bought him a trike and safety gear so he could get out and enjoy the trails of Anchorage. He continued that in the end, providing a \$983 grant is as important as a couple hundred-thousand-dollar grant for a larger service.

CHAIR HALTERMAN thanked CEO Williams and asked for anything from the trustees.

TRUSTEE MORAN asked if the management system was for internal use, or for internal and external use.

CEO WILLIAMS replied that it was a combination because grantees submit through the portal, and it is also about how that information is managed internally, collecting the reports and data, and tracking the actual progress of the grant and payments made.

TRUSTEE BOYLES asked regarding the pending changes, the transitions like behavioral health, if there was any plan within the Administration team of the Trust to do a prioritized plan where the trust should be headed for next year. And, if so, if that could be articulated and shared with the Board of Trustees so we could do a prioritized plan.

CEO WILLIAMS replied that the strategic plan is the same thing that was just described. That strategic plan has not been engaged in and is a dialogue between leadership staff and trustees to go through that process for developing a plan, but not knowing if that would be aligned with having a conversation about the strategic direction of future trustees from the Board.

CHAIR HALTERMAN asked for anything further from trustees. Hearing none, she moved to the Resource Management Committee Report/Update.

#### **RESOURCE MANAGEMENT COMMITTEE REPORT/UPDATE**

MS. WARNER stated that since she was not present in the room Deputy Director Jeff Green would present the report.

MR. GREEN began with the commercial real estate asset reclassification. He stated that the purpose for the reclassification was to reorganize it because it was in the investment portfolio, but was a non-income-producing asset. It produces a small amount, but nothing like the investment portfolio property. It is a very akin to the Trust Authority Building, and that was the purpose of the reclassification.

CHAIR HALTERMAN asked for a trustee to read the motion.

**MOTION: The Alaska Mental Health Trust Authority Board of Trustees approve the proposed action removing 2600 Cordova Street in Anchorage, Alaska, from the investment portfolio, and reclassifying the asset into the Program Related Real Estate Portfolio. The motion was made by TRUSTEE MORAN; seconded by TRUSTEE STURGEON.**

CHAIR HALTERMAN stated that this was an item discussed in the last Resource Committee meeting, and this was the last opportunity to ask any questions or raise any issues with any of these motions before any final action is taken. She asked Mr. Green, or the trustees if they had anything to add. Hearing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that the motion passed, and continued to the motion for the second consultation.

**MOTION: The Alaska Mental Health Trust Authority Board of Trustees concur with the Trust Land Office, TLO, recommendations to proceed with the disposal of 2618 Commercial Drive, Anchorage, Alaska, at terms acceptable to the Executive Director with a minimum price at or above fair market value as determined via appraisal. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE STURGEON.**

CHAIR HALTERMAN again stated that this was discussed in good detail, and asked Mr. Green for some background.

MR. GREEN stated that this asset was located in Anchorage and entirely leased by the Cummins Corporation. All of these motions were offered consistent with the February motion from the Board with the intention to sell when prudent, and the opportunity is at the right time to dispose of the assets in a way that is an investment to the Trust and its beneficiaries. That applies to all of the remaining motions for the commercial real estate properties.

CHAIR HALTERMAN asked for any questions.

TRUSTEE MORRIS asked if there were any commercial real estate assets which have not been given a free hand to the TLO to sell.

MR. GREEN replied that these are the remaining assets.

CHAIR HALTERMAN called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that the motion passed, and moved to the consultation for the commercial real estate asset disposition under No. 2. She asked for a trustee to read the motion.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with the Trust Land Office, TLO, recommendation to proceed with disposal of 1111 Israel Road Southeast, Tumwater, Washington, at terms acceptable to the Executive Director with a minimum price at or above fair market value as determined via appraisal. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE BOYLES.

CHAIR HALTERMAN stated that they had some dialogue and asked the trustees for any further questions. There being none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated the motion passed, and asked for a trustee to read the third motion under No. 2.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with the Trust Land Office, TLO, recommendation to proceed with disposal of 2420 and 2500 Ridgpoint Drive, Austin, Texas, at terms acceptable to the Executive Director with a minimum price at or above fair market value as determined via appraisal. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE STURGEON.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN moved to Motion No. 4.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with the Trust Land Office, TLO, recommendation to proceed with disposal of 17319 San Pedro Avenue, Hollywood Park, Texas, at terms acceptable to the Executive Director with a minimum price at or above fair market value as determined via appraisal. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE MORRIS.

MR. GREEN stated that there was a technical correction. In the original motion it listed San Antonio, Hollywood Park, which was corrected in this motion. He explained that Hollywood Park is a suburb of San Antonio.

TRUSTEE FIMON thanked Mr. Green for pointing out that clarification. He stated that, as the motion stands, that becomes the official address in the official motion.

CHAIR HALTERMAN stated this was the motion that would be considered by the Full Board, and the correction would be the final approval. She called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that the motion passed, and moved to the final motion on No. 2.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with the Trust Land Office, TLO, recommendation to proceed with disposal of 9601 Amberglen Boulevard, Austin, Texas, at terms acceptable to the Executive Director with a minimum price at or above fair market value as determined via appraisal. The motion was made by TRUSTEE FIMON; seconded by TRUSTEE STURGEON.

TRUSTEE BOYLES asked Mr. Green if any of these properties had been flooded out in the last week to ten days.

MR. GREEN replied that he was not aware that they were flooded.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN moved to the third consultation, and asked for a trustee to read the motion.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with creating a pool of approximately 19 subdivision lots in small to large tract parcels to be subdivided that may be disposed of through the TLO's statewide land sale programs. The motion was made by TRUSTEE MORAN; seconded by TRUSTEE STURGEON.

CHAIR HALTERMAN stated that there a lengthy conversation around this motion at the last Resource Committee meeting. She asked for any questions or comments. Hearing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN moved to Motion 4, a consultation approval for the Trust Carbon Offset Program.

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees concur with the management of up to 63,000 acres of forested land in Southeast Alaska for the development of Carbon Offset Program with the development of carbon credits from those lands at terms acceptable to the Executive Director. The motion was made by TRUSTEE STURGEON; seconded by TRUSTEE BOYLES.

CHAIR HALTERMAN asked for any questions, commentary, or questions from the trustees. Hearing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

**MOTION:** The Alaska Mental Health Trust Authority Board of Trustees approve the proposed action to fund the Carbon Offset Program from the Trust Land Office Development Account, TLODA, with \$1 million from the Trust Reserve Account. These funds do not lapse. The motion was made by TRUSTEE STURGEON; seconded by TRUSTEE MORAN.

CHAIR HALTERMAN stated that there was a great deal of discussion in this area.

MR. GREEN added to this motion that it was from the Trust Reserve Account which was to clarify and be very specific as to how the funding would come through to the Trust.

CHAIR HALTERMAN stated that she could get behind the change. It just gives clarity to the funding source. There was a change to the motion discussed at the meeting and this is the motion in front of the Board for Full Board consideration, the motion is the version of that moving forward.

TRUSTEE BOYLES complimented the TLO on the speed in which this is going.

CHAIR HALTERMAN thanked Trustee Boyles, and called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that Resource Management was concluded.

TRUSTEE MORRIS asked if any action was required under No. 5, other business. There were two other motions listed for other business.

CHAIR HALTERMAN replied that those were motions passed at the committee level and do not need to be reconsidered. They are informational, and just part of the report from the Resource Management Committee about the actions that were taken at the committee level. She concluded the Resource Management Committee report and recognized Julee Farley for the Finance Committee report.

MS. FARLEY stated that the Finance Committee met on April 23<sup>rd</sup>. It was an active meeting and had four motions for the Full Board of Trustees for approval.

CHAIR HALTERMAN stated that these motions were considered by the Finance Committee and were being brought forward to the Full Board for final action. There was a great deal of conversation about each of these motions during the committee meeting.

**MOTION:** The Finance Committee recommends the Full Board of Trustees approve the following asset allocation for budget reserves managed by the State of Alaska Department of Revenue, effective 1 July 2024, asset allocation: Broad U.S. Equity, target number 32 percent for the range, plus or minus 5 percent; International Equity asset allocation, 25 percent, target revenue plus or minus 5 percent; Core U.S. Fixed Income, target holding 42 percent, target range plus or minus 5 percent; Cash

Equivalents, target holding of 1 percent with a target range of minus 1, plus 2 percent. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE STURGEON.

CHAIR HALTERMAN asked for any questions or commentary from the trustees. Hearing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN recognized Trustee Morris.

TRUSTEE MORRIS thanked CFO Farley and the Department of Revenue and the others who worked together on updating the asset allocations. It was a good step forward.

**MOTION:** The Finance Committee recommends that the Board of Trustees adopt the attached updated Asset Management Policy Statement changes as indicated in the attached redline version. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.

MS. FARLEY added that in the most recent spending allocation and asset allocation review performed by Callan in April of 2022, they recommended that the revenue calculation be simplified because it was quite complex. That change is being proposed in this motion, and is in line with that recommendation.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN moved to the first motion under commercial real estate update.

**MOTION:** The Finance Committee recommends that the Alaska Mental Health Trust Authority Board of Trustees approve the incremental building expenditures totaling \$10,993,685 budgeted for the fiscal year 2025 to be paid by the property manager from rents, cash reserve, and other income collected from the properties. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.

CHAIR HALTERMAN asked for any comments or questions. There being none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

**MOTION:** The Finance Committee authorized the expenditure in an amount not to exceed \$40,000 for the purpose of performing appraisals on all commercial real estate portfolio properties, specifically to include those not previously scheduled to be conducted this year. These appraisals are to be performed on or before 30 June 2024. The motion was made by TRUSTEE MORAN; seconded by TRUSTEE STURGEON.



CHAIR HALTERMAN asked for anything further. Hearing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that the motion passed, and called a break.

(Break.)

CHAIR HALTERMAN called the meeting back to order and moved to the Comp Plan update. She recognized Katie Baldwin-Johnson to do the introduction.

### **COMP PLAN UPDATE/SCORECARD**

MS. BALDWIN-JOHNSON stated that she was happy to re-introduce Eliza Muse who is relatively new with the Trust. She is the evaluation and planning officer, and is working collaboratively with Stephanie Kings from the Department.

MS. MUSE stated that she was excited to be in Ketchikan to provide an update on the Comprehensive Mental Health Program Plan. Since joining the Trust in February, she had been impressed with the ongoing plan efforts led by Steph Kings who works at the Department of Health, Division of Public Health in a role partially supported by the Trust. Her leadership and willingness to go the extra mile is instrumental in this process.

MS. KINGS talked about the visions and things that were changing in the Comp Plan and where it was going. There was a decision in the current Comp Plan that exists now and would be sunseting on June 30, 2024. The same vision will be kept for the next plan. This helped to align it as an updated plan and gives the 10-year span with this new five-year Comp Plan coming out. It will run fiscal year '25 to fiscal year '29. She noted that there is a statutory requirement for the plan, which is unique to the Comp Plan. She continued that there were ten areas of focus and highlight, and nine of the goals currently exist. She highlighted that the language was changed a little bit to areas of focus, but they cover the same components, and she explained the changes. She thanked the three statutorily required advisory boards, Alaska Commission on Aging, AMHB and ABADA, and the Governor's Council for their diligence and included the workgroups and the core Comp Plan team that helped drive and support the work of the Comp Plan. She also thanked the executive leadership team, the Department of Health Commissioner's office, the Department of Family and Community Services Commissioner's office and the Trust executive leadership. It was a collaborative effort on the vision of the Comp Plan and where it is going forward. She referred to Ms. Muse to talk about the scorecard.

MS. MUSE stated that the scorecard is a tool for monitoring and evaluating health outcomes aligned with the areas of focus in the Comp Plan. The updated 2023 Alaska scorecard was recently released by the Department of Health and tracks how Alaskans are doing accessing and benefiting from mental and behavioral health services, highlighting key indicators like access to care, recovery, and overall well-being. She continued that the latest scorecard shows some good news. Alaska is doing slightly better than the national average in developmental screenings for young children, more Alaskans receive mental health care, and more care is being provided in home and community settings. She added that recent data in the scorecard indicate that many

areas of the system of care still need attention. The gap between those needing and receiving treatment for substance use has widened, and alcohol-induced deaths were a pressing issue. She stated that the tool was valuable for program planning efforts to understand where progress was made, where more work was needed, as well as for the update of the 2025 to 2029 plan.

MS. KINGS moved to the next steps in the timeline and stated that they were at an early space where content was created, which went out for public comment. There was a great turnout for public comment and that was brought back to the workgroups to review that public comment individually, and weed out what could be appropriate to incorporate in the overall document. The deadline for wrapping up the draft would be May 30<sup>th</sup>, and it will then go to the executive leadership team for review and any changes. She continued that then it would be published with the hope of being finished at the end of the summer. She thanked all for their time and for the ability to share the updates and the work done on the Comp Plan.

CHAIR HALTERMAN thanked both Ms. Kings and Ms. Muse and asked if the trustees had any questions.

TRUSTEE MORRIS thanked both for the great report and stated appreciation for putting up the previous years. He continued that 2020 and 2021 data was excluded, and he asked why.

MS. MUSE replied that both years were included and explained that there was a methodological change in how SAMHSA collects the data through the National Substance and Drug Use Survey.

## **GOVERNANCE**

CHAIR HALTERMAN stated there was a handout for the Trust Land Office Executive Director charter change that the trustees were considering. She explained that this was a redline draft given to the trustees by the Department of Law. She noted the charter and a memo from the CEO and the TLO executive director with regard to feedback for consideration of this charter change. Counsel was also in the room available for trustees if there were any questions about the charter change. She explained that she had been in communication with counsel and received some feedback for the need of considerations by trustees. She continued that this is not a final document.

TRUSTEE STURGEON asked for clarification if this was to be approved today and if so, the motion should be read into the record; and if not, suggest for discussion purposes that a decision be made later on.

CHAIR HALTERMAN replied that counsel's advice was to have a discussion and not adopt this charter at this point. There were some considerations to work through and some commentary for consideration from staff. She added that she and Trustee Sturgeon had been reviewing this Executive Director Charter with counsel for the last several weeks and further developing it for consideration. She explained that this particular governance change was kicked off because the Trust was getting ready to lose the Resource Management Committee Chair, and this was a critical time to consider input from someone with a valuable amount of perspective. She continued that they had a motion for the change of the executive director of the Trust Land Office to be a direct report to the Board, and that action had taken place. The Charter needs to be finalized to make the rules about how to move this forward per the governance process. She added that counsel had identified some issues and questions and that today was not likely the day to adopt this. She stated that this was an opportunity for trustees to have a conversation on

commentary that staff gave and to give some guidance and feedback on these changes to counsel. She also understood that there may be a need for some conversation to happen in Executive Session.

TRUSTEE MORRIS stated that he had a couple of brief comments most suitable for public, and that there was also an issue to discuss in Executive Session. In the memo there was a point about the two-way street on the flow of funds to the Trust Land Office and to the Trust. He continued that there was the need to have involvement of staff that can track money, and we do not have the ability to do that as the Board.

CHAIR HALTERMAN agreed and asked if there were any folks for public comments before a motion. She recognized Trustee Morris.

**MOTION:** A motion that the Board of Trustees move into Executive Session to discuss an issue recently brought to the Board's attention concerning accounting practices involving the Trust Land Office and the Trust Administrative Office. The Executive Session is permitted under AS 44.62.310(c)(1), the issue which the immediate knowledge of which would have an adverse effect on the finances of the Alaska Mental Health Trust Authority. The motion was made by /Trustee Morris; seconded by TRUSTEE BOYLES.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN suggested the trustees move into Executive Session along with Wendy Horton, counsel.

(Executive Session from 11:03 a.m. until 12:07 p.m.)

CHAIR HALTERMAN called the Board of Trustees back to order after an Executive Session. She asked for a trustee to read a statement for the record.

#### **NOTICE OF RETURN**

TRUSTEE MORAN stated, for the record, that she, her fellow trustees, and members of the Trust Authority and Trust Land office returned to the Full Board of Trustees meeting from the Executive Session. No decisions were made during the Executive Session.

CHAIR HALTERMAN asked for the motion.

TRUSTEE MORRIS stated that, in reviewing the proposed charter language, the trustees would like the CFO to work in conjunction with the TLO executive director to report by the next meeting to give a breakdown of the current accounting practices for the Trust Land Office and if there had been any issues in the past year; then, separately, a historical breakdown of how accounting was done prior to the 2017 charter revisions, for a history of how things were done when there was a different reporting structure.

CHAIR HALTERMAN asked for anything further. Hearing none, she called a lunch break.

(Lunch break.)

## **PUBLIC COMMENT**

CHAIR HALTERMAN stated that it was time for Public Comment. She read into the record the rules for Public Comment. She recognized Eric Nichols.

MR. NICHOLS stated that he is a local resident of Ketchikan, Alaska. He shared that he had 49 years in the timber industry with the last 33 in Alaska from one end of the state to the other. The first Mental Health timber sale was purchased in 2002, and they are currently working on the Shelter Cove Road. He stated that they are a major purchaser of Mental Health timber over the course of the last 20-some years. He continued that the first phase of time was about ready to end, and the second phase is about ready to come out. The thing for the Trust now is to grow better timber faster, maintain the roads and infrastructure there. There is a need to generate income for landlords, and for returns to the Trust. He recommended, for the future, to adjust the timber with precommercial fitting to reduce the timber rotation by 20 years. There is a need to strive to get the rotation done in 50 years to be competitive with the rest of the world. He stated that ownership needs to be consolidated because this state is horrible in having multiple agencies with State lands broken up into very small pieces. He has advocated this to the Governor and the people here that it needs to be consolidated so that it is cheaper to manage. He continued that the Trust needs to be more politically involved at the State and Federal levels and is only a small piece of the timber industry here. It takes multiple ownerships to keep making them viable here, and the cost of capitalization to restart this industry is huge. If this industry goes away, there will be a loss of institutional knowledge for how to operate timber in Alaska. They do unique things no one else in the world does, and that would be problematic in the future. He added that the future market will still be here.

CHAIR HALTERMAN thanked Mr. Nichols, and recognized Tandra Thompson.

MS. THOMPSON stated that she was the program director for Children's Mental Health at Community Connections and thanked trustees. She continued that they had been the recipient of many of the Trust grants, and most recently a recipient of housing for the therapeutic foster care program. She stated that about a year ago Alaska was having a foster care crisis and had lost 500 homes through the pandemic. What was found was there were many families that wanted to be foster parents that could not afford houses to put children in. They reached out to the Trust and asked if they would purchase a home to be used for families to do foster care, which they did, and it has been successful. Because of that they were able to apply for the Federal CMHI grant to help further expand into crisis stabilization to keep children out of residential and out of the local hospitals. They now are able to expand that area to serve and support children with crisis in foster care. She addressed Trustee Morris who wondered if Trust funds were being used the right way, and she said that they are. She encouraged him and the rest of the trustees to support small organizations because it is the only way their programs could expand; the only way to reach the people they want to serve. She added that they are grateful, and the trustees should be encouraged by the work they are doing.

CHAIR HALTERMAN stated appreciation for the work they do, and thanked Ms. Thompson. She recognized Dave Branding.

MR. BRANDING stated that he was a former CEO of JAMHI Health & Wellness in Juneau and was there to thank them. He continued that he was the CEO for seven years, and CEO of Southeast Behavioral Health Services in Homer for five years previous to that. Throughout his

tenure in executive leadership in Alaska, the support of the Trust had been phenomenal. He gave a few quick examples of the support and asked for continued support and attention to certified community behavioral health clinics. The three largest communities in Alaska all have CCBHCs currently, and the State of Alaska has not yet certified CCBHCs. He hoped they would because it is a pathway to a valued-based reimbursement system that would make high-quality services sustainable in the state.

CHAIR HALTERMAN thanked Mr. Branding, and recognized Tara Edwards.

MS. EDWARDS introduced herself and stated that she was the parent of Leland Edwards, who just graduated from the Infant Learning Program. She stated that when he was 18 months old, he did not make any of his benchmarks at his checkup and in fact regressed and was not even able to make the benchmarks of the previous checkup. She continued that the program helped her overcome her denial that her child did have a learning delay and supported her when she had to come to terms that he was not going to learn the same way as his neuro-typical brother. Getting over her denial took some time, and it was through Infant Learning coming to her house and the one-on-one training on how to interact with him and how to engage with him that improvement was seen. She explained that Leland aged out in January and now attends a SPED preschool program. He is still mostly nonverbal, but he does make sounds and likes to sing. He has a talking device and can use up to two words, and he does sign a few words. He knows how to use the buttons in the house to request help, and is interested in other kids. His teachers remarked on how popular Leland is. He gives the best hugs, and kids actually seek him out for hugs. She thanked the Trust for supporting the program and could not picture where they would have been without it.

CHAIR HALTERMAN thanked Ms. Edwards, asked if anyone online would like to give public comment.

MR. JESSEE stated that he was Jess Jessee and, in the interest of full disclosure, as an attorney he represented people with intellectual disabilities in the Mental Health Trust Land lawsuit, and was involved in the settlement. He stated that he served as the CEO of the Trust Authority for 23 years. Since his retirement from the University, he has done contract work that was paid for by the Trust. Although he was a community member of The Arc, his comments today were solely his own and in no way represented The Arc. He noticed that the recoverable grant was not on the agenda for The Arc and was concerned when the discussion of that recoverable grant resulted in denial. He felt this was done with very little discussion or explanation. He continued that nothing prepared him for what happened at the last meeting when it was reconsidered. After a four-hour Executive Session, the trustees came back with a 584-word motion with nine major clauses, nine additional terms and conditions, and purported to offer to buy The Arc's long-term, 900-year lease for a million dollars in return for reversing their footprint to their current use and intervene to a new seven-year lease. This was wrong in so many ways. First, what relationship does \$1 million have to the value of this lease when no appraisals, no assessment, to his knowledge, were made. He asked if the trustees would take that kind of deal if it was offered to them; then why would they expect The Arc to do that. He asked why there was no opportunity for The Arc to repay the million dollars and to maintain their lease. He continued that the real issue was that it seemed like the trustees had lost sight of the purpose of the Trust and their undivided duty of loyalty to the beneficiaries; not to the Trust Authority itself, but to the beneficiaries. He added that, by this motion, the trustees attempted to take advantage of the challenges faced by the Arc and manipulate them into a deal that was primarily designed to

benefit the Trust, not The Arc or the beneficiaries concerned, while the State hangs in the balance. He continued that this issue is bigger than The Arc. Many of the providers are struggling. Rates have not been adjusted for many years. Fortunately, the Department is working on that, but that will take years to sort out. He asked about their concerns for those other agencies and their clients. He asked what happened to the trustees' moral compass with their undivided duty of loyalty to beneficiaries in what should drive every action that is taken; not taking advantage of an agency that is struggling in order to get the benefit for the Trust. He believed that trustees owe everyone in Alaska, all of the beneficiaries and families and advocates an open explanation of why they think this proposal was appropriate. He continued, to all advocates and families out there, now is the time to stand up and protect the mission of the Trust.

CHAIR HALTERMAN stated appreciation for Mr. Jesse's comments and asked for anyone else online that would like to give public testimony. Hearing none, she recognized Lisa DeLaet.

MS. DeLAET thanked the Trust for the support provided to the Ketchikan community. She thanked them for bringing the Crisis Now framework to Ketchikan and stated that it was an honor to do this work as the community coordinator. 988 awareness has rapidly grown in Ketchikan, and it is saving lives. It is the community's hope that 988 stays answered in the state, and that the current leadership and staff that saved lives before 988 is implemented. The mobile integrated healthcare program will launch in Ketchikan in two weeks, and she is thankful for the Trust, especially Senior Program Manager Eric Boyer, Agnew::Beck, the Ketchikan Fire Department and the community partners, as well as the other MCT and MTH programs from around the state that helped prepare for this program. These are services that the community, the beneficiaries of the Trust, need. The Trust beneficiaries are being connected with mini-grants from the Trust that help them take steps forward. There is an opportunity to build a robust system of care that includes stabilization and the no-wrong-door services. She thanked the Trust for seeing and valuing the Ketchikan community, especially with reentry, youth crisis stabilization, Crisis Now, the mini-grants, the unhoused, and so much more, and she thanked them for their continued support.

CHAIR HALTERMAN thanked Ms. DeLaet, and recognized Kara Nelson.

MS. NELSON introduced herself and stated that she is the chief operating officer for True North Recovery with services in Wasilla and Fairbanks. She is also the chair for the Mat-Su Reentry Coalition, and the chair-elect for the Alaska Advisory Board on Alcoholism and Drug Addiction. She stated that she was representing herself as Kara Nelson, the human being, and also True North Recovery. She noted that her boss gave her permission to do that because they go together. She began by saying that there were no words to articulate how honored they are to be able to work with the Trust and for the support received in the True North Recovery capacity, which began with Kara Nelson, the human being, 10 years ago, which was the first time she ever spoke in front of the trustees and the Board, and she will never forget. She was brand new in the field and trying to open a home for women coming out of prison. It was the first time she really felt listened to. They are all a part of her own growth over the last decade. The services happening in the Mat-Su Valley and Fairbanks, the extensive partnerships are because someone invested in her personally, individually, and then them as an organization and different organizations across the state. At a conference, CEO Williams spoke and was focusing on one: One person speaking up; one person stepping up; one person making a difference. The ripple effects from that is where she now gets to live. She was born in Ketchikan, her dad was a logger,

and she grew up in the middle of the woods all over Southeast Alaska. She lived there for 32 years and left through the prison system. She had 20 years of active addiction in and out of prison; an incredibly intense and difficult journey. She had been back a few times, but this week in talking to other providers, people in recovery, people still in use, community members, she could truly say that she feels that Southeast Alaska is in a crisis right now, and she would love to come together and really be a part of the solution. She added that this was where her journey began and she would like to partner with the Trust and the community members to really make a difference, especially with the lack of the current behavioral health services.

CHAIR HALTERMAN thanked Ms. Nelson, and recognized Christine Klein.

MS. KLEIN stated that she is a lifelong Alaskan. She was a deputy commissioner of the Department of Transportation for Alaska, a CEO of Calista Regional Corporation, and also the executive for the University of Alaska Land Trust. She had some understanding of some of their duties and responsibilities, and shared that her family are beneficiaries of the Trust. She thanked the trustees for coming to Ketchikan and was glad that they could share the sunshine with all. She continued that all of the help the Trust provides to their town is critical for people and their families. Much like the previous person, she stated that she grew up here and later had to leave. She was a logging girl. She was sent away to college by her parents and could not come back because there were no jobs. Ketchikan has seen loss and devastation of our economies. She stated that in her own lifetime, 60 years, mining, timber and now fisheries did become reliant on one industry, tourism. Unfortunately, seasonal tourism jobs do not provide living wages for working families in our town, and many working families have had to leave. I have been back for some time now, full time, and it is devastating to watch; it is heartbreaking. The existing land and housing shortage has grown far worse with exploding tourism. There are very few private lands here; Federal lands completely surround the entire town. Living costs have exploded.

CHAIR HALTERMAN thanked Ms. Klein for her heartfelt comments, and recognized Bob Sivertsen.

MR. SIVERTSEN thanked the Trust, the members of the Board and staff of the Mental Health Trust. He stated that he was there as chairman of the Alaska Commission on Aging and has the opportunity to travel through the state and visit lots of communities when he assesses the services being provided to seniors. He continued that he speaks with many providers, and the efforts they have in providing services. Every place he goes he sees the benefit of the Trust. There is no family that is going to be untouched by some mess in regard to family members or friends about mental health. He talked about the tremendous gap in services due to shelters closing and providers withdrawing. There are also very little resources to fix that. It is not just the City of Ketchikan; it is happening statewide. He talked about the lack of housing for everyone and about the outward migration of the youth of remote rural communities. He added that the work the Trust does is very important to the state of Alaska, and he was there to thank them for what they do as volunteers as a Trust, in managing the assets to the beneficiaries that they serve.

CHAIR HALTERMAN thanked Mr. Sivertsen, and recognized Steve Hayburn.

MR. HAYBURN introduced himself and stated that he was several things in the community: During the day, he is a probation officer supervisor in Ketchikan for adult probation. He

volunteers as the vice president for First City Council on Cancer and is also a Tricare board member. His most important role is vice president for First City Homeless Services. On behalf of the organization, the board, staff, and its participants, he thanked the Trust for their ongoing support for the past two years. The Trust assisted with everything from helping to find a consultant for board training and strategic planning; funding a pilot of two new skill development programs which have positively impacted the lives of over 300 Trust beneficiaries. He continued that CEO Deb Asper wanted to be there but was unable to and sent all her gratitude. She attributes that many of the programming and organizational successes First City Homeless Services has celebrated over the past year was due to the funding and support provided by the Trust. He added that they look forward to your commitment to a continued partnership as this difficult time is navigated in the community.

CHAIR HALTERMAN thanked Mr. Hayburn, and recognized Drew Herby.

MS. HERBEY introduced herself and stated that she was the Ketchikan Wellness Reentry Coalition Coordinator. She thanked the Trust, and stated that the funds provided had recently contributed to their transitional living home from a four-bedroom into a six-bedroom which allowed two extra people to receive the services they provide. All of the clients are Trust beneficiaries, and they are bringing families back together. She explained that they partner with OCS to be able to provide long-term sobriety for the clients. Their rate of recidivism in the program itself had gone down, and the plans are to continue to step out into the community, reintegrate, and be normal members of society. Stigma is also going down because, with the funding help, they were able to put on events about reentry and sobriety. Each of the clients are able to get a mini-grant from the Trust, which helps with getting vehicles or apartments. Many of the clients use it for rental assistance so that they can get a new home. She thanked the Trust for the support, and hopes to continue to receive that support.

CHAIR HALTERMAN thanked Ms. Herbey, and recognized Kate Lacour.

MS. LACOUR thanked the Trust for paying for a lot of her stuff for her apartment. She needed the Trust to pay for some of the really expensive things like a bed, a couch, certain pots and pans, and a chair. The Trust paid for all that and paid for her to move herself out to her apartment and have the things she needed for her apartment.

(Applause.)

CHAIR HALTERMAN thanked Ms. Lacour, and recognized Jacqueline Pope.

MS. POPE stated that she is the regional director in Ketchikan at Southeast Alaska Independent Living, or SAIL. She thanked trustees for their partnership for all of the SAIL offices across Southeast. SAIL has the pleasure of working with many different people within this community that are Alaska Mental Health Trust beneficiaries. SAIL serves over 400 beneficiaries directly every year, including individuals from every Trust category, and we do not count people served through the Aging Disability and Developmental Disability Resource Center. SAIL often works with people in this community to write the mini-grants that help people get clothing in winter, home repairs, and much more. SAIL helped one consumer, who was there, to plan her budget and write a mini-grant which covered new furniture for her house; all of it in pink, her favorite color. This was her first home, and she can live independently. The Trust had empowered SAIL staff to facilitate life-changing experiences, especially for transition-aged youth. The funding



has allowed staff to receive the following certifications: Association for Challenge Support Technology, site-specific, Level 1 and 2; Wilderness First Aid/Wilderness First Responder, recertification; Professional Ski Instructor of America, Level 1; and American Community Association, Level 2, which will be received this Friday. This funding also allowed staff to network with other industry professionals at the Association for Challenge Support Technology Annual Conference, and the Hartford Ski's Spectacular Adaptive Academy. Funding has ultimately allowed staff to gain skills and confidence to execute well-thought-out and inclusive recreation opportunities for transition-aged youth. The impact this has had on youth cannot be overstated. She stated that they were grateful for the support. Through this help, they can offer safe and exciting opportunities in recreation, and inspire independence for people of all abilities.

CHAIR HALTERMAN thanked Ms. Pope, and recognized Kendra Bartholomew.

MS. BARTHOLOMEW stated that she was a recipient of a mini-grant that was offered by the Alaska Mental Health Trust Authority, and strongly feels that she would not be successful without that funding since applying with the Ketchikan Wellness Coalition as a reentrant. She continued that Ketchikan is a uniquely difficult location to access the many types of services that she needed to be successful and productive. She continued that coming back as a reentrant, she was fortunate to have Officer Hayburn as her pretrial probation officer. He made sure that she was able to access the services needed to be successful through the Ketchikan Wellness Coalition. She truly felt that she would not be alive today had he not been there to guide her in the right direction. She stated that she was encouraged to hear that the services are continually evolving and expanding. She stated that she was able to repair a vehicle last year which helped her do community work service, and to work full time for almost a year. She continued that the most important thing it did for her, as of April 21<sup>st</sup>, was to bring her 5-year-old son home from an Anchorage foster home, which was 2.5 years in the making. She is very grateful for the supports she has.

(Applause.)

CHAIR HALTERMAN thanked Ms. Bartholomew for sharing her story, and wished her good luck with her son. She recognized Tyler McNeil.

MR. McNEIL stated that he was from Community Connections, and the senior and disability services program director. He continued that they provide services to seniors and veterans, people with Alzheimer's and dementia, as well as folks with intellectual and developmental disabilities of all ages. He thanked the Trust for the continued support over the years for Community Connections with a lot a special projects, a lot of urgent needs helping to stabilize the rack wall behind their building, security and safety, and their ability to continue to exist and provide good services in Ketchikan, Prince of Wales, and Metlakatla. He continued to talk about a few things that were happening in the world for intellectual and developmental disability services. Currently, a five-year plan has been developed to eliminate the intellectual developmental disability Medicaid waiver waitlist, and we really need continued support to see that waitlist eliminated. There is a gap that exists between graduating and getting the home-and community-based services to help continue to the next steps in life. He added that elimination of that intellectual developmental disability waitlist will result in people being able to have access to the services they need. He stated that another big topic right now is housing, which is a recurring theme in every sphere in the state. Right now, the most common model of housing for people with intellectual and developmental disabilities in Alaska is group homes, and there are

no group home services provided in Ketchikan for Community Connections. All of the services are one-on-one, individualized, person-centered support provided in people's homes and the community. He continued that they would love to be able to partner more in the future to help develop independent and semi-supported living environments for people with intellectual and developmental disabilities to be able to take those steps by moving into their independent homes and having access to the supports they need, when needed and wanted.

CHAIR HALTERMAN thanked Mr. McNeil, and recognized Danielle Nickich.

MS. NICKICH stated that she wanted to thank everybody for the time to be able to speak today, and for all that had been supported in Ketchikan already. She was particularly grateful to watch how the SeaLevel youth drop-in center project came to fruition. It was inspiring over the years to see it built, and it is an example of how vision can become reality with hard work and support. The continuum of care available to the youth of the community through this and existing programs provides them with the ability to change the trajectory of their future. She also noted the unfortunate recent closure of the adult residential and outpatient SUD and mental health services, paired with the closure of the warming shelter will have grave consequences. She asked the Board to seriously consider the proposal that will land on their desks soon. She asked that they remember the faces of Ketchikan when making decisions on what they vote to support. She stated that there were people in the room who were able to get sober utilizing those services that are no longer available. She continued that she is a grateful recovering addict that was able to access treatment services when her desire to change from the tiny window of willingness and a gift of desperation and was able to walk into a facility and ask for help. If the option no longer exists, she asked where the next struggling person will go. Being a woman in recovery, as well as a youth advocate, she sees the effects on the young people and how these struggles can perpetuate generational cycles. She has also seen the solutions. Just as substance and mental health disorder can have a ripple effect through families, so can recovery. The Stomp the Stigma Recovery March and Resource Rally is part of that ripple effect. Members in recovery want to use their lived experience to be part of the solution alongside the service providers. If these issues could be collectively addressed from every approach possible and across all age ranges, there would be the greatest impact on healing the community.

CHAIR HALTERMAN thanked Ms. Nickich for sharing her story, and recognized Christine Furey.

MS. FUREY introduced herself and thanked all for everything they had done and continue to do in this community and across the state. She stated that she was a person with lived experience with substance use, mental health disorders, the legal system, both as a victim and offender, and a lot of trauma endured as a child and an adult. She was also an unhoused person and an OCS-involved parent. She stated that 90 percent of her experience occurred in this very community. All this was said to express why she felt the need to speak on what is going on in the community. She is a former SUD counselor, and is going to focus on the services or the current lack thereof. The community is doing a major disservice to this community and those surrounding them by not having a residential program for people to access services that are so desperately needed. The issues surrounding substance use are far worse today than they were 11 years ago when she found recovery, yet there are far less services. She stated that we are losing more each day and cannot be okay sitting back and watching them all disappear. The people deserve to have the opportunity for a better way of life. With no residential treatment program, many people will not have the opportunity to hear the words, "Wow, I am so glad you are here." She asked where is

“here” going to be when there is no residential program, no mental health services, and now, no high-risk shelter. When she felt wanted, safe, and supported, is when her belief systems allowed her and the world to begin to change. Her entire life and the lives of her children changed. When she treated her substance use disorder, the door to treat her trauma opened, which broke the generational curses in her family and her community. Others deserve the chance to address what happened to them, the very things that led them to making the decisions they made. She begged this community and the Trust to help them to fight alongside those who need it most. Treatment options are needed, like those in True North. Where there is life, there is hope. She stated that we need to stop losing lives and begin rebuilding hope.

(Applause.)

CHAIR HALTERMAN thanked Ms. Furey, and asked if there was anyone online.

MS. WENGER stated that she was Carmen Wenger, the director of programs and acting executive director for the Alaska Pediatric Partnership.

CHAIR HALTERMAN recognized Ms. Wenger.

MS. WENGER thanked the trustees for the ongoing support for the pediatric beneficiaries, those at risk of becoming beneficiaries, through the draft Comp Plan area focus No. 1 on early childhood and youth. The focus area and its related objectives show commitment to prevention and intervention in the earliest years of life and have a continuum of care that helps families navigate the many transitions that come along at this important time that sets the trajectory for health outcomes for a lifetime. She continued that prioritization of the plan to ongoing system coordination and development would be necessary for Alaskan children to thrive. This was illustrated by an upcoming needs assessment that set aid to be finalized in June on infant and early childhood mental health supported by the Trust. The report looks at the landscape of services, funding, and access across the state and engages families, providers, and state-level leaders in understanding what exists and what is needed at this phase of the continuum of mental health services in the pediatric space. She added that the full report would be made available as soon as it is released, but a few good research questions are forming: What does the infant and early childhood mental health system look like in Alaska; what are the gaps and opportunities; do families and professionals have access to the services where they are needed; why or why not; and what is needed to expand and improve infant and childhood mental health services and supports. Some initial themes from the parent focus groups include a strong support and clear understanding for the value of prevention activities and shared challenges across resource access and barriers resulting from the pandemic. Themes from providers and State leaders include the fragmentation of the system and lack of investment in creating a cohesive system of care. Many of the themes mirror the priorities outlined in the first area of focus in the Draft Comp Plan, and she is optimistic in the progress that could be made now that there would be concrete needs identified and the support working through the implementation of Comp Plan objectives. As there continues to be a focus on youth behavioral health and the ongoing youth crisis, there is a need to remember that having meaningful services for the youngest Alaskans is how to make a difference to families today and the youth of tomorrow.

CHAIR HALTERMAN thanked Ms. Wenger and asked for anyone else online for public comment. There being no one, she turned to the room and asked if there was anyone else in the

room that had not signed up that would like to give public comment. Seeing none, she stated that it was 1:18 and ended the public comment period. She called a five-minute break.

(Break.)

CHAIR HALTERMAN called the meeting back to order, and recognized Allison Biastock for the Communications update.

### **COMMUNICATIONS UPDATE**

CCO BIASTOCK stated her appreciation for the opportunity to provide an update on the communications program.. She acknowledged her colleagues at both the Authority and the Land Office for the great things they provide to communicate about. She stated a special thank you to Valette Keller, who supported much of the work that would be shared today. She began with an explanation of why they direct Trust resources to a communications program and shared their communications goals. In addition to beneficiary-related goals, there is consistent work to increase the understanding of the organization, the assets, how they earn, manage, and deploy the resources. She talked about the importance of good communication to an organization and about the work of both the Trust Authority and the Trust Land Office to increase awareness of the organization. She moved to the standing updates and explained the information that is covered, and added that each time they talk about the program it references the website. In looking at the analytics, she noted that there was a reduction in overall traffic, but there are fluctuations which are driven by the paid media account. Last year there were real big numbers, and this year showed a little bit of a drop. If the downward trend continues, it will be closely looked at. She moved to social media and stated that they maintain both Trust Facebook and Instagram accounts, as well as Facebook pages devoted to the Trust Land Office, and one exclusively devoted to Trust Land Office land sales. She continued that the bulk of activity is on the Authority page, which also has the largest audience. She mentioned that social media is a relatively low-cost way to message and can boost earned media. There is continued growth in the audiences which was a trend seen continuously over her last six years of the Trust, and that number continues to climb. She went through Reach, a metric that shows the number of folks who see the content, and she spoke about the activity on all the pages. She stated that while all those numbers were down, there was still a lot of coverage. She continued to the paid media campaigns. The first step was about the Trust or land campaign which began in the fall of 2022 following direction from the Board to help increase the understanding of the unique role of the Trust and Trust lands, and how revenue was generated from Trust lands to help support the beneficiary populations. The most recent spot was created in 2023, and it helped viewers understand that revenue generation and how that trickles down to supporting the beneficiaries. Thanks to some animation and a voiceover script, we were able to relay a relatively complex message in about 30 seconds. She shared the video.

(Video shown.)

CCO BIASTOCK stated that for the ad, the most recent buy ran from December until the end of February; about \$120,000 was spent on media. This iteration of the campaign focused on digital ads and programmatic ads and YouTube, as well as some audio only through digital radio and Alaska Public Media. The analytics show how many times the ad was served, which was over 7 million impressions and 14,000 clicks that went through to the How Does the Trust Land Support Trust Beneficiaries website, which is linked to the home page. She moved to the anti-stigma campaign and stated that the newest iteration intends to increase the understanding of

challenges faced by the beneficiary populations and positively change attitudes and behaviors toward them. She explained how it worked, and then showed the four spots.

(Videos shown.)

CCO BIASTOCK continued through her presentation and gave the highlights from the new e-newsletter and mentioned the annual report that was finalized in January. She stated that the dates of their conference were September 17<sup>th</sup> and 18<sup>th</sup> at the Dena'ina Center. Conference themes were developed and shared as part of the call for speakers, which was currently underway and open through the end of the month. The agenda is very hard and final. The plan is to have a combination of plenary sessions, keynote addresses, as well as three concurrent breakout sessions. Details for two preconference events offered for Monday, September 16<sup>th</sup>, also at the Dena'ina, were being finalized: One would have a technology focus and the other would look at grant-writing skills. She noted that both registration and travel scholarships would be offered to support attendance. The trustees approved a total budget of \$180,000 for the event, and we will stay on or under budget; we have seen some cost increases since 2022. She concluded that she would be happy to discuss any comments or questions about the overall goals, the tools or tactics, and appreciated trustee perspectives as they do inform the communications decisions.

CHAIR HALTERMAN thanked Ms. Biastock, and asked for any questions.

TRUSTEE BOYLES stated that Ms. Biastock has done an awesome job, and she is proud of her.

TRUSTEE STURGEON stated that it was a great presentation and thanked Ms. Biastock.

CHAIR HALTERMAN moved to the discussion of the Fiscal Year 2024 budget amendment.

## **FY25 BUDGET AMENDMENT**

COO BALDWIN-JOHNSON asked for the motion to be read.

**MOTION:** The Board of Trustees approves amending the fiscal year '25 budget to update the following budget area: One, Non-Focus Area Allocations: Allocate the fiscal year '25 Behavioral Health and Developmental Disabilities Mini-Grant funds to Information Insights. Mental Health & Addiction Intervention: Update the recipient of the Partnerships: Recover Alaska projects from Sultana to Recover Alaska. These modifications do not alter the total amount of the fiscal year '25 budget. The motion was made by TRUSTEE BOYLES; seconded by TRUSTEE MORRIS.

COO BALDWIN-JOHNSON stated that this was an agenda item that lets trustees work with staff to do some technical cleanup. She explained that trustees approve a budget in a two-year cycle and there may be some development that happens throughout the year that results with the need to come back to trustees in the spring before the beginning of the next fiscal year to address technical cleanup. The first amendment is to the mini-grant program, and the change reflects the designation of Information Insights for the Behavioral Health and Developmental Disabilities Mini-Grant as the grant administrators after going through a competitive state procurement process. The second amendment was under the Mental Health & Addiction focus area, which was for the Recover Alaska partnerships; Sultana, through Foraker, was the fiscal agent because Recover Alaska was not a recognized nonprofit organization. Recover Alaska obtained their

nonprofit status and no longer needs Foraker/Sultana as a fiscal agent. Making that approval enables the grant to be initiated beginning July 1<sup>st</sup>, the beginning of the next fiscal year.

CHAIR HALTERMAN asked if this allowed more money to flow directly to Recover Alaska because they do not have administrative costs for another fiscal agent to manage their funding.

COO BALDWIN-JOHNSON replied that it would because Sultana does charge an administrative fee for managing those funds. More of the funds would actually be used for doing the direct advocacy of Recover Alaska.

CHAIR HALTERMAN asked for any questions or comments. Seeing none, she called the question.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that the motion passed, and called a break.

(Break.)

#### **STATUTORY ADVISORY UPDATE**

CHAIR HALTERMAN stated they were at the time on the agenda for statutory updates. She pointed out to trustees that there was an additional document, an informational report from the Audit & Risk Committee that was not discussed. There were no motions to consider, and it summarizes the actions within the Audit & Risk Committee. She recognized Patrick Reinhart and Jena Crafton for the statutory advisory update from the Governor's Council on Disabilities and Special Education.

MR. REINHART stated that he was executive director of the Governor's Council on Disabilities and Special Ed.

MS. CRAFTON stated she was the Chair.

MR. REINHART began with a recap and history of the structure of the Council and then moved to Council updates, news and projects, legislative update and their progress. He added that he shared a copy of the annual report and a copy of the State Plan with the trustees, and added that they were also available for folks in the audience. He continued that some of the publications on the back table were: Disaster Preparedness for the families and children and youth with special healthcare needs; the "Get Ready! Alaska" emergency preparedness toolkit for people with disabilities; the Empowerment Through Employment Resource Book; and a pamphlet on supportive decision-making. He stated that the Council was up to 26 members, and they had three vacancies. He continued that 60 percent of people on the Council are people with intellectual or developmental disabilities, or a family member, which is a requirement by Federal law and State statute. He talked about the several designated partners and added that there were eight people on the Council staff, and that they were finally fully staffed. He then went through the five statutory responsibilities and moved to the update of the SDMA website. He stated that they were looking at training youth with disabilities about SDMAs because once they become a person under full guardianship, they sign away their full life rights. Youth with disabilities

coming out of high school need to be trained that full guardianship was not the direction to go, and they need to be in charge of their own life, which means having something like an SDMA or an alternative to guardianship. He added that there were certain people that absolutely needed a guardian and full-time care, but there were far too many that do not need that.

MS. CRAFTON talked about her experiences at the Disabilities Policy Seminar in April where people meet and talked about understanding disabilities, autism care, reauthorization of the Federal Act, some of the issues that people with disabilities struggle with Social Security and more.

MR. REINHART continued his presentation and talked about the community inclusion supports committee and what they were working on. He asked Ms. Crafton to talk about the Full Lives presentation.

MS. CRAFTON stated that she and Anna Attla presented at Full Lives Conference, and Anna usually does not talk because of her shyness, but she spoke a lot. Karen Heath, the new director of Center for Human Development, was also there.

MR. REINHART moved to the “Get Ready!” toolkit which is in the process of being redone with a special grant.

TRUSTEE MORRIS asked about the IDD backlog and waitlist and stated that he understood that there was a limit to the number of folks that received IDD waivers each year.

MR. REINHART replied yes, the State planned to draw 75 people a year. The plan needs to continue for the next year when the plan is to eliminate the waitlist. He moved to the self-advocacy and leadership committee and talked of their support of the Peer Power Summit and the continued funding of Empower Hour. They would have disability pride celebrations in July. Anchorage is set to have one on the Park Strip June 27<sup>th</sup>, another at Soldotna City Park on June 20<sup>th</sup>, and various smaller ones around the state. He continued to the employment committee which had been with the Mat-Su Employer Expo in March, and the ABLEtoSAVE Campaign in April. They are pushing out ABLE and discovered there were all kinds of issues and quirks with ABLE accounts for certain people with disabilities. He explained that on January 2, 2026, to be eligible to create an ABLE account, the minimum age would go up from 26 to 46. They were looking into fixing some of the quirks. He stated that the project search with statewide efforts in Fairbanks, Mat-Su and Anchorage keep going, and we can send three people from each of the project search sites to the national conference this summer in Albuquerque, New Mexico, because they voted into the new Federal grant they received. He spoke about Judy Heumann, an unbelievable disability activist that he knew who passed away this year; a wonderful woman, and still an inspiration to people with disabilities around the world. He ended the presentation.

CHAIR HALTERMAN thanked both Mr. Reinhart and Ms. Crafton, and stated that it was an honor to be at their board meeting. It was a wonderful meeting with a lot of conversations, which gave a bit more detail of what they hear as trustees. She highly encouraged all trustees to cycle through some of the advisory meetings on occasion and to participate. If interested, she stated that they should send her a request and she would coordinate with Ms. Delong to get the approval to participate. These are very beneficial meetings and a wonderful experience.

MR. REINHART thanked Chair Halterman and added that the fall Council meeting would be two days after the Trust conference.

CHAIR HALTERMAN recognized Stephanie Hopkins, the acting executive director for the Alaska Mental Health Board, Advisory Board on Alcoholism and Drug Abuse.

**ALASKA MENTAL HEALTH BOARD, ADVISORY BOARD ON ALCOHOLISM AND DRUG ABUSE**

MS. HOPKINS introduced herself and stated that the joint issue of the boards was to advocate for programs and services that promote healthy, independent, and productive Alaskans. As a membership update, the Mental Health Board and ABADA, Statewide Suicide Prevention Council, have membership representing Eagle River, Kotzebue, Fairbanks, Palmer, Anchorage, Ninilchik, and Wasilla, along with the board members, staff and the partners in the Trust for a quick photo. She pointed out that James Savage, chair of the Mental Health Board, was their tour guide at the Day One Center last year for the Trust. She continued that there were a couple of vacant seats on the Mental Health Board; one public seat, and four lived-experience seats which are folks or their family members that have world experience with mental health. The chair for the ABADA Board was Ketchikan's Renee Schofield, and there were three lived experiences vacant on that board. She continued through the staff updates and then stated that they did their best to meet their statutory obligations to advise the Legislature this year, but lacked the people. She explained that they have a number levels of vetting: A hiring committee with all three board which then got to Department of Administration and then the Department of Health, then the Boards and Commission, and then to the Office of the Governor; a very long paper trail. One of the candidates took another position, and the next two did not make it past the vetting process. She moved to an update on their activities and stated that Trustee Moran joined them in Wasilla. She continued that the board members asked that they explore opportunities for the community service activity and were able to coordinate with MyHouse to host a Narcan build. They were able to put together 400 overdose reversal kits for use in all of Mat-Su, but at MyHouse, particularly. She stated that there was an opportunity to celebrate Sam Garcia, one of the newest board members, who achieved his eight-year chip during the meetings. The focal point of the meeting was to focus and re-center on their statutory authority and the obligations that come along with that. They have three statutes, ABADA's AS 44.29.140, AMHB's 44.29.140, and SAMHSA, a federally designated state planning council on behavioral health, 42 U.S. Code Subsection 300x-3, which all prioritize the centering of the voices of people with lived experience and amplifying those. Their purpose, first and foremost, is to find that feedback and then apply that to the folks that make the decisions. They want to make sure that they were sharing the real-world impacts of those decisions. She continued through her presentation and stated that their upcoming meeting is on July 17, from 9:00 to 3:00, via Zoom. In addition to the membership resolution, they would be getting an update on the Block Grant application coming up this fall, and then publish reports on the current Walk Grant. Then the plan is to hear from the planning councils for behavioral health for other states, which have been very helpful in the strategic planning process. She added that they would be in Ketchikan in October, invited trustees to join them, and concluded her update.

CHAIR HALTERMAN thanked Ms. Hopkins, and asked for any questions.

TRUSTEE MORRIS thanked Ms. Hopkins for the update. He stated that earlier they heard that alcohol-induced mortality in Alaska was three times the national average and getting worse. He asked what should be done about that.



MS. HOPKINS replied that she believes that it was drugs and alcohol in the state. Those overdose deaths are skyrocketing year by year. The alcohol issue was one that the boards have not had the capacity to deal with in the past two years without a full staff.

CHAIR HALTERMAN thanked Ms. Hopkins, and continued to the Alaska Commission on Aging.

#### **ALASKA COMMISSION ON AGING**

MR. HAGHAYEGHI stated that he is the executive director of the Alaska Commission on Aging and began with an introduction to a Trust-funded position that has not been filled since he started, and now they are fully staffed. He continued that Yasmin Radbod will talk about what she has been working on as they relate to ACoA and the Trust beneficiaries. The annual report can be found on their website with an accessible version available. Also available is the Senior Snapshot. Both of those files are available to download; and a hard copy can be sent over, if they just email him. Next on the radar was the implementation of the new Older Americans Act rule which requires changes to the State Plan for Senior Services that was implemented last October. He added that Senate Bill 189 is waiting for the Governor's signature. He introduced Yasmin Radbod who had been with the commission for about three months.

MS. RADBOD stated that it was a pleasure to be there and added to reach out anytime to know more about her background and experience. She continued that last year she worked with the Elder Mentor Program at RuralCAP and is still close with the program and doing rural outreach. She is able to utilize a lot of the partnerships and relationships that she had built. She added that her maternal grandfather helped build the ALCAN in World War II. She also was great at bringing people together and creating unique solutions and filling gaps where needed that were not met in communities. The new RuralCAP AmeriCorps Senior site is up that she built for the program, and they just received their funding to expand the new Senior Companion Program to Alaska Native Elders and all seniors 55 and older in Alaska. This is a program of seniors volunteering and visiting another elder at their home, helping them with paperwork, and receiving a small tax-free stipend for the volunteer service. It is part of the AmeriCorps Seniors national program. She highly recommended checking underneath the page, Alaska Commission on Aging. She continued that she posts something every day related to aging in Alaska. It is a great resource to share with folks, especially caregivers or adult children who are looking for resources and becoming their parents' caregivers. She continued that part of her performance measures is creating a new rural long-term-care work plan, and she began some preliminary work and will keep them updated. She worked on assisted living homes in Rural Alaska and would be meeting with Agnes Sweetsir at the Yukon Koyukuk Assisted Living Facility in June.

CHAIR HALTERMAN thanked Ms. Radbod, and asked for any questions.

TRUSTEE BOYLES welcomed Ms. Radbod to Alaska and asked about her background in dementia.

MS. RADBOD replied that her grandmother had dementia, and she has been doing a lot of research. The ADRD teleconference was in April with the Commission, and we are looking at working on biomarker testing for Alaska, building legislation, and getting support for that.

CHAIR HALTERMAN thanked Ms. Radbod for the presentation. She continued to the CEO annual performance evaluation. She asked Trustee Fisher to make a motion to move into an Executive Session.

**MOTION:** A motion that the Board of Trustees move into Executive Session to complete the annual evaluation of the CEO. This Executive Session is permissible under the Open Meetings Act, AS 44.62.310(c)(2), as the matters to be discussed may tend to prejudice the reputation and/or character of various individuals; The motion was made by TRUSTEE FISHER; seconded by TRUSTEE MORRIS.

*After the roll call vote, the MOTION was APPROVED. (Trustee Sturgeon, yes; Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN moved into Executive Session and stated that, initially, Wendy, the counsel, will join, and they would have a brief conversation. Valette Keller will be brought in after some foundational conversation with trustees, and then we will have the evaluation in Executive Session.

(Executive Session from 3:56 p.m. until 4:51 p.m.)

CHAIR HALTERMAN brought the meeting back from Executive Session and asked someone to read into the record the language of returning to the open meeting.

#### **NOTICE OF RETURN**

TRUSTEE MORAN stated, for the record, that she and fellow trustees returned to the Full Board of Trustee meeting from the Executive Session. During the Executive Session, the Board of Trustees only discussed items identified in the motion to move into Executive Session. The Board of Trustees did not take any action while in Executive Session other than to give direction to counsel pursuant to Alaska Statute 44.62.310.

CHAIR HALTERMAN entertained a motion to recess.

TRUSTEE STURGEON stated that he would like to make the motion as, maybe, his last official act.

CHAIR HALTERMAN thanked Trustee Sturgeon and wished him well. He would be sincerely Missed, and she looked forward to seeing him again when he was in town.

TRUSTEE STURGEON enjoyed working with a lot of you and, trustees, see you guys around. Adios.

CHAIR HALTERMAN recessed the meeting.

(Alaska Mental Health Trust Authority Board of Trustees meeting recessed at 5:01 p.m.)

**ALASKA MENTAL HEALTH TRUST AUTHORITY  
FULL BOARD OF TRUSTEES MEETING  
May 23, 2024  
12:30 p.m.**

**Hybrid Meeting:  
Ted Ferry Civic Center  
888 Venetia Avenue  
Ketchikan, Alaska 99901**

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**Trustees Present:**

Anita Halterman, Chair  
Brent Fisher  
Kevin Fimon  
Agnes Moran  
John Morris  
Rhonda Boyles

**Trust Staff Present:**

Steve Williams  
Katie Baldwin-Johnson  
Miri Smith-Coolidge  
Michael Baldwin  
Julee Farley  
Allison Biastock  
Kelda Barstad  
Valette Keller  
Luke Lind  
Carrie Predeger  
Debbie Delong  
Janie Caq'ar Ferguson  
Eliza Muse  
Eric Boyer  
Heather Phelps  
Tina Volker-Ross

**Trust Land Office staff present:**

Jusdi Warner  
Sarah Morrison  
Jeff Green  
Tracy Salinas  
Blain Alfonso  
David MacDonald

**Also participating:**

John Springsteen; Patrick Reinhart; Stephanie Hopkins; Daniel Brendible; Jackie Yates; Bess Clark; Adrienne Gaines; Myrna Johannsen; Mia; Wendy Horton; Andy Miller; Pam Cauley; Cole Hendrickson; Stephanie Wheeler; Dave Branding; Jon Haghayeghi; Jena Grafton; Miranda McCarty; Jake Pavone; Matthew Stinson.

## PROCEEDINGS

CHAIR HALTERMAN called the meeting back to order. She stated that, unfortunately, the site visit to Shelter Cove was canceled due to the weather, and trustees will continue to work on the CEO performance review. She asked Trustee Fisher for a motion.

**MOTION:** In accordance with the Open Meetings Act, a motion that the Alaska Mental Health Trust Authority Full Board of Trustees convene into Executive Session for the purpose of discussing confidential information pertaining to the annual performance evaluation of the Trust Authority's Chief Executive Officer. This motion is made pursuant to the Open Meetings Act, AS 44.62.310(b) and AS 44.62.310(c)(2). Under applicable law, this discussion should take place in Executive Session unless the Chief Executive Officer requests a public discussion. During the Executive Session, the Board of Trustees may also discuss information related to the Chief Executive Officer that is required to be kept confidential pursuant to AS 44.62.310(c)(3), and that is auxiliary to the Chief Executive Officer annual performance evaluation. The motion was made by TRUSTEE FISHER; seconded by TRUSTEE FIMON.

*After the roll call vote, the MOTION was APPROVED. (Trustee Morris, yes; Trustee Boyles, yes; Trustee Fimon, yes; Trustee Moran, yes; Trustee Fisher, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that in Executive Session trustees would be joined by Valette Keller and Wendy Horton. Andy Miller would be available for trustees if there were questions coming up during the discussion.

(Executive Session from 9:37 a.m. until 12:31 p.m.)

CHAIR HALTERMAN called the meeting to order, and stated that a statement needed to be read into the record.

TRUSTEE FISHER stated, for the record, that he and his fellow trustees and the members of the Trust Authority are returning to the Full Board of Trustees meeting from the Executive Session. During the Executive Session, the Board of Trustees only discussed the items identified in the motion to move into Executive Session. The Board of Trustees did not take any action while in Executive Session.

CHAIR HALTERMAN thanked Trustee Fisher, and stated that there was a motion from Trustee Morris.

**MOTION:** A motion to adjust the agenda: The 4:45 session listed as Trustee Comments is adjusted to an Executive Session to discuss CEO performance review. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.

*There being no objection, the MOTION was APPROVED.*

CHAIR HALTERMAN recognized Janie Ferguson who introduced the panelists for the Southeast Regional Panel Discussion.

MS. FERGUSON stated that they were joined by Daniel Brendible, director of behavioral health for Annette Service Island Unit and Annette Island Health, located in Metlakatla, as well as Jackie Yates, Ketchikan Wellness Coalition executive director. She continued that Ms. Yates was born and raised in Ketchikan, Alaska, and is the executive director of the Ketchikan Wellness Coalition. Before her current position, she worked as an adult probation officer for eight years. They were also joined by Bess Clark, executive director for Community Connections on Prince of Wales Island where she has lived for over 40 years. She has been a part of the Community Connections team as executive director for 25 years. She continued that they were also joined by Adrienne Gaines, the WISH community services director, a mental health professional beginning in Minnesota for 15 years before moving to Ketchikan in 2021. She offered the opportunity for the panelists to introduce themselves, as well as to expand more on their agencies, the Trust beneficiaries they serve, and to share a bit more about how they help to improve the lives of Trust beneficiaries.

MR. BRENDIBLE thanked all for the invitation and stated that he works at the only mental health service unit located in Metlakatla. He has lived in Alaska for the last 13 years where he met his wife and had his children. He stated that the mental health service unit has urgent care, dental, medical services, and a behavioral health department. They have assessments, intakes, and they help people with case management, *ex parte* orders, and a lot of different services. There is a relatively small staff for the amount of work done, but with coordination with the different agencies in the community and through Ketchikan, it is a wonderful partnership.

MS. YATES stated that she is the executive director of the Ketchikan Wellness Coalition, which is an umbrella organization with ten different task forces that focus on different community needs. Two of the task forces were funded by the Mental Health Trust: the reentry coalition with a reentry house;, and Crisis Now and the mobile integrated health team. The program director is also funded by the Trust. Other initiatives focused on are drug prevention, gardening, recycling, strengthening cultural unity; a large health equity push, particularly for Filipino health care access; and a focus on assessment and action. They assess what the community wants and create plans with community partners or within the staff to try to address those needs.

MS. CLARK stated that Community Connections is a unique nonprofit for Southeast in the array of services they offer from birth to elderly services. They offer infant learning services, birth to three, and they provide children's mental health services; developmental disability services for children and adults; and they serve seniors, elders, and veterans to help them to stay in their own homes for as long as possible. They serve beneficiaries through all of the array of services. They serve 11 communities on Prince of Wales, Ketchikan. The infant learning services travel to Metlakatla to serve the very young children.

MS. GAINES stated that WISH is a domestic violence/sexual assault organization in Ketchikan with three branches of services. There is a 32-bed shelter operated 24/7 in Ketchikan, staffed by trained advocates. Free legal services are provided with an attorney and paralegal who provide family law and protective order services for free to participants in the shelter, and community, as well. A crisis hotline is operated 24/7 out of the shelter. There is a community-services-based program housed in the old shelter building with a lot of outreach, a prevention program, parenting education groups, and case management. Free mental health, low-barrier counseling which can be home-based, in the community building, or in the shelter is provided. There is also a housing program in the community services sector that helps participants with assistance in getting vouchers and navigating the complicated systems to obtain housing. The third area is the

child advocacy center, Eleanor's Place, and the sexual assault response team, which are both housed with WISH. She continued that the SART team responds to reports of sexual assault and provides immediate crisis intervention and long-term services, as well.

MS. FERGUSON thanked and acknowledged each panelist for the work they do serving the Trust beneficiaries and thanked those who traveled for making the journey. She stated that the first question was: What barriers and disparities exist in Southeast Alaska, in this region, that hinder access to behavioral health, developmental disability, intellectual developmental disability services?

MS. CLARK talked about how Community Connections focuses on reaching children very young, and that they are unique in having an infant learning program and children's mental health program. She continued that they have received flat funding for the Infant Learning Program for ten years, which makes it very difficult. She advocated for and encouraged the trustees to help advocate with the Legislature for additional funding for the infant learning services.

MS. YATES stated that Ketchikan Wellness Coalition completed an online safety survey with over 100 students at Ketchikan High School. Before that, over 150 adults were surveyed at a local festival asking about what online safety looked like. All adults said that home was safe. The high school youth results were jarring in that they thought about, planned, or attempted suicide, and attributed the suicidal attempts to online-related instances. There was a change in dynamics of what the youth face, and they are trying to do a big training in the community on how parents and adult community members can address these needs within the community. Another survey was the food security survey with the results for Ketchikan being that 49 percent of the population feels food insecure. The two contributing factors include a lack of transportation and a lack of knowing how to cook.

MS. GAINES talked about a barrier in staffing the mental health positions, part of which was connected to the availability of housing in Ketchikan. A great deal of providers that live here move through the different agencies. A position is filled, the person moves, and then that spot is empty, and the available positions are not filled. At WISH, many qualified candidates reach out, are interested in coming to Ketchikan to work, but they cannot find housing or affordable housing. There are more people in need of the services than providers to provide for them.

MR. BRENDIBLE noticed that, since the pandemic, the services for behavioral health has been altered throughout the state. Getting those positions restaffed is very difficult, and requires a lot of shuffling. Many foster homes throughout the community were lost, and getting people interested in the foster homes, therapeutic treatment homes, tribal foster homes, has been extremely difficult. She stated that Metlakatla has no crisis centers. If someone was in crisis with something major they have to be thrown in jail, which happens more than it should. Another issue coming to Ketchikan as the referral center for Southeast is not being able to get good services in Gateway and other entities that struggle with the level-of-care issues. He was there to advocate and recognize bringing awareness, and then just getting the foster homes to push that back is critical.

MS. YATES added that an actual barrier in crisis is the current closure of Akeela and the services provided for all of these populations. She stated that the homeless population is also struggling. The low-barrier shelter closed down their evening services, and people are being

forced to camp out in Ketchikan. That is a tough situation.

MS. FERGUSON thanked each for sharing the challenges, disparities, and doubts; and she hoped the trustees and Chair were getting a sense of these tough issues that the Trust beneficiaries are impacted with on a daily basis, and how even meeting the basic needs would help propel people into wellness and improve lives. She moved to the next question: Each of you represent an agency, but are also key members of the Southeast, and she asked what they see that is working well in Southeast related to behavioral health, intellectual developmental disabilities and services.

MS. CLARK replied that at Community Connections they give their array services with no wrong door. Families could receive services through the Infant Learning Program, and if services were still needed as they grow older, they get them. The developmental disability services are right there. Statewide, oftentimes, children sit on the waiting list, but they can be enrolled if there are challenging behaviors; so services do flow. She promoted that model because it really works. It is a smooth transition; a smooth referral source; one agency. She added that they are also an umbrella agency in the form of the array of services: three large departments in services with one executive director, one administrative staff. But if they were in Anchorage, Fairbanks, or Juneau, they would be the equivalent of four nonprofits. She stated that their model works, and when one program struggles, another program supports them. She continued that the infant learning services was financially struggling, but through the other services there were reserves, and that helps each other. Not cutting services or staff is their philosophy. She added that another thing they do is to try to promote from within, and they built a scholarship program for staff which helps them if they want to go back to school. People do grow within the organization; they get promoted; and we have longevity.

MS. GAINES noticed that what works really well in her region is that all of the agencies that provide the services really collaborate well together. There is no competitive nature with the different organizations. There are many meetings, task forces, and areas where they all come together so that services are not duplicated. If that could continue to be beefed up with more people, that would be great.

MR. BRENDIBLE stated that it is a difficult question to know what the barriers are and what works well. He was asked that a few years ago in Metlakatla and had to do a lot of research and talked to a lot of larger agencies. He did a community survey and looked at all the violent services in the community. Out of a community of 1400, there were over 400 respondents, and that was incredible. A lot of people in the community were interested in that assessment and what it meant. The buzz was overwhelming from the high-liners to people really struggling every day. He continued that the services in Ketchikan and Metlakatla really depend on them. It seems to be a good time for behavioral health issues and social justice, with discussions on what is working and what is not working.

MS. YATES commended KTC for providing great continuum of care across all aspects from behavioral health, substance abuse, medical and early education components for some of the youth advocacy elements. They also address diabetes-related issues, food-security components, and a lot of things that are coming up in her surveys. They have programs that were already rolling out. She added that she was excited to see how easy it was, through their organization, to continue care across the whole family. Her children go through KTC, and are getting great wraparound care. As a probation officer, when she referred individuals with substance abuse

disorders, they were also screened for behavioral health, and they received care for that. They would be referred to MAT treatment, and all three of those departments shared information who would share it back to her as the probation officer. She stated appreciation for that structure, which worked really well; and it could be duplicated within the community in a highly successful way. She continued to the Wellness Coalition, which went well because the reentry program was highly successful. The reentry program coordinator was just awarded outstanding professional of the year in substance abuse and chronic alcoholism. What she was hopeful to see come into play is the Wellness Coalition partnered with residential youth care. They sent six community members to Iceland and another six to Anchorage in hopes of implementing the Icelandic Youth Prevention Model in Ketchikan, which is very promising. They already had a lot of things existing and in place that can be highlighted and expanded to really support the youth of the community, and also the families. The Icelandic Youth Prevention Model is a family-focus model, and would greatly affect all beneficiaries.

MS. CLARK talked about seniors or elders in the community. For over 20 years, Southeast has had a longstanding coalition of agencies that support and serve seniors. They talk about those services and how to build on them and support each other. Within the senior population, Southeast has limited supported living apartment scenarios. Services are either received at home, or they go to the Pioneer Home or long-term care. It is very different than in Anchorage or the Valley. She continued that Prince of Wales has the largest population of veterans per capita living there in the entire United States. SAIL serves some of them, as does Community Connections. She is proud to serve their veterans to keep them in their own homes as long as possible. The limiting factor is not enough caregivers. Community Connections has a strong caregiving group with many of them being Filipinos. Ketchikan has a strong Filipino community, and many of them work at the Pioneer Home or in long-term care, and then also work part-time as a second job. They are great caregivers, especially around the elder population. She would like to build on that and start a visa program to bring more people from different countries and the Philippines could be one of those. Let's open the visa opportunities and bring those people over. She added that she needs help on that one.

MS. FERGUSON thanked everyone for sharing and highlighting the amazing work the agencies are doing to serve the Trust beneficiaries. The next question was about dreaming big. With no limitations, in what ways could the Trust improve serving and working with the Trust beneficiaries, whether with individuals experiencing mental health crisis or substance use disorders, any array of those challenges.

MS. YATES stated that the initial framework put in place with the mobile integrated health team is wonderful, but having a stabilization center would be the next step, and it is a realistic dream. The bigger dream would be to have the SeaLevel Center fully funded. She would also love to see First City Homeless Services secure their new location and receive the funding to purchase their building and complete construction at a location that makes more sense for the community where they could really thrive and serve that population.

MS. GAINES thought that solving the exit of Akeela from the community is a major area that would be great to solve. That mental health crisis initial response they provided was a foundation for the second-level services provided by other organizations. There are community members that without the immediate stabilization of their mental health crisis, it is hard to do other things and to be successful at maintaining those secondary levels of care for some community members. She added that getting people to come and continue to grow the



community in Ketchikan would be her “dream big.”

MS. BRENDIBLE went along with increasing the number of foster homes, the stabilization or crisis center. He stated that their referral system is really struggling. Stabilization centers would be an accessible way to help reduce the number of adults needing a higher level of care that they are not getting, and to reduce the number of children getting high levels of care and staying there.

MS. CLARK stated that there was a lot of talk around the state about crisis stabilization, and she wanted to focus on crisis stabilization for youth. Community Connections just received a Federal grant that passed through the State of Alaska called Children’s Mental Health Initiative for the next three years. She continued that they are looking at trying to stabilize those youth and to keep them in the community. She shared a success story about a youth in institutional care in Texas for over two years, and then pointed out that Community Connections has the highest rate of reunification or adoption in the state of Alaska. She stated that she wants to do more with her great staff.

MS. FERGUSON thanked each of the panelists for sharing those amazing stories of the successes and opportunities for improvement to continue to serve Trust beneficiaries. This gives a better sense of the barriers, disparities, challenges, things that work well, those basic success stories and what forward-thinking looks like for Southeast. She passed it back to Chair Halterman and the trustees for any comments or questions.

CHAIR HALTERMAN recognized Trustee Morris.

TRUSTEE MORRIS thanked all for the wide-ranging discussion. He stated that he checked the Internet about the Iceland prevention model, and the results were impressive for tobacco, marijuana and alcohol. Some of the principles were to measure the situation, decide on an intervention, apply it, and then measure those results in the first year. He asked where they were in terms of implementing the Iceland model, and if they measure the problems.

MS. YATES replied that in Iceland it was a community solution with the hope to lower high-risk behaviors; in particular, substance misuse. They saw significant reductions in replacing or filling youths’ time with higher activities, granting more access to those activities, and then inviting the parents into that process. They implemented curfew, created ease in transportation to activities, increased activities at locations that were accessible to the entire community. She stated that they were in the beginning stages of the process, and we just completed the tour of the clinic program which was a data collection component with a turnaround for three months. They reached out to the Ketchikan Gateway Borough Transit Authority, and with our support they are launching on June 1<sup>st</sup> free bus rides for anyone 13 and under to remove some of the barriers of transportation. Previously, a ride was given to the library or the rec center on the bus for free; and now they can go everywhere within the community. She continued that they are starting a summer program, a culture PM which will include a Filipino dance. There are a lot of existing activities within the community with increased access and reduced fees to join them. She added that paying for the data collection is a hefty cost, but currently we have the funding to do that, and that is the plan.

TRUSTEE FIMON asked Mr. Brendible to speak to the levels of support received from tribal or Native corporations, or what existed through Metlakatla.

MR. BRENDIBLE deferred to the tribal executives and added that he was not sure about the amount of coordination or understanding they had with other Native corporations throughout the state.

TRUSTEE MORAN asked what a crisis intervention review would look like.

MS. CLARK replied that they were looking internally within children's mental health, an extension of the therapeutic foster care. It was a great example of partnerships in the community because they work closely with RYC, PeaceHealth. The intent is to prevent the youth from going to the emergency room, and they do not have it all figured out yet because they were brand new at this model.

CHAIR HALTERMAN stated that the behavioral health provider shortage was statewide, and it may be a more significant hurdle to overcome in your community. She asked whether technology and telemedicine opened up avenues to receive services that may otherwise not be available in the community.

MS. GAINES replied that they were able to provide virtual mental health therapy, but they ran into unreliable access and the participant needs to be able to participate. The families served do not have easy access to a private, confidential space with a laptop or even internet to have those sessions. She added that participants that do, use it successfully and regularly.

MR. BRENDIBLE replied that it expanded services and that had helped. He stated that he is a strong advocate for virtual services.

CHAIR HALTERMAN asked if there was a need for technology support for equipment to lend to folks that do not have access, and if there was something the Trust could do.

MS. CLARK replied that telehealth was tried during and after the pandemic, and all the therapists were able to do it, but it was not successful. That mode of therapy does not work for youth; and they serve very young children. She stated that speech therapists and physical therapists with infant learning services would lend an iPad to families so that the family would learn the skills to promote their child's development and speed. The Trust had given money for equipment. Most places on Prince of Wales cannot get Internet connection.

MS. YATES replied that both the ER and the Ketchikan Correctional Center utilize telehealth for their emergency assessments. Akeela also utilized all telehealth therapists inside the facility for a decent period of time. She could see implementation within the mobile integrated health team where these devices could be brought to clients who may not be able to leave their homes or come to a location.

MS. FERGUSON stated that Southeast is very rural and asked for some context to the experiences for Trust beneficiaries accessing high levels of services.

MR. BRENDIBLE replied that if someone had a crisis in Metlakatla they would first try finding a loving family member to do a safety plan, someone that could stay with them through the night until the emotional wave was over. The other resource is the police station: Cold hold cell, little toilets, cement bed with a little blanket, which is inhumane. If they need a higher level of care,

they ferry them. The ferry does not run on Tuesday and Wednesday. If it happened Monday night and it was January, they would be in jail for 48 hours. Clients/patients have stated that the whole process took away their humanity and dignity, and that by the time they went through the referral process here they were worn out. The process is draining and frustrating.

MS. YATES talked about someone struggling with substance abuse and the closure of their only residential treatment program. She noted that Rainforest Recovery located in Juneau was closing and Kar House closed, which were the only two adult Southeast Alaska treatment facilities. She talked about the downfalls of leaving the community when trying to seek substance treatment. The process to get someone to treatment is very difficult and involves multiple agencies, multiple pieces of coordination, and a large cost of getting them to travel. She warned that they are looking at some major crises.

CEO WILLIAMS stated that the description of jail as being the last resort in Metlakatla, what it looked like was very well done. The other thing they hear, which is equally as traumatic, is getting out of Metlakatla and then getting to Juneau, and that weather is a big factor in that. He asked for a timeline of when things line up versus when things were challenged by weather and someone needs to leave Metlakatla.

MR. BRENDIBLE replied that if it all lined up, someone was greatly disabled and meets the criteria for serious mental illness, and they were not able to take care of themselves and were a risk to themselves or others, they would voluntarily take that individual to Ketchikan. They tour the screening facility at PeaceHealth, and then will be referred to Bartlett, or they could get their needs met at PeaceHealth. He described a recent case where someone had a serious mental illness and was manic and causing themselves a lot of distress and was aware of the stress they were causing. Staff did not have any faith that bringing them to Ketchikan would help and that maybe they would be turned away. They met with leadership to go over the situation and their concerns. The family had concerns over getting help, and a family safety plan was made. It just continues that too often they have to rely on families and not professionals.

CEO WILLIAMS asked if people in the mental health crisis end up accessing services in Seattle.

MS. YATES replied, yes, that there was a youth survey a couple of months ago, and multiple parents testified about preferring to seek care in Washington for quality care. There is a struggle finding adequate care in Alaska.

MS. CLARK stated that what Mr. Brendible described in Metlakatla was the same scenario on Prince of Wales. It is very difficult.

MR. BRENDIBLE clarified that children are not put in jail. Children in crisis are put with an emergency foster for the night. If that cannot be found, then a stable environment is looked for until they can get a higher level of care.

MS. FERGUSON stated Gunalcheesh to all of the panelists. She thanked them for traveling and being there, and especially for the work they do to improve the lives of the beneficiaries. She hoped that these would be ongoing conversations that we get to have as partners in serving the beneficiaries. It was a pleasure to hear the success stories, and it was helpful to hear the challenges and gaps in ways that we can come alongside to fill those gaps for the community members here.

CEO WILLIAMS thanked them for their time and sharing.

(Applause.)

CHAIR HALTERMAN thanked them for all they do and that it really does matter. She stated appreciation for everything they do in the community, and for being here today. The conversation was appreciated, and she looked forward to future dialogues. She stated that they would take a brief break because they were going to recess for an opportunity for a site visit.

(Break.)

(Trustees site visit to Community Connections.)

CHAIR HALTERMAN called the trustees to order and stated that, next on the agenda was a trustee training. She recognized Matthew Stinson online for an ethics training.

### **TRUSTEE TRAINING**

MR. STINSON stated that he is an Assistant Attorney General at the Department of Law, and is also the State Ethics Attorney. He stated that when talking about the Executive Branch Ethics Act, the people that applies to are public officers. Within the definition of a public officer would include a public employee; but also included are members of the boards and commissions, including the trustees. Under the Ethics Act, there are a number of different potential violations or areas of concern, many of which concentrate under the misuse of the official position statute, AS 39.52.120, which has a list of a variety of ways in which somebody can potentially violate the Ethics Act. Some examples of violation would be to use one's official position either for personal gain or to give an unwarranted benefit or treatment to another person. He went through a few examples of unwarranted benefit or treatment. Another misuse would be using your position in order to secure other employment or contracts. Also, the position could not be used to accept or solicit outside compensation. Another misuse was using State resources to benefit a personal or financial interest. Also, trustees cannot take or withhold an official action on matters in which they have a personal or financial interest. Under the Ethics Act, the concern is to prevent substantial and material conflicts of interest. He explained this fully with examples. He continued that the basic premise of the Ethics Act is trying to avoid substantial material conflicts of interest. He talked about the definition of immediate family member and detailed exactly who was an immediate family under the Ethics Act. He also detailed personal interest and financial interests and shared examples. He then moved to the section of the Ethics Act talking about gifts. A public officer cannot accept or solicit a gift if the gift was intended to influence the action or judgment in the official duties. The definition of gift is broad: money, services, loans, travel, entertainment, hospitality, lunch, et cetera. Across the board, all gifts from lobbyists to public officers are presumed to be improper. There is a narrow exception based upon some of the prior published opinions where someone becomes a public officer and a close friend or a family member was a lobbyist and they routinely get each other birthday or Christmas gifts for each other's families. He continued that there are different statutes that exist that define the categories of lobbyists with some cross-references to different categories of lobbyists in one part of the Ethics Act. He added that when in doubt, reach out to ask a question or communicate with your designated ethics supervisor or the DoL. He stated that if a gift was received worth more than \$150 to you or an immediate family member, it needs to be reported. He added that when in doubt, disclose. Any gift received from another government, regardless of value, must be

disclosed. There is a provision where it would be disclosed to the Governor's Office, and they would decide what should happen with that gift and how it is allocated. He moved to the misuse of information section of the Ethics Act, AS 39.52.140, which applies to current public officers, and is also an enduring obligation. Even after someone leaves State service, they are still required to not disclose confidential information gained by the course of their official duties if it could in any way result in a benefit to the officer. There are sometimes additional things outside the Ethics Act about the use of confidential information. Confidential, by law, is a document that is marked confidential or otherwise privileged information: people's medical information, attorney/client privilege information, or a particular process, pertinent information, things that are confidential by law. He then moved to the not publicly disseminated definitions and explained in detail. He stated that that matter in the Ethics Act has a pretty broad definition that includes a case of preceding an application, a contract, a termination, proposal, et cetera, a resolution, amendment. A matter is like an identifiable thing like a street project, a contract, or proposal in State service. It includes the general formulation of policy, things that were abstracted. He continued through the exceptions, and then a catch-all in most of the causative action under the Ethics Act. It stated that somebody cannot be normally helping another person who was covered by the Act in order to violate the Act. So, knowingly helping someone else violate the Act is its own Ethics Act violation. He continued that there is also a shield in the Ethics Act because it relies a lot on people self-reporting and, in order to incentivize that communication, there is a provision to seek advice from the office with the full disclosure of the material facts. Then following that advice will be protection from Ethics Act complaints that can potentially go in front of the personnel board. That protection does not apply to the Governor, Lieutenant Governor, or the Attorney General because those get referred to the personnel who require independent counsel. He noted that there is a provision in the Ethics Act that someone could get phone advice or oral advice in certain situations where it was time sensitive, and they can rely on that advice while waiting for a formal opinion. Ethics Act complaints can be filed by any member of the public, the only requirements being that complaints must be in writing, must be signed under oath, and must contain a clear statement of the details of the alleged violation. It must have all three elements, or it will be considered incomplete and, most likely, be dismissed. All of the information is confidential unless the person in the complaint decides to waive confidentiality and make it public, for whatever reason. The confidentiality can also be broken if there was a formal proceeding serving an accusation on a person in a complaint. He stated that they could reach out to him by phone, e-mail, [matt.stinson@alaska.gov](mailto:matt.stinson@alaska.gov), or his paralegal, Jen Williams, who does a lot of helping to organize the training, designated ethics supervisors, and also they reach out to the designated ethics supervisor.

CHAIR HALTERMAN thanked Mr. Stinson and stated appreciation for the training. She continued that they were at the point where they amended the agenda to enter into Executive Session to discuss CEO performance. She asked for a motion.

**MOTION:** In accordance with the Open Meetings Act, a motion was made that the Alaska Mental Health Trust Authority Full Board of Trustees convene into Executive Session for the purpose of discussing confidential information pertaining to the annual performance evaluation of the Trust Authority's Chief Executive Officer. This motion is made pursuant to the Open Meetings Act AS 44.62.310(b) and AS 44.62.310(C) (2). Under applicable law, this discussion should take place in Executive Session unless the Chief Executive Officer requests a public discussion. During the Executive Session, the Board of Trustees may also discuss information related to the Chief Executive Officer that is required to be kept confidential pursuant to AS 44.62.310(c)(3), and that is

auxiliary to the Chief Executive Officer Annual Performance Evaluation. The motion was made by TRUSTEE FSHER; seconded by TRUSTEE MORRIS.

*There being no objection, the MOTION was APPROVED.*

CHAIR HALTERMAN stated that they would be taking Wendy Horton, Steve Williams, and the Board of Trustees into Executive Session.

(Executive Session from 4:45 p.m. until 5:05 p.m.)

TRUSTEE FISHER stated, for the record, that he and his fellow trustees were returning to the Full Board of Trustees meeting from the Executive Session. We did not make any decisions during the Executive Session.

CHAIR HALTERMAN entertained a motion for adjournment.

**MOTION:** A motion to adjourn the meeting was made by TRUSTEE BOYLES; seconded by TRUSTEE MORRIS.

*There being no objection, the MOTION was APPROVED.*

CHAIR HALTERMAN adjourned the meeting.

(Alaska Mental Health Trust Authority Board of Trustees meeting adjourned at 5:05 p.m.)

**Minutes for the  
June 14, 2024  
Full Board of Trustees  
Meeting**

**ALASKA MENTAL HEALTH TRUST AUTHORITY  
SPECIAL FULL BOARD MEETING  
June 14, 2024  
8:30 a.m.**

**Hybrid Meeting:  
Alaska Mental Health Trust Authority  
3745 Community Park Loop, #200  
Anchorage, Alaska 99508**

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**Trustees Present:**

Anita Halterman, Chair  
Brent Fisher  
Kevin Fimon  
Agnes Moran  
John Morris  
Rhonda Boyles

**Trust Staff Present:**

Steve Williams  
Katie Baldwin-Johnson  
Michael Baldwin  
Julee Farley  
Valette Keller  
Kelda Barstad  
Luke Lind  
Debbie DeLong  
Carrie Predeger  
Eric Boyer  
Heather Phelps  
Tina Volker-Ross

**Trustee Land Office staff present:**

Jusdi Warner  
Sarah Morrison  
Jeff Green

**Also participating:**

Gene Hickey



## PROCEEDINGS

### CALL TO ORDER

CHAIR HALTERMAN called the meeting to order, called the roll, and asked for any announcements.

CEO WILLIAMS announced that the Bert Hall award was presented to the Trust by the Mat-Su Health Foundation for all of the work that we and the partners in the Valley have been doing related to working on Crisis Now.

CHAIR HALTERMAN asked for a motion to approve the agenda.

### APPROVAL OF THE AGENDA

**MOTION:** A motion to approve the agenda was made by TRUSTEE MORRIS; seconded by TRUSTEE FISHER.

CHAIR HALTERMAN asked if there were any adjustments or objections to the approval of the agenda. Hearing and seeing none, it was so moved.

*There being no objection, the MOTION was APPROVED.*

### ETHICS DISCLOSURES

CHAIR HALTERMAN asked if anyone had any ethics disclosures. Seeing and hearing none, she asked for a motion to approve the minutes from the March 18<sup>th</sup> Special Full Board meeting.

### APPROVAL OF MINUTES

**MOTION:** A motion to approve the minutes from March 18, 2024, was made by TRUSTEE MORAN; seconded by TRUSTEE BOYLES.

CHAIR HALTERMAN asked if there were any objections or amendments to the March 18<sup>th</sup>, 2024, minutes. Seeing and hearing none, they were adopted.

*There being no objection, the MOTION was APPROVED.*

### GOVERNANCE DISCUSSION

CHAIR HALTERMAN stated that regarding the governance conversation, we have made our way through a good number of the changes already, and that today we are going to make our way through the remaining charter changes which require more discussion. She turned it over to Mr. Williams to talk about the memo.

CEO WILLIAMS stated that the memo is an orientation memo to make sure that trustees remembered how to read the spreadsheet that highlights all the identified "parking lot" items that need further discussion from the March 18<sup>th</sup> meeting.

CHAIR HALTERMAN stated that we will start with the charter of the Board of Trustees that were set aside to be discussed at a later date. She turned the meeting over to Mr. Hickey to lead the conversation about the charter changes and the edits that are outstanding. For 4(b), there are edited changes, and the staff comments are in the third row.

MR. HICKEY stated that the original charter included language that required the Board of Trustees' charter to insure the Integrated Comprehensive Mental Health Program, and it was revised to change "insure" to "provide." The comment from staff identified why "insure" was not the appropriate language; but "provide" probably is not the appropriate language, either. The suggested change is that the Board include "to assist with" an Integrated Comprehensive Mental Health Program, and that would alleviate concerns from a legal standpoint of insuring, which locally means guaranteeing, which as you are working with other agencies you cannot do. Staff's comments with regard to "provide" would be consistent with the statutory framework.

CEO WILLIAMS stated "to assist with" is fine.

TRUSTEE BOYLES asked a process question, if trustees were voting today or if this is similar to a work session.

MR. HICKEY answered that this is more like a work session, with trustees basically giving direction to counsel to come up with a finalized document. That finalized document will get prepared, assuming that we get through all of these parking-lotted items, and then that final document will come up for consideration at a future board meeting for the Board of Trustees to approve.

TRUSTEE MORAN asked if we are in agreement with "assist with," if that then comes out of the parking lot.

MR. HICKEY responded yes, but these will be in a final form and then approved. For instance, there might be some disagreement during the meeting as to whether somebody agrees with the change or a couple people agree or do not agree. As long as the majority is saying this is the way we want to go, that does not mean that when you get to that final document, people cannot raise an objection to a particular provision or the way it went and state how they want to proceed. Otherwise, trustees would be making motions on every particular change, and it would take a long time to get through this process.

CHAIR HALTERMAN added that there is a possibility that there may be one or two issues that are not finalized. But we can move forward with a document, knowing that there are a couple of outstanding issues. She continued that this is a living, breathing document, and we should revisit it anytime that any member of the Board sees something that needs to be brought up. Once we adopt the final changes, there will likely be a different process to do that. She moved to the next section, which is governance.

MR. HICKEY stated that the second issue is regarding a board development program to build skills of trustees, which will include policies for trustee recruitment, retention, and training. The staff had a comment concerning trustee retention, which is a responsibility that lies with the Governor. He concurred that the Governor has the ultimate authority to appoint the trustees to the Board. His understanding of the discussions with the trustees and the draft and how this was prepared is that trustee retention is not so much who has the ultimate authority to actually appoint individuals to the Board of Trustees, but how to identify people that may be willing to serve and to remain on the Board, given the fact that it is a voluntary board with very little compensation for the trustees.

CEO WILLIAMS stated that the recruitment process is outlined in the Trust statutes, which

states the members of the nomination panel, and then what happens from that point forward. He then gave an overview of the process, noting that the statute does not outline a step-by-step process, but it does give guidance.

MS. KELLER added that the statute does outline that the Governor must consider a recommendation from the six individuals on the nominating panel who are appointed by entities named in statute, but the Governor does not have to choose from that recommendation. From that statute, there is an internal policy and process outlined that treats it like a recruitment process. We post a recruitment, collect resumes from the Governor's Office process, which includes an application that all trustees have filled out. We work with Boards and Commissions in the Governor's Office to review those resumes.

CHAIR HALTERMAN stated that the statute is AS 47.30.016, and it does not talk about what the process is that we follow, but it does outline the requirements that we must comply with by State law.

MR. HICKEY noted that when the department of health was changed, the section was modified, and it is now 44.25.210. The statute sets up the parameter of how a new trustee gets appointed, but the policy itself of how to get to that point is not in the statute. The charters and regulations expand on those particular statutory provisions. He stated that he has not seen the policy.

TRUSTEE FISHER stated that he is not sure recruitment is the correct word. Based on what he understands with regard to that process, we are not really recruiting anybody, nor do we have an obligation as a board to recruit anybody; we are just a part of the notification and filtering process before it gets up to the Governor.

CEO WILLIAMS stated that if you have a board development program, and you put in the intro that it is intended to educate, increase, retain and have highly qualified trustees and here is the program that does that, that is probably one way to address retention, and then there are other places that will address it, as well.

MR. HICKEY stated that perhaps a change to the language be: The Board development program will include policies that will enhance trustee recruitment, retention, and training. He asked if that worked.

CHAIR HALTERMAN asked if there were any objections to that language change. Hearing none, she gave the meeting back to Mr. Hickey.

MR. HICKEY continued to section is 12(b), which is language that was added to serve as the primary interface for statutory advisory boards. The staff comment is that this is a shift of the work of the board from a board level to more of an operations/administrative level.

CEO WILLIAMS stated that the staff comments in the third column speak to the reasoning behind this, that on a day-to-day basis or a weekly basis, staff is interfacing with the advisory boards EDS to work through issues, policies, programs that are in the best interests of the beneficiaries that are represented by these three boards. He continued that the primary interface really does have to lie within the staff to facilitate that.

TRUSTEE BOYLES agreed with the staff comments in their entirety. As a Board of Trustees,

we have a lot of work to do, and to take on the primary interface for statutory advisory boards would be a lift, and it is the staff's role.

TRUSTEE MORAN stated her agreement with Trustee Boyles after having attended some of those meetings, and seeing the amount of work that goes into it. She does not think that adding that task on to existing trustee responsibilities is feasible.

CHAIR HALTERMAN asked if there were any other comments from trustees. Hearing none, she stated that she does not disagree with Trustees Boyles and Moran on the comments. She recommends that trustees do participate at least occasionally in those advisory board meetings because there is a role for trustees, and she struggled to understand the role of our advisory boards.

MR. HICKEY noted that the issue of advisory boards comes under AS 44.25.250, and that statute requires that the Board review and consider recommendations submitted by the various advisory boards. The thought that the issue with that particular change was to get trustees more involved in the ongoing operations of the advisory boards, to understand those reports and recommendations. The Board is in compliance as long as it follows through with the requirements of the statute. This would be a policy determination for the Board; not a legal requirement to be the primary interface. There is no problem if the Board decides to strike this language, or including it in some different rendition from a legal standpoint. Just so everyone is clear he stated that this came from Catherine Woods, the prior consultant.

(The discussion continued.)

TRUSTEE BOYLES stated that in the light of moving forward expeditiously, to leave this issue for the future, and to strike it.

CHAIR HALTERMAN asked if there were any objections to striking it. Hearing none, she noted that we can take it upon ourselves to be more engaged, but it is not going to be something in the governance rules.

MR. HICKEY moved on to operations and human resources. Paragraph 25, the language added: The Board will establish the personnel policy for the effective management of AMHTA. Staff comments is that there is a human resources and operational staff function, and it is less so the role of the governance board. Basically, the Trust follows the State of Alaska human resource policies and procedures. There was a note that there was apparently trustee consensus, but it was still parking-lotted, and he is not sure of the issue. By statute, the AMHTA is not required to follow State human resource policy. From the law standpoint, if the AMHTA Board of Trustees wants to adopt the state policy as a policy, we would recommend going ahead and doing that. If trustees want to adopt it with modifications, he would go ahead and do that, but there should be some policy in place that identifies that that is official. There is an HR policy that has been provided, and this Board should look at that adopted policy to determine whether or not it wants that or a modification of that. All that this language says is that one has been adopted, and that you want to take a look at it.

CHAIR HALTERMAN stated that she believes that it was from 2015, which predates the governance rules that we are following, and we have to look at some of the provisions that are outlined there because they do not apply and it has been challenging for the Chair. She believes

that the Board should look at those policies and consider whether or not they want to revise any provisions of them, and then bring them forward and readopt them in a more current manner.

MS. BALDWIN-JOHNSON asked Mr. Hickey if he can give the reference for what exempts the Trust Authority from following the State personnel policy.

MR. HICKEY responded that there is a specific statute in personnel that makes employees of the Trust exempt, and the same is true for the Alaska Housing Finance Corporation and some others, but he did not have that at the tip of his fingers.

CEO WILLIAMS stated that there is uniform agreement on reviewing the personnel policies and making sure there is something in place. What staff is pointing out is that the staff will work with the Board to do that.

TRUSTEE MORRIS agreed with Mr. Williams, and added that we could perhaps solve this by adding the phrase “with the assistance of Trust staff.”

MR. HICKEY stated that the only point of this language is because the AMHTA is exempt from the State's policy, and that it is incumbent upon the Board to adopt one. That would be consistent with law to have a written personnel policy.

CHAIR HALTERMAN stated that she had not looked at this policy in a little while, but from what she recalled, because we have the exempt status, some of the provisions that were in the policy seem outdated or may be in need of revision or consideration. If we have adopted the policy in the past at a board meeting, which it sounds like we have, we probably should revisit this from time to time, like we do many of our other documents, to make sure they remain relevant and current, and that we are putting fresh eyes on it to see that we have made sure that we provide the right policies or statutory provisions.

TRUSTEE MORAN stated that we are all in agreement that we need a personnel policy and that should be a requirement. She stated that she was fine with the staff recommendation, and it does not set a time frame. It assumes that will be in kind of a cooperative relationship.

MR. HICKEY stated that the Board still needs to adopt it, which is why the word "established" was used there, so it is approved by the Board.

TRUSTEE MORAN stated that she was fine with “established,” too.

CHAIR HALTERMAN asked if there was any objection to leaving the language under the proposed edits from November of 2023, that the Board will establish a personnel policy for the effective management of the Trust, or do we want to add language “with the assistance of staff.”

MR. HICKEY stated that he does not have any objection to the language about assistance of staff.

CHAIR HALTERMAN stated that she agrees with the assistance of staff, and if there is no objection to that, we will roll with a slight change to the language, and move on to No. 27 under the operations and human resources.

MR. HICKEY continued that this is referring to language that was added to the existing language where the CEO shall report to the Board on at least a monthly or more frequent basis with a report identifying the CEO's progress in all tasks assigned to the CEO by the Board. The Board shall identify each assignment; the date of the assignment; when the assignment was completed; if not completed, why; and when completion is expected. He stated that the issue is that it is an ongoing process, and if the language was actually necessary for inclusion within the charter.

TRUSTEE MORAN stated that the Board is a very dynamic environment, and she does not believe that we need to micromanage the CEO as to what level of reports and what is in each report. She thought that the Board gets adequate information as it is; that if the Board establishes a good working relationship with the CEO, it should be an ongoing dialogue. It is not appropriate to put this level of detail into a charter.

CHAIR HALTERMAN spoke to the language being added as a result of the Board not being aware of the reports from Harvest Capital.

TRUSTEE FISHER noted that he and Ms. Baldwin-Johnson worked on that, and she went through all of the history in the minutes and identified all of the motions and everything that had been approved so that we at least had a record of those things as trustees. It was really well done. He asked if that is updated.

MS. BALDWIN-JOHNSON answered, yes, that the team that actually did all the research on that are keeping that updated with every committee meeting and every Board meeting.

TRUSTEE FISHER stated that on occasion it is not uncommon for trustees individually to request additional information or reports on a specific issue in more detail, and that is different from these official motions and approvals, and that is what this language is partly asking about. Because as it relates to Harvest reports, there were trustees asking for additional information, and they were not getting some of that.

MS. BALDWIN-JOHNSON responded that we essentially have two tasks: one that we are tracking all the motions; and then one that is tracking all of the requests to the staff, and specifically what is requested. She continued that they are verified with our court reporting meeting minutes so that we are keeping that accurate.

TRUSTEE FISHER stated that with that clarification he would suspect that those are also things that the CEO is overseeing with regard to what was requested, and trustees are getting that information now. If it is being updated on a regular basis, it is being documented.

TRUSTEE MORRIS stated, in both the staff recommended and proposed edits, it says that the Board will set annual reports targets in writing for the CEO at the beginning of each year. A lot can change in a year, and we may want to add some more flexibility for when we want to set goals, change goals, new goals.

CEO WILLIAMS responded that goals do not need to be set. If something happens that causes something to be re-prioritized or the Board says, "Hey, this is really a thing," that is a conversation that happens between the CEO and the Board.

CHAIR HALTERMAN stated that in the existing governance rules that we are working off of,

there was a provision that required a secretary to monitor motions, and our contractor recommended we pull that language out. It being there led to a dialogue that actually led to the discovery of missing motions and a little bit of additional research to be able to track and to start following through. She continued that we should clearly look at policies that help support that process once we are done with this governance process.

TRUSTEE FISHER stated that there is no requirement in place that insists that we need regular updates. The language as it is right now is pretty detailed with reporting at least monthly. Perhaps a more general language can be made that requires that there be the documentation for motions and requests without necessarily saying that there has to be a monthly report and progress with tasks. That gives us more flexibility in working with staff and the CEO of what is reasonable.

MR. HICKEY responded something along the lines of “the CEO shall report to the Board on the progress of all tasks assigned to the CEO,” and to just eliminate the timing requirement. He modified the language as “the CEO shall report to the Board the progress on all tasks assigned to the CEO by the Board.”

TRUSTEE FISHER added "on a regular basis."

CHAIR HALTERMAN asked if there were any objections to that language change. Hearing none, she asked Mr. Hickey to proceed.

MR. HICKEY moved to Section 3(d) regarding a change made to duties and responsibilities that the Chair would serve as a voting ex-officio member of all committees rather than a nonvoting member. Staff had an issue with that regarding a potential violation of the Open Meetings Act. From the law standpoint, he did not see that as an issue. Board members are required to comply with the Open Meetings Act, including committees and subcommittees. The fact that more people are talking should not matter, but you still have to comply with the Open Meetings Act. There is a legitimate point made to having four people voting on a particular board, which is an issue that the Board should consider. Staff recommended maintaining the current committees, and the existing language.

TRUSTEE FIMON stated that we should come back to this after we talk about the committee make-up.

CHAIR HALTERMAN stated that will be tabled for now.

MR. HICKEY moved to the next section, charter of the Chair of the Board, 3(f), “facilitate effective and open communication between the Board and CEO,” and then the added language was, “and coordinate board member request for information; however, all committee chairs shall direct communications with the CEO, CFO, COO, CCO, TLO, ED, and staff as needed to complete committee work as outlined in each committee's charter.”

TRUSTEE MORAN stated that staff does not need to be in there. If we have access to the main executive, branch of the Trust, it is covered.

TRUSTEE BOYLES agreed with Trustee Moran.

CHAIR HALTERMAN stated that she likes the CEO, CFO, COO, CCO, and TLO ED. She continued that she has actually exercised the right to contact each of those individuals as the Chair, and has never felt the need to go down to the staff level.

TRUSTEE MORRIS concurred, and asked if we need a call out to say the staff have the ability to send information the other way when they have a significant concern as in a whistleblower-type scenario.

ACTING CHAIR FISHER stated that Chair Halterman stepped out for a minute, so he took over as Acting Chair.

TRUSTEE BOYLES stated that under staff recommendation, they addressed the Trust communications policy, and it would seem that would be the appropriate place for the infrequent time that a staff member may want to talk to a board member, under Trust Communication Policy.

MR. HICKEY stated that it can certainly go into the communication policy, but is probably a better provision within the personnel policy because staff will have access to the personnel policy, more than the communication policy.

TRUSTEE MORRIS stated that the edit will be to delete the words "and staff" from proposed edits 3(f), and that is that.

MR. HICKEY continued to section is 3(h), which refers to the Chair acting as one of the official spokespersons for AMHTA, together with the CEO and others as directed by the Board. There was language that staff concurred, but then it was listed as a parking-lot item.

CHAIR HALTERMAN stated that in her review of all of the charters, each of the committee charters talks about roles for each of the committees, but they are not quite clear in any policy where roles are assumed. Her goal with this particular charter would be for us to really look at the role of the Board versus the role of the CEO and define it clearly, maybe even through policy.

TRUSTEE MORAN stated that we are in concurrence with that, so we can move on.

MR. HICKEY moved to 3(i), which was reviewed to approve travel and other expenses of the members of the Board and CEO in conformance with a Board-approved travel policy, or in the absence of a Board-approved travel policy, then conforming with the State's current travel policy. The staff says that the language seems to create an exemption to existing SOA policy and questions the authority to create a separate policy outside of the existing State policy. He looked at this issue and spoke with his counterpart at APFC, and the Board does have the ability to change the travel policy, but it must be done in coordination with the Department of Administration. For instance, APFC has changed some of their travel policy requirements. If the Board wanted to do that, they would have to come up with a change, run it by the Department of Administration, get approval on that side of it, and then go forward, or to just adopt the State travel policy. This is a policy decision by the Board; not a legal requirement.

TRUSTEE BOYLES stated that she is concerned about us not being in a healthy economic situation in the state of Alaska, and we are public servants. We need to be cognizant that



whatever we do can be on the top of the fold for almost no reason because the Trust is very visible, and the integrity of the Trust is very visible. She stated that trustees need to be very careful with changing State policy as to anything with the roles of the trustee when it comes to reimbursement.

CHAIR HALTERMAN noted that her understanding is that there is latitude within the State policy that we can explore. It is still a State policy, but the Board needs to make some decisions about whether or not we want to explore latitude. This is important when we look at the fact that we have a number of trustees that are currently traveling between multiple states or from other destinations. We are struggling with our recruitment of trustees when people are not compensated for the work they do and for the travel time. If there are some exceptions that travel policy allows, she would encourage the Board to look at them and see if it is applicable to the current Board make-up because it is a State policy that allows for us to explore those exemptions. Right now, this affects Trustee Moran the most because she bears two days of travel every time she comes to this boardroom, and it is uncompensated time; and we have no latitude. We can actually improve our recruitment and retention of our trustees if we consider exceptions that are appropriate as necessary. Right now, we do not have that latitude because we have not exercised the adoption of any exceptions.

MR HICKEY added that is where the reason for the language came up was because it is a voluntary Board, the honorarium is minimal, and the travel requirements are excessive for some members to just take a look at it. All this language does is permits the Board of Trustees to go ahead and do that. The Board is not adopting any particular travel policy at this point, but it can be reviewed, and that determination can be made if it is desired.

TRUSTEE MORAN felt that one of the things that we are doing when we are cleaning up the charter is getting rid of any extraneous references to policies, because we were not tracking them as it was. She asked if this is something that can be taken up at the committee level.

CHAIR HALTERMAN stated that it does need to be in here because it is the role of the Chair to look at all travel for all trustees and also for the CEO, and to make a determination on that travel and apply the policy in making that determination. It is the role of the Chair to examine those requests, and also to exercise some fiduciary responsibility to make sure that the travel is appropriate and that it is for a Board activity. She stated that she has been faced with having to deny some travel requests by applying the policy that we currently apply, which is the State of Alaska travel policy. With no exceptions, there is no latitude. Having those rules in writing is helpful for the duties of the assigned, respective roles.

TRUSTEE MORAN stated whether or not there is a policy in here, that travel still needs to be approved.

MR. HICKEY stated that the Trust has approved the statewide policy; that is what currently is being followed. All this language does is give the Board the ability to modify that.

TRUSTEE FISHER stated that this is necessary language as a reminder for future boards, as well, that they do not have to follow the State policy, and they can seek a policy that fits better for the trustees. He continued that it is really an issue for getting people out of Anchorage and making sure that some costs of being a member of the Board are taken care of; and not just for people who have the money or people who have flexibility with their work that

allows them to participate as a trustee. It is a really good reminder to have in here that we can seek a different policy than the State of Alaska.

TRUSTEE BOYLES stated that we need to be very careful with this because we do not need to set ourselves apart from other boards and commissions in that we may be managing a lot of money; but we are not managing it for us, we are managing it for benefactors. Somebody always has a personal choice to serve on a board or not, for whatever reason.

CHAIR HALTERMAN stated that this change is in response to comments that have been made repeatedly during the confirmation process about what are we doing to recruit from rural Alaska. When you have someone in rural Alaska that gives up two days of time without any compensation for that time, and we have no latitude to pay for travel from other places, it limits our ability to do that recruitment. She continued that she had conversations with senators about this particular problem, and they can ask us until the cows come home what are we doing to recruit from rural Alaska, but if we do not change the environment to allow them to be compensated fairly for the work they do it will not happen. It is a volunteer position; these are honorariums, but it is not really a paid position here. Most people are going to make more in their daily duties at a job than they will ever make serving on this Board spending a full day in this board room. Two of those days are often spent in travel status with zero compensation. If there is latitude under the State of Alaska policy for travel to explore exceptions to account for individual circumstances, she believes that the Board has a duty to look after each of our trustees to make sure that we can accommodate them so that they can continue to participate on this board, and we can encourage and improve our recruitment from rural locations. Right now, most people look at the fact that they are not going to be compensated and they will not make that kind of time commitment, and that has been the reality of what we face.

TRUSTEE MORAN stated that she is fine with just leaving that terminology in here, and we can hash out the details of what the policy is or is not at a later date.

TRUSTEE FIMON stated that our language needs to speak to what we referenced earlier, that we can change it.

MR. HICKEY stated that that is all that is really in the charter. The proposed language is simply that the State policy applies absent a new policy by the Board.

CHAIR HALTERMAN moved on to Page 37, under duties and responsibilities, the Secretary of the Board.

TRUSTEE MORAN stated that as the current secretary, she supported this change.

CHAIR HALTERMAN stated that there was conversation about restoring this because this particular provision led to the tracking of the motions that had been lost. This led to a conversation between two trustees that actually led to the discovery of some missing tracked information. The recommendation was to restore this provision.

MR. HICKEY responded that he believed that is accurate.

CHAIR HALTERMAN asked if everyone was okay with leaving it out and continuing with staff recommendations. She noted that it is covered in another section that was just discussed. She

moved to Page 38, charter of the Executive committee, under authorities.

MR. HICKEY noted that the language is modified, and now reads, “The committee Chair will have direct access to the CEO, CFO, COO, CCO, TLO ED, legal counsel and staff, as well as advisers, consultants, and asset managers.” We have already dealt with the issue of the staff, so it would remain whether or not that would be the chair, and this would not just go to the Executive Committee. This is a change made throughout each of the committee charters, so it would apply whether the Board wants those Chairs to have the same access to advisers, consultants, and asset managers.

CHAIR HALTERMAN noted that the distinction on this one is it is the Executive Committee, and we have the asset managers. We are just talking about removing staff and we would coordinate through those parties. She asked Mr. Hickey if that would be a consistent language change,

MR. HICKEY replied that removal of staff would be consistent, and that same change would be made in every charter for each committee. He continued, that will come out based on the consensus that we have had, and the issue then becomes if the Board wants to keep the language in about access for the committee chairs to legal counsel, asset managers, advisers, et cetera.

CEO WILLIAMS stated that the proposed language to the far right just adds that we have talked about this in other work sessions about coordinating that with the Trust Land Office executive director and/or the CEO. It is important for trustees to make sure that they have all the awareness of what is going on operationally if they want to reach out to whoever the entity is. It will also help to bring trustees up to speed, and will mitigate any confusion. That does not mean that direct communication can happen in specific circumstances. He felt strongly that there has to be some coordination with the CEO and/or the TLO ED, depending on the issue.

MR. HICKEY asked if he meant that if a trustee is going to contact one of these individuals, they have to go through the CEO or the TLO ED, or to just notify that they are going to make that contact and have a discussion.

CEO WILLIAMS replied that the intent is just the understanding and coordination of what is the content of the conversation; so it is an awareness. With that awareness, the staff can say, “Here is some background for you to have as you are reaching out to consultant X,” and that trustee would reach out to the appropriate staff.

MR. HICKEY stated first, before they make the contact, rather than trustee contacting the adviser, the consultant, and just letting the CEO or the TLO ED know that that contact was made. He wanted to make sure everybody understands the differences there.

MR. WILLIAMS responded that was correct.

TRUSTEE FISHER stated that he would be opposed to requiring the trustees to coordinate their communication with the executive staff. He continued that we live in a much more flattened world with regard to structures of organizations, and it is an important piece of respect to make sure that people are cc'd or realize there is some communication that is going to go on. But requiring a coordination to happen through either the CEO or the ED of the TLO is really cumbersome; particularly for committee chairs who are working directly with executive staff

who are part of those committees. Awareness should be made, and that is the responsibility of us as trustees to do that, where appropriate. But to require a coordination is just really too cumbersome in today's world.

TRUSTEE BOYLES asked if this meant every committee would have the same thing repeated.

MR. HICKEY answered that it is applicable to every committee, and this is a change that would go throughout each charter.

CHAIR HALTERMAN weighed in that for the Executive Committee to be required to coordinate with the CEO and executive director will limit their ability to potentially deal with any issues that might come up if they have retained senior leadership. That would be the only concern she had about forcing a coordination. If there is an issue that needs to be dealt with, the Board has a fiduciary obligation; and to place an artificial barrier on the Board may limit their ability to resolve an issue.

TRUSTEE BOYLES stated that sometimes we are going to make policy changes because of one issue that may have occurred, but she does not think that if she were the CEO of the Trust or the executive director of the TLO, that she would want to deal with every committee chair requiring her to have many conversations about an issue that could or could not involve the CEO or the executive director. We should have respect for the CEO, and if it is a problem, we solve the problem. She continued that we should not change the policy to solve the behavior of an executive director that does not communicate well with the chair or the Board, and we need to look at why we are doing it. All committee chairs have the right to go to the CEO, chief financial officer.

CHAIR HALTERMAN responded that if we look back at the original language, there were some exceptions carved out, and this just expands those, which she thought is important as we think about the fact that we just changed the structure of the TLO, as well. Thought really needs to be given to if we really want to create an additional level. She stated that she rarely will have a conversation with anyone without cc'ing our CEO, and there is really no reason to keep our CEO out of the loop. But if there comes a time where it needs to happen, she did not think the Board should hinder itself from being able to resolve an issue. She stated that she will not be the chair forever, and is thinking about in perpetuity.

TRUSTEE BOYLES stated that this includes asset managers, advisers, and consultants who are contractual. Maybe in some cases there is not a document, but there is an implied contract. She did not think it is appropriate for any one of seven board members to say, "Jusdi, I am sorry, I forgot to tell you, but I want to go talk to that guy cutting trees on Prince of Wales Island"; and that is what this says. She stated that she will fight that all the way through.

CHAIR HALTERMAN stated that she did not think that is what it says. It refers to any advisers that we employ; and it is the Board that employs the advisers.

TRUSTEE FISHER stated that he wanted clarification. He thought that there was agreement on the word "staff," and that we are making that adjustment already based on our previous discussion. He continued that this is about talking to executive levels, senior people that are consultants or advisers that are outside of the organization.

MR. HICKEY added that the original language spoke in terms of having the committee having direct access, and he looked at this as a restriction on that going to just the chair. Theoretically, if the committee had seven members, any one of those members would have direct access under the existing language to the CEO, CFO, legal counsel, and this restricted that to make it more centralized to just the committee chair, and then we added in the COO, CCO, and TLO ED, and limiting it to the committee chair. The issue that he thought that the Board of Trustees resolved is that comfort level of the addition of those other positions, and how to coordinate that communication. He asked, is it done ahead of time by talking with those individual positions before making the contact, or is it just keeping those positions in the loop.

CHAIR HALTERMAN called a break.

(Break.)

CHAIR HALTERMAN called the meeting back to order, and stated that they are at the top of Page 38, authorities, No. 5.

MR. HICKEY stated that it sounds like we have a difference of opinion on this. He thought that this issue goes to personnel issues, and this might be a good topic to table. His recommendation was to save it for the Executive Session at the end where there will be some other legal and/or personnel issues to talk about.

CHAIR HALTERMAN asked trustees if there was any objection to tabling this item. Seeing none, she moved to governance, 12(a) at the bottom of Page 38.

MR. HICKEY stated there was a revision to the language that he thought there was apparent agreement on, but it is listed as parking-lotted. Language was added that we would review, recommend amendments, and implement changes to AMHTA's bylaws and charters. Then there is a change in proposed language to conduct the governance review of AMHTA's bylaws and charters once every three years and to recommend any amendments to the Board for approval.

CHAIR HALTERMAN stated that if she remembered correctly, we did have a conversation about the Executive Committee taking the lead on this and then bringing recommendations back to the Board for approval. One thought that they landed closer to is the staff-recommended language in the last discussion.

MR. HICKEY stated that the Executive Committee does not have the ability to amend. The Full Board must meet at a Full Board meeting to change the charters or the bylaws. If there is concurrence on to conduct the governance review of AMHTA's bylaws and charters once every three years and to recommend any amendment to the Board for approval, legally, there is no problem with that particular language.

CHAIR HALTERMAN asked Mr. Hickey if the three-year obligation was already stricken.

MR. HICKEY stated that he would not put in a recommended number of years requiring the Board to take actions, because this is something that the Board be reviewing on an ongoing basis.

CHAIR HALTERMAN recommended to strike the "once every three years" and replace it with "as needed," and then recommend the amendments to the Board for approval.

MR. HICKEY responded that if the language is stricken, it would then read, “conduct the governance review of AMHTA's bylaws and charters and recommend any amendments to the Board for approval.”

CHAIR HALTERMAN asked if there was any objection to the language. Hearing none, she moved to the next charter.

MR. HICKEY stated that in 3(g), the language was revised to provide the committee's written input and feedback to the CEO in support of the annual performance evaluation of the CFO. Language was added to say that the committee chair of the Finance Committee may attend and participate in the annual evaluation meeting between the CEO and CFO. The staff comment on that indicates that that could stifle positive or negative feedback and put the employee in a difficult position if a trustee was involved within that process.

CHAIR HALTERMAN asked if this item should be parking-lotted.

TRUSTEE MORRIS stated that he thought that it can be discussed.

MS. FARLEY stated that would create an interesting and odd dynamic to have her boss in that evaluation, her boss' boss in that evaluation, and she was not sure that created a good environment for an annual review. She feels that soliciting written input from the chairs of the two committees would be sufficient, and having an open communication with the chairs would also be sufficient. She asked Mr. Hickey at what point does the involvement in annual evaluations approach management of an organization.

MR. HICKEY replied that he thought that the trustees should get their comments out before any questions go to counsel. The hesitation is that his role is as a legal adviser to the Board; not to staff. He wanted to make sure that that line is understood, and that his advice goes to the Board. To the extent the Board wants him to answer that question, he is happy to, but the Board would have to actually request that.

CHAIR HALTERMAN pointed out the proposed edits add the word "may." They do not have to, but there is an option. The trustees could, she supposes, force their way in without this language if they felt it necessary to participate in that process, but this just solidifies some latitude. It does not mean it is going to happen. But if either the Finance Chair or Audit & Risk Chair saw the need to, they could exercise that right.

TRUSTEE MORAN stated that the problem that was addressed here is the lack of feedback that came out of the last evaluation, which has been resolved by having a grievance procedure. If there is something that needs to happen, we now have resolved that issue. One of the issues of the board chairs participating physically within the evaluation is that board chairs change every year. There could be an employee that is getting drifted all over the place just because of different expectations. The one commonality here is the CEO who can act as a filter for whoever the chair is that comes through. Board chairs have the ability to contact the executive officer. If we think there is some disconnect there, we still have that happening, too. Performance evaluations are a personal thing. She continued that we do not need to have the whole world in on them, as long as we have the confidence that they are being handled correctly and the employee has a feedback procedure if they do not feel that they have been treated fairly.

CHAIR HALTERMAN stated her agreement with Trustee Moran. If we address some issues through policy, this likely is unnecessary language.

TRUSTEE FISHER stated his problem with the effectiveness of annual reviews anyway. Reviews are uncomfortable situations, no matter how good they are. His thought is that more people is more uncomfortable rather than just one on one. The language says "may," but it may be interpreted by trustees to say that "I get to go in, and I want to be there every single time," and that is unnecessary. The Board has direct communication between an executive and a trustee, a chair already in place, and if there are any issues that they want to address, they can address it outside of an evaluation program.

TRUSTEE FIMON stated his thoughts that it might not be a bad idea to have the CEO, the Chair of Finance, the Chair of Audit, and the CFO to just have a meeting where they talk about some issues, and solve an issue or two. He was just looking at this like running a business that could happen a couple of times a year. Just the idea of having language in there and the word "may" means that whoever might be in my chairman's position at any time could just show up at the evaluation, and he was pretty strongly against that. He does not want to be restricted from having a good conversation, which does not need to be part of the charter.

CHAIR HALTERMAN asked for any objections to removing the language "the committee Chair may attend and participate in the annual evaluation meeting between the CEO and the CFO." Bearing in mind that we are going to have some policy work that will address some of these issues that prompted the addition of that language.

MR. HICKEY noted that it is not just communication from trustees down; it is employees up, too, which will be addressed in the personnel policy.

CHAIR HALTERMAN stated that language will be stricken, and we will move on to authorities on Page 39.

MR. HICKEY stated that this was tabled for the Executive Session, per our prior discussion.

CHAIR HALTERMAN stated that this one is tabled and moved on to Page 40, operating procedures, No. 6. This is more of the conversation about committee structures.

MR. HICKEY stated that this change went to the discussion on recruitment/retention and how can the Board of Trustees, for lack of a better term, lighten the load, so to speak, of requiring all trustees' attendance at all committee meetings; whereas if you change the committee structure to something less than the committee of the whole, you can alleviate some of that workload and then have committee reports. Then there was a pretty good discussion of this at the prior meeting to change this from committee of the whole to something less than committee of the whole.

CHAIR HALTERMAN noted that we also had stricken the language that we have an appointed committee secretary, because we have a court reporter.

TRUSTEE MORAN asked if we can just deal with this by saying "up to a committee of the whole," and then depending on the environment you are operating in you might want to set it at

the beginning of the year.

MR. HICKEY stated that he was concerned about making sure you set it because of quorum issues. His recommendation was to set it in the charter itself rather than leaving it at the whim of the Board there, because it could lead to some legal issues.

TRUSTEE MORRIS stated that he is concerned about having a variable committee size because it could lead to an accusation of gaming the system or gaming a vote were you to change the size of the committee in order to get the results you wanted from any action.

CHAIR HALTERMAN noted that that was a great observation and then asked if we want to leave the structure of the Finance Committee as a committee of the whole.

TRUSTEE MORRIS replied that he did not know if we are postponing the committee of the whole conversation, but he sees no purpose in having a committee of the whole,. You have a committee; you have a whole board.

CHAIR HALTERMAN stated that the Finance Committee will be raising any recommendations to the Full Board for the Full Board to consider. We could streamline functions by maintaining a much smaller structure so that trustees are not sitting through two days of meetings. That is where we are on the conversation: what is the appropriate committee size that is needed to land on for this particular committee.

TRUSTEE MORRIS stated that, given the overall environment of our charters and the role the committees take and where all major decisions still run through the Board as a whole, the committees really perform the function of a work group, and he thought that three is a very reasonable number of people to streamline that and hopefully allow a significant reduction in the number of committee meetings for all members.

CHAIR HALTERMAN asked if anyone is opposed moving to the structure of the Finance Committee being a committee of three. The only caveat is that obviously when we go back to the parking-lotted item with the Chair serving as a voting or nonvoting member, we will have to consider that when we think about the fact that we just landed on a committee of three. That would make the decision a little bit easier to make it say that the Chair would be a nonvoting member. That would solidify the decision for that particular provision if we went with the committee of three. She stated that she was leaning in that direction, probably, for other committees, as well, or maybe a committee of five. Keeping that an odd number is going to be important for the final vote.

TRUSTEE FIMON stated that Trustee Morris brought up an earlier question, which we were going to address in the very next thing there, maybe under financial management. He stated that he would like to discuss a little bit about what might fall under Finance Committee versus where it might be now, before he voted as to whether or not he wanted the Finance Committee to now be three people. If we start bringing more of that kind of conversation to the committee, he did not know how we avoid not basically duplicating all the efforts of somebody's investment policy and commercial real estate and all those things. He is nervous that that puts him in a position of being a rubber-stamper on something when he did not sit in on at the committee level. He wondered what is the Finance Committee really going to be covering if we were to make changes, before voting on three versus seven.



CHAIR HALTERMAN responded that she did not know right now the structure that we follow is the committee of the whole. Finance reviews something, makes recommendations. When we get to the Full Board, there is a memo that is developed that makes recommendations for the Full Board, and we do not spend much time discussing those issues because they have already been fleshed out pretty clearly with everybody already in the room. It may slow down the Board decisions to have to go back if trustees have questions that they were not in the room to hear, or the dialogue was not had. We may slow down the Board Meeting if there are outstanding questions with trustees that were not part of the process in the Finance Committee. She continued that right now what we are doing is when we get to the Full Board, we have already made these decisions and it is pretty much a yes each time it goes through the process. It is not going to change the fact that we are all going to get to weigh in on the issue. But Trustee Fimon is right, we may have more dialogue when we get to that Full Board conversation because four of the members potentially were not in the room.

TRUSTEE FISHER stated that he suspected that reducing the size of the committees is going to lengthen the Board meetings because there is going to be more discussion. With regard to anybody's concern about rubber-stamping in a Board meeting because they did not have enough time to discuss things that they wanted, this does not prohibit any trustee from attending a committee meeting if we see issues like numbers that we want to understand better. We can attend those committee meetings and get the information that we need at that time. We can choose to be there rather than be required to be there.

MR. HICKEY replied that that is accurate.

TRUSTEE MORRIS stated that the committee is not to decide affirmatively on action. The committee requires the Full Board's approval to take any actions. The committee simply can only prevent action being taken by not passing it on to the Full Board. By having a very small committee, you only have to convince two people to have the action pass through Full Board review. That seems to be a very elegant solution to reduce the number of meetings, where any matter that meets the very minimal threshold of convincing two board members to pass it on for further review will be passed on to full review by the Board. He expected the Board meetings themselves will take longer for discussion on the numbers, but, hopefully, that will be outweighed by having fewer meetings in total.

TRUSTEE MORAN stated that the other reason she liked having the additional conversation during the regular Board meeting is she believes that more people are paying attention.

CHAIR HALTERMAN noted that that is a great point. Unfortunately, we have more participation at Full Board Meetings than we typically do in our committee meetings. We have a lot more participants from our partner agencies; our advisory boards are typically more engaged with the Full Board, as opposed to our committees. Having more dialogue in the Board Meetings over motions that advance probably is warranted for the public's transparency purposes.

MR. HICKEY stated that if the consensus is on Finance to do it as a committee of three, that trustees should go along and talk about the other committees, as well. Finance is probably one of the more important committees as a result of the fiduciary obligation. He asked if three members is the trustees' will for Finance, is three members is the trustees' will for all the other committees,

as well.

MS. BALDWIN-JOHNSON added, with the exception that we need to look closely at the Program & Planning Committee charter, because there is authority of the Program & Planning Committee to approve up to a certain amount.

MR. HICKEY replied that we will address that during the ability to delegate, which, based on some research that we have done, is an issue for us.

CHAIR HALTERMAN stated that we do need to keep that in mind as we go through these changes. She asked if trustees were in agreement that for each committee we will land with a committee of three. She asked if the committee chairs will determine the committee members.

MR. HICKEY responded that trustees are going to have to address the process in the charter. He asked if committees will be three, will the Chair of the Board set up the committees. He asked if it is something that will be done by consensus when doing the organizational meeting of setting up who the chairs are going to be, who the committees are going to be.

CHAIR HALTERMAN replied that right now it is the Chair's role to choose committee chairs.

MR. HICKEY noted that only the committee chairs, though, because it is a committee of the whole, everybody is participating. The issue becomes if trustees are going to do a committee of three, how to assign committee assignments at that point.

CHAIR HALTERMAN stated that her personal preference would be that it would be the responsibility of the committee chair to establish the structure of the committees.

MR. HICKEY noted that might lead to certain members not being participants in committees. It seems that when trustees are organizing the committees, maybe when electing officers, there is a discussion of who wants to serve on which committee.

CHAIR HALTERMAN stated that from a practicality standpoint, with Finance, there is some overlap between Resource, and the Resource Committee chair should be a part of the Finance Committee and Audit & Risk.

TRUSTEE FIMON noted that then we are going to be at every meeting.

MR. HICKEY stated that he thought that trustees would want some flexibility when deciding on who is going to be on what committee. The Board as a whole can decide where the committee assignments go. Trustees can do it by vote. We can add a provision to the charter of the Trust or an amendment to the charter of the chair of the Trust to identify where we do committee chair assignments, and then we can put in a provision that discusses how committee assignments are then made.

CHAIR HALTERMAN recommended that if we do that, that we consider input from each of those committee chairs as we go through the process. She wants to think it through carefully before making those decisions, if it is the chair's assignment.

TRUSTEE MORAN added, if trustees have a structure where the Board Chair picks the

committee chair and then picks the two people that are on the committee with the chair, the Board Chair determines everything, and that is too much power in one position.

CHAIR HALTERMAN replied that that is why the decision should not be made lightly; it should be done in concert with the committee chairs, and should be a joint decision.

TRUSTEE MORRIS felt that this is a broader discussion, and it may be something we add to the charter formally, but we should take a stab at working it out through consensus. What we come through in that consensus, we formalize in the charter at that time.

MR. HICKEY stated that perhaps he can just draft some language of how to go about doing it, and to the extent trustees are in agreement and need to discuss it at the time the final charter is adopted, changes can be made at that point.

CHAIR HALTERMAN asked Mr. Hickey to provide some options, as well.

TRUSTEE FIMON stated that whenever it comes time to make the vote or to make the decision or however we are going to go forward as far as picking the size of our committees, we have already now listened to some input that maybe Program & Planning might have reasons to have more than three. He stated that he wants to know a little bit more before actually voting on three or seven.

TLO ED WARNER reminded trustees that for the Resource Management Committee chair, there is delegated authority to the committee to approve leases, random activities up to a certain level. She asked trustees to keep that in mind going forward.

MR. HICKEY asked trustees if they want to talk about delegation now, if that will enhance the process here. He thought it would remove some obstacles. He continued that we did look at the issue of delegation of authority, and it was more in line with the grant process rather than what Ms. Warner has just raised with respect to TLO leases and whatnot. The ultimate conclusion that Law has reached is that there is no authority to delegate grant authority to the CEO or others. He stated that he thought that it is going to apply equally, although he did look at it with respect to TLO, and there are a bunch of reasons for it: No. 1, in order to delegate under Alaska Law, you need express statutory authority, and we do not have that in the Trust statute. For instance, if the Trust statute said the Board of Trustees may delegate authority to the CEO, then so be it, you would have that power; but the statute does not provide that. Second, you can get an implied authority to delegate if you have broad regulatory authority. If you had regulations that permitted you to do so, you might be able to make an argument that there was implied authority. The Trust regulation authority is pretty limited. It specifically identifies what you are to regulate. It says: the Trust shall adopt regulations to do X, to do Y. It does not specifically say to delegate authority or the like. The third issue is your delegation now under your existing charter actually violates your regulations. When you look at your regulations, even for small grants, the regulations require the staff to review the application and then make recommendations to the Board for approval, and you are currently not following that process.

TRUSTEE MORRIS asked if the prohibition on delegation includes committees.

MR. HICKEY answered that it would, and that would be a fourth reason. The statute also states that trustees cannot issue proxies. If the power is the power of the Board, the Board as a whole

needs to approve those things. If you get a committee of three and we said we are going to delegate them approval authority, by implication, the Full Board has given proxy to three members to make those decisions, and that would violate the statute, as well.

CHAIR HALTERMAN stated that one saving grace we have is that we have been operating under a committee of the whole. Inadvertently, we had a rule that was not quite the way it should have been, but, by default, generally most of our work has been done with every trustee in the room; the exception being the grants that are delegated to staff.

TRUSTEE MORRIS stated that moving forward, it would appear that this is another strong advocacy for small committees of three, because, again, even in the specific historical case of the Program & Planning Committee or the Resource Management Committee, since we can no longer in good faith do that, they simply become work groups that pass along ideas and filter out ideas that do not meet the minimal standard of approval to trustees.

CHAIR HALTERMAN stated that that makes the decision about the committee size a little easier. She asked if there is any objection to landing on the committee of three for the Finance Committee and, as a general rule, for every other committee except for Program & Planning, which we will reserve for separate conversation, or if we need to land on three there since we just eliminated this issue.

TRUSTEE MORAN replied that we can land on three there, because there is no delegation of authority.

CHAIR HALTERMAN asked if there was any objection to landing on the committee structure being a committee of three. She asked Mr. Hickey for a cleanup of the language about delegated authority throughout the document in order to comply.

MR. HICKEY stated that there will be changes to the language in the CEO charter, and that we will look at the Trust issue with Resource Management for the TLO, as well. He stated that he will clean that up and get drafts back out on those particular provisions.

TRUSTEE MORRIS stated that there is a little paragraph of unnumbered language at the bottom of the page below No. 6 on Page 40 in the charter making the duty of the committee to assist the Finance Committee into finding a CRE investment policy and procedure. He recommended adding similar language here, and to run that to any TLO activities that require a financial investment on the part of the Trust above some threshold. It is important that when we do those activities that they are more about money than they are about resources, and they need to be consistent with our Asset Management Policy rather than how we manage the land-use policy. As we evolve and become even more sophisticated, it is going to be hard to imagine all the different permutations of these activities. There is significant ambiguity in which committee is responsible for what activity. There is no overlap. All too often, neither committee takes care of it. He stated that he would like to have some clarity on Finance versus Resource Management, but his preference would be Finance for these types of activities.

MR. HICKEY stated that this is more a policy issue for the Board to discuss rather than a legal one: What areas do you want Finance to be identified as the lead on and seek input versus it being a Resource Management issue? He did not know if Trustee Morris had specific instances of how he wants that language to read.

TRUSTEE MORRIS deferred to Mr. Hickey, but something along the lines of: The Finance Committee, with the assistance of the Resource Management Committee, and others, shall define commercial real estate investment policy and procedure, as well as policies and procedures for any investments requiring a cumulative investment of Trust funds in excess of \$500,000.

MR. HICKEY noted that in 13, where we had it parking-lotted, it had a note that RMC or Finance would be responsible and that we would be changing the financial management. He asked Trustee Morris, rather than assisting the Resource Management Committee, if we would change that to the Resource Management Committee will assist Finance Committee.

TRUSTEE MORRIS replied yes.

TRUSTEE BOYLES asked if they know that that Resource Management component of the Trust is overwhelmingly more important than anything else that we do, because they are financially contributing big amounts in perpetuity for our beneficiaries. She thought that we need to have the staff weigh in on how that impacts them operationally if we have to have two committees and a committee of the whole. She continued that she is mostly concerned about confidentiality, because there are some things that should not be out there to the public on what we are doing when it comes to our resource management.

TRUSTEE MORRIS respectfully disagreed. He stated that the part that got his attention first is that the Land Office is somehow the most important thing that the Trust does and he, frankly, disagrees with that diametrically. He believes that the most important role of the trustees is to help guide grant-making and policy advocacy in a way that improves Alaskan beneficiaries, and the Trust Land Office is merely one of the means of which we have the assets to do so. He continued that we are not primarily a timber-cutting or subdivision-making place; we are an institution that is attempting to change people's lives. The Trust Land Office is the tail of the dog; it is not the dog. As far as workflow and policy, the bigger changes as to which committee is actually defined now is actually a streamlining of work. Having two committees overseeing something partially is double the work as one. Secondly, the bigger changes in workflow are going to come from our newly discovered prohibitions on delegation authority for grant-making or investments of the Trust Land Office activities, which are unrelated to which committee is involved in the oversight.

TRUSTEE BOYLES asked if we have the opportunity for Administration to weigh in before making any changes on this.

MS. FARLEY asked if there is a request to use a million dollars in the Trust funds, would that approval come up through Finance or Resource.

TRUSTEE MORRIS answered that the intention of his commentary was to clarify that because that is ambiguously defined currently with the recommendation that it come through Finance, because Finance has the wealth of information at its disposal to know what is the best use of a million dollars. The committee in the middle between Resource Management and Program & Planning is Finance. The committee that is the custodian of the Asset Management Policy is also Finance. He continued that it makes the most sense for the Finance Committee to make that decision or to pass that decision on to the Full Board for approval or not.

TRUSTEE BOYLES stated that this is a broad subject, and we do not have the privilege of looking back at the arrangement between TLO and the Mental Health Trust Administration. She continued that we get a lot of money from the TLO in order to distribute grants and run the organization. She stated that she would be curious to see the historical perspective as part of the Trust: What were the priorities when we were issued permission to become a Trust? We were given a lot of property to manage in perpetuity to make money. We also were given cash, which we have done a tremendous job increasing that revenue from \$300,000 to almost a billion now. Is one more important than the other? How do they interact? She stated that if we are taking the risk as the TLO to spend a million dollars to make 100 million and we just lost a million, then do we get the credit? Is anybody getting credit for doing the wonderful work that we are doing? She does not know how they actually come together. Hopefully, we can have that discussion with that information in front of us.

TLO ED WARNER explained that there is a lot of autonomy to the executive director through the statute and the regulatory framework for the Trust Land Office. Something to consider is that having a Finance Committee drive and dictate and potentially recommend resource decisions is concerning to her as the executive director. There are a lot of implications to the role of the executive director that should not be moved to the Finance Committee. Those considerations are important, and she stated that she can elaborate further, but was not sure if this is the time, and is actually not 100 percent prepared to give trustees all of her points on this.

TRUSTEE MORRIS stated that he pulled up the financial management report from 2021. For that year, the Trust Land Office income receipts were \$4 million; investment activity income was 38 million. That has been the consistent pattern that the Trust Land Office generates about 10 percent of the income that is used for grant-making.

TRUSTEE BOYLES stated that when the Trust was formed, there were two separate divisions. Land and the Trust management, and there is a DNR contract that manages our land. She asked Mr. Hickey about the rules of that. She asked what kind of flexibility do we have as the Trust in our fiduciary responsibility to work with lands, and if that role is the same as it is with the Mental Health Trust, or are they different.

MR. HICKEY answered that this is one of the motions that was passed at one of the meetings that we are still looking at: What the relationship is between TLO and the Trust Administrative offices, and how those two interact. He stated that the Trust owns all the assets, and the TLO is the manager of how those noncash assets are managed and how they operate. He continued that when we are looking at charters, we are talking about policy issues that affect investment, sale, things along those lines that ultimately the Trust has to approve; not the actual day-to-day of what the TLO does. Those issues still come to the Board. The TLO is not making those decisions without Board approval. He continued that the issue is still being looked at. His understanding is that it is more of an issue of should it be Resource Management or Finance with respect to the roles and obligations of the two separate committees. Right now, he is just looking for clarification of what is Finance or what should it be versus what is Resource Management and what should that be. If it is an investment issue, that might be a Finance issue. If it is, should we sell the timber. That might be a Resource Management issue.

TRUSTEE MORRIS stated that the way he distinguishes it is whether or not the Trust has to send money to the Trust Land Office to initiate the activity. Do we need to spend a million dollars to do carbon credits? When we have to make those decisions, we are making an

investment, that is Finance. If we have the existing asset, then Finance should stay out of it.

TLO ED WARNER stated that this is already delineated by the way the Board does business. If we come to you through the Resource Management Committee and say that we have a mining mineral lease that we are going to execute and we are going to make a million dollars off of that, we look for the consultation from the AMHTA. If we come to you to say we need \$10 million for Icy Cape, that is an approval from the Board. So regardless, the Board decides what committee that is in. But that does not change what the requirements are by law for the Land Office to do. It just gets back to the issue trustees are were wrestling with: Is it committees of a whole or not?

MR. HICKEY stated that the issue is if you are now not doing committees of the whole, all Trustee Morris is saying is, all right, what is Finance going to be responsible for, because it is only three members, versus what is RMC responsible for. We have delineated that now because we did not have a committee of the whole. Before it did not really matter because everybody sat on the RMC. But now, because you are reducing the size of those committees, TLO, if they need a million dollars for a mining operation coming from the Trust, the direction would then be to send that to the Finance Committee now, and the Finance Committee then is making a recommendation, versus if you want timber, 500,000 acres, that is going to go to RMC now, and RMC will make the recommendation to the Full Board. It is just a delineation of what goes where is really what these charters are going to define.

CHAIR HALTERMAN asked Mr. Hickey to clarify for us where the Trust Land Office currently has autonomy versus where we have some room. If we assign tenant improvements, program investments as part of a Finance assignment and the rest of it falls under Resources, it makes sense because there is autonomy under State statute for the Trust Land Office. The TLO comes to us and they apprise us of what they are getting ready to do, but they have the ability to go forth and do what they need to do. It is more of a consultation than it is seeking our approval. But when we get into tenant improvements and program investments, that is where we have a potential to get into some financial decision-making, and those, just as a general rule, regardless of the dollar amount, should be diverted to the Finance Committee, which she stated as her preference.

TRUSTEE FISHER stated that he was the Finance Committee chair when we first started talking about CRE, and John Sturgeon, who was chair of the Resource Management Committee, and we talked about how we could move forward. He felt that there was only a need for one of us to be involved in developing the process for the sale of CRE, and he was comfortable with me doing that. That is why I took that on as the Finance chair. But as he was involved as just a trustee with regard to CRE previous to that, he has looked at things a little bit differently. He stated that he understands Trustee Morris' perspective that if there is a need for money, the Finance Committee ought to be the ones that make the recommendation to the Board. That is what we are talking about, because nobody can make any decisions the way we are setting this up. It is really who is going to make the recommendation to the Board that we should move forward on a particular Resource Management project by putting any type of Resource Management projects under anything other than Resource Management, we just create another step before it actually comes to the Board. We just created more work for the other committee when the exact same kind of discussion should be happening in the Resource Management Committee as would happen in the Finance Committee before recommendation is being made to the Board to make the actual decision. He stated that, sure the Finance Committee does make investment decisions,

with the cash that is outside of the Permanent Fund. But, mostly, what they are doing is just making sure the financials are clear enough for the rest of the Board of Trustees to be able to understand what we are making decisions on. With regard to the Resource Management, those are business decisions about using the resources to create revenue that then comes to the Trust who gives out grants. If we move resource management recommendations from the Resource Management Committee over to the Finance Committee, we are creating a bigger group of people that are reviewing the potential resource investment; but we are not going to do anything different with regard to what should be done anyway before it gets recommended to the Full Board to make the financial investment decision. He stated his inclination to just have the Resource Management folks do everything they are supposed to do and have been doing in bringing forth all the financial information for business decision-making, making that decision, and moving it up to the Full Board rather than creating the additional step of re-presenting the information to the Finance Committee for that recommendation to come to the Board. We would be creating extra work for the Resource Management Committee by requiring that information go to Finance.

TRUSTEE BOYLES added that she was always under the assumption that there was autonomy to a lot of what TLO did, and that was reinforced periodically by comments that we would get that we are flexible. We have got trees to cut, and we can cut them. We do not have to act like DNR and go through a whole process to cut them. The autonomy, the flexibility, and relying on the natural resource development skill, which she believes our TLO operates as a high level. If combining it with Finance is a rubber stamp, again, it is work, but she does not want to ever do anything that erodes the autonomy and flexibility of the TLO.

CHAIR HALTERMAN asked Mr. Hickey about program improvements and whether or not they fall under the statutory provision for autonomy.

MR. HICKEY stated that it is an issue still being analyzed and he was not prepared to go down that road. But if we are talking about strictly management of the resources, that is where the TLO and autonomy is. What Trustee Morris is referring to is when there is a request for funds from the Trust to do something with purchasing commercial real estate, studying of a potential of a mining operation, whatever, that ought to be the Finance Committee, not Resource Management. He continued that Trustee Fisher raises a valid point; it could be a combination of the two. No. 1, from a Resource Management issue, is a project good for the Trust to undertake? Well, Resource Management is going to have a much better handle on that than the Finance Committee would. It might be creating another hoop there for everybody to jump through. Or perhaps the Board of Trustees wants to just leave that to Resource Management because it is a Resource Management issue at its heart.

CHAIR HALTERMAN stated that we need to answer a little bit more the question about where the autonomy falls. Her understanding is that once we moved into this commercial real estate portfolio, we exposed ourselves to potential new risks, and we have to ask more financial questions about some of the decisions that we are making.

MR. HICKEY stated that any investment is going to involve evaluation of risk, and it might be a good finance issue if you are talking about commercial real estate. RMC may not have the necessary expertise to go into that, because they are resources, not commercial real estate. If trustees are spending Trust money that the TLO needs, that is still going to require approval from the Board of Trustees to have that money given to them to do what they need to do, and that is



the only issue we are talking about here. The rest of it on autonomy and everything else is a totally separate issue, and we are just talking about policy here.

TRUSTEE BOYLES stated that this is a business, and she thinks business more than she thinks grants. In front of us right now is the sale of commercial real estate. Who do you think took the political heat for that? We are selling because we are tired of worrying about it. But, ultimately, it was managed by the TLO. There is going to be an amount of finance contribution to the Trust, and we are writing policies right now on how to handle that money. She stated that if she was the TLO, she would be saying, "Do not forget, I want to take a portion of this and go over here and make some more money." Yet we have got to depend on the business acumen of the Finance Committee to make that decision, as well as natural resources. She thought that the policy works great now. How can we possibly do it until we dive into it and say this is what we should be doing, this is what would happen if TLO went to DNR? She felt that she needed a bigger picture before dictating a policy on autonomy or anything else. Hopefully, that will come back to us, which means if we have got something on the table relative to this, we need to table it.

TRUSTEE MORRIS stated that he felt that we must have clarity on the issue of one committee or the other. He continued that the Land Office generates about 10 percent of the spendable money that we have for making grants. He felt that our beneficiaries would be significantly better served if we spent a lot more time talking about them than where we are getting 10 percent of our money.

TRUSTEE FIMON asked Ms. Warner if the TLO has the autonomy to bring an option and take it forward without trustee approval of any kind. He asked if she could go to the DNR Commissioner and tell him that you are going to do such and such without trustee approval.

MS. WARNER replied that she does not have to tell the DNR Commissioner, and she does not need trustee approval. However, the DNR Commissioner and the Board of Trustees hire and fire her decisions, and there are checks and balances there to keep her in line. That is the short answer. The little bit longer answer is to consider from your perspective that you do not necessarily want investment driving land management decisions because you will get into a place when bodies change out of these positions that will not seek that consultation, they will go and do things where there will not be communication, and what she is hearing for the last year is that trustees want more communication. She would not like to see something that could potentially harm that communication either. The autonomy of the executive director is that that position can make any land management decision, it can consult with trustees, and trustees can say we do not really like that, and she could still make that decision anyway.

TRUSTEE FIMON asked, with the exception of whether or not you needed funds.

MS. WARNER answered if she needed funds, and yes, that is the line, which gets to exactly what Trustee Fisher was saying.

TRUSTEE FIMON stated that it gets to Trustee Fisher's point, but in some ways we are neglecting that it is also getting to Trustee Morris' point.

MS. WARNER stated, yes, there has to be approval by the Board of Trustees.

TRUSTEE FIMON stated that he believes that is where part of the proposal comes from. He does not think Trustee Morris or any of us actually are all hung up about getting into those autonomy decisions, because we do not have anything to say about it until somebody wants \$3 million to put together a subdivision.

TRUSTEE MORRIS stated, exactly. Because he personally has minimal interest in TLO operations that he does what is required as a trustee, and that is it. But as the Finance chair, there are alternate uses of the money. That is what Finance is supposed to do: Do we invest it in something that has to do with houses or trees, or do we invest it in beneficiaries? He continued that there has got to be a nexus, and there needs to be clarity. We are in the business of writing charters and policy, so make it so that if we do not have a real easygoing Trustee Sturgeon to talk to that it still works. We need clarity going forward. We need to have somebody that does the work of recommending to the Full Board for action on which of our many multitudes of possible investments should we make at a given time. He does not see that it increases work at all. For him, it is a relatively minor matter of just clarifying something that is ambiguous and opaque in the current charters.

CHAIR HALTERMAN called a lunch break.

(Lunch break.)

CHAIR HALTERMAN called the meeting back to order, and stated that we are finishing up the conversation at the bottom of Page 40 of our spreadsheet under financial management, No. 13. She asked Mr. Hickey where he was on it.

MR. HICKEY replied that he would propose language to modify that particular provision for the trustees to review as part of the final adoption, and then if further discussion was needed at that time to clarify, the Board of Trustees could do so at that time.

CHAIR HALTERMAN moved to Page 41 at the top of the page under role, 3(g).

MR. HICKEY stated that this one has already been resolved; the language in the other charters has been stricken.

CHAIR HALTERMAN continued to authorities, No. 5.

MR. HICKEY stated that that was tabled for the Executive Session.

CHAIR HALTERMAN moved to the bottom of the Page 42, operating procedures, No. 6.

MR. HICKEY stated that this has been resolved as a committee of three, and the language concerning the secretary appointment has been stricken.

TRUSTEE MORRIS stated that there is further conversation required because of the language: Three board members appointed by the Board Chair.

MR. HICKEY replied, that what was agreed to is that the language would read that the committee would be three board members, and that he would prepare options for the trustees to look at as to how the other two members were appointed.

CHAIR HALTERMAN continued to Page 43 at the top under role, 3(e).

MR. HICKEY stated that one was resolved already, as well, and the next one is 5, which is, again, tabled.

CHAIR HALTERMAN stated that that one is tabled for the Executive Session, and we can move on to Page 44, operating procedures, No. 6.

MR. HICKEY noted that this is for the Resource Management Committee, an issue going to the Board committee makeup that has been resolved with what has just been put on the record. He continued that the next one is under real estate investments, and this issue is resolved with the additional language that we will prepare concerning the interplay between the Finance Committee and the Resource Management Committee. He stated that the next one, under (b), again, monitor commercial real estate, and that is an issue that has been resolved with new language concerning Finance Committee versus Resource Management Committee interplay.

CHAIR HALTERMAN moved to Page 45, financial, 17(b).

MR. HICKEY noted that this looks like staff concurred. It does go to delegation and committee size now, so we have to look at that.

CHAIR HALTERMAN moved to Page 46, Program & Planning Committee under roles, 3(i).

MR. HICKEY stated that that issue has been resolved, and 5 is the item that was tabled for Executive Session under authorities.

CHAIR HALTERMAN moved to Page 47.

MR. HICKEY stated that No. 6, likewise, has been resolved by moving the committee to three members with language on the appointment process for the committee members.

CHAIR HALTERMAN stated that Page 48 is the charter of the chief executive officer. We are looking at No. 5 and then No. 6.

MR. HICKEY stated that this was resolved because of the report that the staff is currently preparing with respect to motions and whatnot. It does not address the issue of reports that the Trust receives. Trustee Fisher discussed the issue of the staff tracking motions and the tasks assigned, and this goes to reports received, as well, by the CEO or others within the TAO and TLO and whether or not those reports should be forwarded to the trustees.

TRUSTEE BOYLES asked if the staff-recommended final would be appropriate there.

TRUSTEE MORAN stated that she is good with that.

TRUSTEE MORRIS concurred.

TLO ED WARNER stated that it says CEO from the TLO, and trustees also have on the table the TLO executive director charter which goes straight to the Board, so that may need to be

amended.

MR. HICKEY stated that we are not getting to the ED TLO charter today.

CHAIR HALTERMAN stated that we might be able to discuss some of it in Executive Session, but that will not be finalized today.

MR. HICKEY stated, in the CEO charter, in Section 6, this issue is resolved based on the prior discussion in Trustee Fisher's comments.

CHAIR HALTERMAN asked if there were any comments or concerns. Hearing none, she asked Mr. Hickey to continue.

MR. HICKEY stated that under authorities of the CEO charter, Section 5, we added in a provision that says the CEO is required to report to the Board at each of four regularly scheduled meetings per year and any special meetings. Staff had indicated a comment that special meetings are typically for narrow purposes and there should not be a need for a CEO report at each and every one of those meetings. The language was modified by eliminating that proposed change.

CHAIR HALTERMAN asked for any objection to eliminating that. Hearing none, she stated that can be removed.

MR. HICKEY stated that still under authorities in Section 7 is that the delegation of authority to the CEO was reduced from the current version of 100,000 to \$25,000, and there was an additional change made at the end of that section with added information that the CEO shall provide the board members with at least 30 days' advanced written notice of any grant the CEO intends to award. The notice shall include the name of the grantee, the amount of the grant award, the purpose of the grant.

TRUSTEE MORRIS asked if we should not strike all this given the delegation.

MR. HICKEY noted that that is his recommendation. Again, the Board would need to provide consensus on that.

CHAIR HALTERMAN stated that the recommendation being that we strike it. She asked for any objection to striking the language.

TRUSTEE BOYLES stated that she did not have an objection to striking the language, but believed that trustees need to have some discussion around the process.

CHAIR HALTERMAN stated that it looks like there are no objections, but we will need to have some conversation about what that looks like.

MR. HICKEY moved to the charter of the chief executive officer, No. 12, which is an item where the language was added that the CEO will actively consult with the Board to receive their consent on the employment or termination of the following key roles: COO, ED of the TLO, and CFO. He continued that the CEO shall provide the Board with all terms and conditions of employment offers for the above-listed positions as part of the consultation. The staff had indicated that the CEO is hired by the Board and responsible for the day-to-day and has a trustee-

approved agency budget that they must operate within, and that this change will shift the role and the work of the Board from a governance to an operational level. He continued that under the current charter, the CEO consults with the Board on the process and selection of these positions and all Trust employees of the State of Alaska, so, terms and conditions are largely standard. Staff recommends removing the added language.

TRUSTEE BOYLES added that the staff-recommended final is appropriate there because when you come to a public entity like the Trust Board and you have public meetings going into an Executive Session, you still have financial information on contract offers, acceptance, all of that, which gets down into minutia. She stated that if she were the applicant, she may not want seven or eight people that she does not know knowing and evaluating. She would like to keep it at a little bit higher level on the CEO, ED of the TLO, and chief financial officer, as the staff has recommended.

TRUSTEE MORRIS suggested deleting the ED of the TLO from the list.

MR. HICKEY stated that the language will read: The CEO will actively consult with the Board and receive their consent in the employment/termination of the COO and CFO.

CHAIR HALTERMAN asked if there were any objections to that language.

TRUSTEE BOYLES asked if that in any way compromises our contract with DNR.

MR. HICKEY answered that the TLO ED was eliminated from the language, so it should not.

CHAIR HALTERMAN stated that we will have a new charter, and that will spell it out. We will still have to have an MOU, which is just not going to have our TLO executive director reporting to the CEO. That report is now directly to the Board.

TRUSTEE BOYLES asked Ms. Warner who she is hired by.

MS. WARNER responded that the Commissioner of DNR has that authority, through consultation with AMHTA. That is in the delegation. It belongs to the DNR Commissioner. She does not think one or the other can make that decision unilaterally, given that consultation language.

MR. HICKEY stated that it seems to apply to an approval process.

CHAIR HALTERMAN stated that we actually made our way through all of these already, and we are moving forward to Executive Session.

TRUSTEE MORRIS stated, before we go into an Executive Session, there was one matter that was not listed in the charters that he wanted to address. Currently, there is a one-year term limit on committee chairs, which seems to be an arbitrary restriction that may not be in the interest of the Trust. When we have a trustee with the expertise of John Sturgeon serving on the Resource Management Committee, it may be best for the Trust that they be able to do that with the continued consent of the rest of the trustees, and that tying our hands in this matter is unnecessary.

CHAIR HALTERMAN stated that in the charter of the chair of the Board, duties and responsibilities, C, appoint committee chairs and members for standing and ad hoc committees. Standing committees and their chairs will be appointed by the chair. After polling the Board regarding individual trustees' interests and abilities to serve, the Board chair may not concurrently serve as the chair of any standing committee. It does not restrict it to one year, and John Sturgeon was probably our Resource Committee chair the entire time he was serving on this board. We never did change that out. She stated that she has gone through that process twice with polling trustees about their interests, and if folks are eligible to serve in their respective roles, she is not inclined to change it unless the Board wills it.

TRUSTEE MORRIS stated that if it does not exist in the bylaws or the charters, then we can continue on. He was under the impression that there was a restriction.

CHAIR HALTERMAN stated that there is a restriction on the chair for two years, and it is without unanimous consent of the Board or a majority member vote.

MR. HICKEY noted that we altered that to two full terms, and then an existing chair that could reach that goal could then serve longer if it was the desire of the Board.

CHAIR HALTERMAN stated that is under Introduction 2: The chair may be reelected to office by a vote of the membership of the Board as above. The Board's intention is to allow board members the opportunity to serve in officer roles in support of ongoing Board development. To that end, no member may serve more than two consecutive terms in the same office except as provided for by a vote of five or more members. That is the old language; we did clean it up.

MR. HICKEY stated that the new language would permit the chair to continue serving if it was the will of the Board, in excess of the term being set or listed.

TRUSTEE FIMON asked if the five votes was removed.

MR. HICKEY answered that is still there.

CHAIR HALTERMAN added that it clarified that it was two full years. That was really the only clarification on that one.

MR. HICKEY responded, two full terms. If somebody was appointed for an interim, a chair stepped down, they could fulfill the remaining term there and the two additional terms.

CHAIR HALTERMAN continued that anything after that requires a vote of five or more.

MR. HICKEY noted that there is not a term limit in there for committee chairs.

CEO WILLIAMS stated that in the charter for Board of Trustees, at the very end, under operating procedures or something, or board meeting practices, it says: Committees will meet as necessary. He thought there was inconsistent language between what is in the Board charter and then each of the committees, so that needs to be checked.

TRUSTEE MORRIS stated that in the bylaws, Article 5, Officers and Duties, Section 3: Others may be elected to the office in which they serve by vote of the membership of the Board as

above. The Board's intention is to allow board members the opportunity to serve in officer roles in support of ongoing board development. To that end, no member may serve more than two consecutive terms in the same office except as provided by affirmative vote of five board members. He imagined that is actually reasonable to leave. Its intention is to be restrictive, but its execution is not.

CHAIR HALTERMAN stated that it is restrictive for the Executive Committee, leadership team. The secretary, vice chair, and chair would need to have at least five members to vote for them to do more than two terms, so we would need a majority vote.

MR. HICKEY stated that once we finish the charter work that we need to clean up the bylaw work, as well. The changes within the charters will be reflected in the bylaws. If the charter language altered the bylaws, there will be a redraft of the bylaws so that they are all consistent.

TRUSTEE MORRIS deeply regretted bringing up this question.

CHAIR HALTERMAN asked if trustees were ready to move into an Executive Session, and asked for a motion to move into Executive Session.

#### **INTO EXECUTIVE SESSION**

**MOTION: Per AS 44.62.310(c) (1), (c) (2), a motion that the Special Full Board move into Executive Session to discuss confidential matters pertaining to commercial real estate, the immediate public knowledge of which would clearly have an adverse effect upon the finances of a public entity. No decisions will be made in the Executive Session. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.**

(Executive Session from 1:41 p.m. until 4:40 p.m.)

**NOTICE OF RETURN FROM EXECUTIVE SESSION: For the record, myself, my fellow trustees, members of the Trust Authority and Trust Land Office are returning to the Resource Management Committee from the Executive Session. We did not make any decisions during the Executive Session. The statement was read by TRUSTEE FIMON.**

CHAIR HALTERMAN called for a motion to adjourn.

**MOTION: A motion to adjourn the Special Full Board of Trustees meeting was made by TRUSTEE MORRIS; seconded by TRUSTEE MORAN.**

*There being no objection, the MOTION was APPROVED.*

(Alaska Mental Health Trust Authority Special Full Board Meeting adjourned at 4:40 p.m.)

**Minutes for the  
June 20, 2024  
Full Board of Trustees  
Meeting**



**ALASKA MENTAL HEALTH TRUST AUTHORITY  
SPECIAL FULL BOARD MEETING  
June 20, 2024  
3:00 p.m.**

**Hybrid Meeting:  
Alaska Mental Health Trust Authority  
3745 Community Park Loop, #200  
Anchorage, Alaska 99508**

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**Trustees Present:**

Anita Halterman, Chair  
Brent Fisher  
Kevin Fimon  
Agnes Moran (Virtual)  
John Morris  
Rhonda Boyles (Virtual)

**Trust Staff Present:**

Steve Williams  
Katie Baldwin-Johnson  
Michael Baldwin  
Allison Biastock  
Valette Keller  
Kelda Barstad  
Luke Lind  
Debbie DeLong  
Eliza Muse  
Carrie Predeger  
Eric Boyer  
Heather Phelps  
Tina Volker-Ross

**Trustee Land Office staff present:**

Jusdi Warner  
Sarah Morrison  
Jeff Green

**Also participating:**

Gene Hickey; James Brooks; Stephanie Wheeler; John Springsteen; Iris Samuels;  
Gennifer Moreau; Kathy Craft; Crystal; Jim; Sean Maquire.

## PROCEEDINGS

### CALL TO ORDER

CHAIR HALTERMAN called the meeting to order and began with a roll call.

### APPROVAL OF THE AGENDA

**MOTION:** A motion to approve the agenda was made by TRUSTEE FISHER; seconded by TRUSTEE MORRIS.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Moran, yes; Trustee Fimon, yes; Trustee Fisher, yes; Trustee Morris, yes; Chair Halterman, yes.)*

### ETHICS DISCLOSURES

CHAIR HALTERMAN asked if there were any ethics disclosures. Hearing none, she moved to the main topic of the personnel update and turned the floor to Mr. Williams.

### PERSONNEL UPDATE

MR. WILLIAMS stated that he wanted to share information with the trustees which he also provided in writing. After 20 years of work here with the Trust as an organization, he was announcing his resignation as the CEO of the Alaska Mental Health Trust effective July 5. He continued that it was his privilege and honor to work alongside Trust beneficiaries, staff, trustees, as well as our partners at the State, Tribal Health, and in the community. He stated that the Trust is 30 years in its infancy, and he had been here for two thirds of that. Through funding, policy work, and advocacy, the Trust has served as a catalytic change agent to improve the lives of beneficiaries, whose voices are often not heard, and whose needs are not fully met. The positive impacts that the Trust has had and will continue to have on individual beneficiaries and their families, as well as the Alaska system of care, is really incredible. There are a lot of positive opportunities and growth for the Trust looking forward. He continued that the Trust is a special asset for Alaska. Other states admire the Trust. Other states are envious of the Trust. He was often asked, "How do I get a trust in my state?" He explained the history of the Trust, the litigation, the 10 years that it took to get through the litigation, and then the settlement itself. Alaska likes to take pride in things that stand us apart from other states, and the Trust is one of those things that stands us apart. He is grateful to have been a part of many positive changes, and for such a critical organization. He continued that he knows the Board of Trustees and the professional teams at the Trust Authority Office and the Trust Land Office are passionate about and committed to the mission of the Trust, and that the important and impactful work of the Trust will continue on a long, positive path as we move through a transition that organizations go through with the support of staff and trustees. He thanked all the beneficiaries, their families, persons engaged in recovery, those re-entering communities from periods of incarceration, and our Alaska Native partners and community providers who have shared their stories with him and the Trust. Those stories and insights have given the Trust a better understanding of the bright spots in our system of care, as well as the needs, gaps, and possible solutions to improve the system of care. There is no better way to understand problems and identify solutions than to listen to the people who are impacted, have experience, and are willing to share their wisdom and understanding. He stated that he looks forward to spending more time with his family, and plans to continue to make positive impacts for Alaska. He wished the Trust all the best in its continued growth, and its laser focus on its mission as a catalytic change agent for improving the lives of beneficiaries for the next 30 years and beyond. It has been wonderful to work with the current

staff, the current Board of Trustees, as well as those that predated us.

CHAIR HALTERMAN extended a heartfelt thank you to Mr. Williams for his service to the Trust. She stated that he made a huge difference for our beneficiaries over a long period of time, and that she will be forever grateful for his positive impact on this organization. She continued that she will sincerely miss him. She asked for a motion to go into Executive Session to discuss some planning for the future.

**MOTION:** Per AS 44.62.310(c) (1), (c) (2) and AS 39.25.080 (a), a motion that the Alaska Mental Health Trust Authority Full Board of Trustees convene into Executive Session to discuss confidential matters pertaining to the CEO transition. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE FISHER.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Fisher, yes; Trustee Fimon, yes; Trustee Morris, yes.)*

CHAIR HALTERMAN suggested that Valette Keller, Steve Williams, and Allison Biastock would join the Executive Session.

(Executive Session from 3:15 p.m. until 4:17 p.m.)

**NOTICE OF RETURN FROM EXECUTIVE SESSION:** For the record, myself, my fellow trustees, members of the Trust Authority are returning to the Full Board of Trustees meeting from the Executive Session. During the Executive Session, the Board of Trustees only discussed the items identified in the motion to move into Executive Session. The Board of Trustees did not take any action while in Executive Session. The statement was made by TRUSTEE MORRIS.

CHAIR HALTERMAN asked for another motion.

**MOTION:** A motion that the Special Full Board of Trustees designate Allison Biastock as acting Trust Chief Executive Officer effective July 6th, 2024. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE FISHER.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Moran, yes; Trustee Boyles, yes; Trustee Fisher, yes; Trustee Fimon, yes; Trustee Morris, yes).*

CHAIR HALTERMAN congratulated Allison Biastock, and called for the next motion to open the conversation about our process.

MS. KELLER stated that she distributed a memo handout detailing the recommended recruitment process, as well as a recruitment bulletin to recruit for a new permanent CEO.

**MOTION:** A motion that the Special Full Board of Trustees approve the Chief Executive Officer approval process and bulletins proposed by Valette Keller in the memo dated 20 June 2024. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE FISHER.

CHAIR HALTERMAN asked if there was any discussion.

TRUSTEE FISHER stated that the process of hiring a Trust CEO involves a two-step process and asking trustee statutory advisers. There are several places where the statutory advisers are involved in the process, and his understanding is that there is no statutory requirement that we involve anybody else in the process; so that is something that needs to be discussed. Since we now have nominated and approved an interim CEO, it seems like the interim CEO should provide operational support to trustees, even though that may be delegated. He continued that he is the only one that is still on the Board who was on the last Recruitment Committee, and initial interviews were not performed with Full Board involvement. The three-member Recruitment Committee did the initial resume screening, and then conducted the initial interviews. He continued that it was a pretty time-consuming process, and for the initial interview stage, it would be an unnecessary extra burden on the trustees. He suggested that the Ad Hoc Recruitment Committee conduct the first interviews. He stated that step 5 talks about having a meet and greet for trust advisers called by the staff advisers. He thought that needed to be clarified. He noted that there is no statutory requirement and it takes extra time and effort in the scoring and all the things that are listed as part of that step, and he proposed that we not have that as one of the steps. He believed that when candidates are brought in for the Full Board of Trustees to meet, that the statutory advisers and the advisory Boards should come meet the final candidates, but that they should not be part of the actual recruitment process. Under recruitment bulletin, some adjustments should be made for that, so that it is clear to the candidates for CEO that they answer to and are responsible to the Board of Trustees. He suggested that “mental illness” be changed to “mental health disorders.” We may want to add some minimum recruitment requirements, to simplify the process. Many resumes were received the last time, and if we can help people self-filter to eliminate resumes of people that are not going to be appropriate, less time will be wasted when looking at the resumes.

CHAIR HALTERMAN noted that those changes would streamline and expedite the process and possibly eliminate the concern about other responsibilities that are clearly on our plate for the upcoming future.

MS. KELLER asked if the intention is for the Recruitment Committee to review all of the resumes and decide whom to invite to that first round of interviews.

TRUSTEE FISHER replied, yes, that would be his recommendation. He stated that it is okay for everybody to get the resumes, but the recruitment is an intensive process to go through all those. His recommendation, to take the burden off of the entire Board, have members of the ad hoc committee decide who is going to progress and move forward.

CHAIR HALTERMAN stated that her understanding of the process is that all of the trustees will get every applicant's application.

MS. KELLER responded that in the first draft of this, all trustees would receive all applications, along with the Recruitment Committee's recommendations to consider or not consider.

TRUSTEE MORRIS concurred with those changes, with the addition of moving step 7 to be placed on the agenda of the Full Board meeting August 28th, 29<sup>th</sup>. We may also, similarly, move up the approval to hire.

TRUSTEE MORAN asked if Ms. Keller could do a clean copy of that and send that out, so she

is sure she knows what she is voting on.

CHAIR HALTERMAN called for a five-minute recess.

(Break.)

CHAIR HALTERMAN called the meeting back to order and asked Ms. Keller to clarify Step 6, which has the Board appointing up to three trustees to make an offer and negotiate the terms of employment. She asked whether or not that was the ad hoc committee, or if it was a new set of three trustees, and it could be either.

TRUSTEE FISHER stated that Step 6 has meet-and-greet scores, and those are going to be pulled out.

MS. KELLER answered, yes, Step 6 will say that the Board will review all interview notes.

CHAIR HALTERMAN stated that there will be other small technical edits that are a result of changes made during the meeting today, and we will address those, but this memo does cover the changes that were requested. She asked for any questions or observations about the changes.

TRUSTEE BOYLES asked if Step 6 of Ms. Keller's memo will be completely eliminated.

MS. KELLER responded that the previous Step 6 was the adviser meet-and-greet, and that has been deleted. The new Step 6 references a clerical error about the meet-and-greet, and that will be deleted.

TRUSTEE BOYLES asked if there will be no interaction with the advisory boards or the commissioners or anybody before an offer is made.

TRUSTEE FISHER replied that there is no requirement as a part of the recruitment, but it does not mean that we might not have something.

CHAIR HALTERMAN stated that later in the process they will have an opportunity to weigh in in a different way.

MS. KELLER stated that we can place that in the memo at any point in the process. The process can be altered. If we go through two rounds of interviews and trustees really want to call people back for a third round, we could add that later. If you find a stellar candidate in the first round and feel you do not need a second round, we can cut that out. This is not set in stone. The trustees can change its process. We can add to the size of the meet-and-greet later, if trustees feel that would be useful.

TRUSTEE MORAN stated that it looks like we still have "mental illness" in there. Usually, that is kind of the collective term that people are not really using anymore.

MS. BIASTOCK stated that there continues to be evolution in the terms that we use. We have updated "developmental disabilities," for example, to be "intellectual and developmental disabilities" based on our beneficiaries and preferences. We can certainly look at that. She continued that you will note that when we talk about beneficiary groups we have "mental illness"

in our materials. We can look at that and find out what the term is most preferred by beneficiary partners, and work on changes across the board.

TRUSTEE MORAN responded that this is just for the CEO recruitment, and that she is not asking that it be done across the board.

MS. KELLER noted that she missed that, and will do it quickly.

CHAIR HALTERMAN asked if there was anything further. Hearing and seeing nothing else in the room, she asked for the amended motion to be read.

**MOTION:** A motion that the Special Full Board of Trustees approve the Chief Executive Officer recruitment process and bulletin as proposed by Valette Keller in the memo dated 20 June 2024, and as amended today during this meeting. The motion was made by TRUSTEE MORRIS; seconded by TRUSTEE FISHER.

*After the roll-call vote, the MOTION was APPROVED. (Trustee Moran, yes; Trustee Boyles, yes; Trustee Fisher, yes; Trustee Fimon, yes; Trustee Morris, yes; Chair Halterman, yes.)*

CHAIR HALTERMAN stated that we have a memo and a process.

MS. KELLER stated that the next step would be to appoint the Ad Hoc Recruitment Committee.

CHAIR HALTERMAN stated that there was a question by trustees to see if we could get a copy of the current job description. There were some recollections that there were some revisions that that needed to be made to the version that was given to folks on Friday. That is just so that trustees can look that document over for their reference, not necessarily to be looked at today.

TRUSTEE MORAN asked if a motion is necessary regarding the constitution or the makeup of the ad hoc Committee.

CHAIR HALTERMAN stated that the governance rules give the Chair the latitude to appoint ad hoc committees and to make appointments to committee chair assignments. She stated that she had been polling some trustees to see if she could find enough interest in establishing an ad hoc committee. She stated that she had the commitment from John Morris and Brent Fisher, and that she will round out that ad hoc committee.

TRUSTEE MORAN stated that she would like to see it be independent of the Chair. She continued that we have gone down a couple of different paths that we do not need to go down, and she is afraid of that being replicated in the recruitment process. She preferred that the committee be made up of Brent and Kevin and Rhonda.

TRUSTEE BOYLES asked the Chair if she received the last text. She stated that she never had a phone conversation with the Chair about availability, and that she will be in Anchorage the entire month of July.

CHAIR HALTERMAN stated, yes, but she had commitments from two other trustees, so she did not need to keep polling for additional interest.

TRUSTEE FIMON added that he did not wish to be on the ad hoc Committee.

TRUSTEE MORRIS stated that he had a strong interest in it, and would like to be on the committee, if there is room. As far as Trustee Fisher, he continued that he has seen him spend a good bit of work already on viewing and editing the job listing, and his understanding is that from the previous effort, he is also very involved in that. So those things make good sense, and that having the current Chair be involved is a fairly natural continuation of process.

TRUSTEE MORAN stated that she is going to agree to disagree with Trustee Morris here on this one. She stated that she is fine with Trustees Fisher and Boyles, but she believes that that this process needs a fresh set of eyes.

CHAIR HALTERMAN stated, at this point, she has the right to step out of this ad hoc Committee at any point in time if a conflict is perceived, but she is going to keep the committee as it is. If trustees want to have an offline conversation with her about stepping off this committee, she is willing to have a meaningful conversation; but that this is not the time or place. She noted that it does not have to be an ad hoc committee of three. If trustees can talk to her privately outside of this meeting about reasons that she should step aside, that she is all ears. At this point, the ad hoc committee, because it is the Chair's choice, she thinks that it is a natural process for the Chair to lead that effort. She stated that she has no conflicts of interest; she is not applying for the position; and that if she were, that she would recuse herself from the process. But she does not see any reason to remove herself at this point unless she is given a compelling reason to do so.

TRUSTEE FISHER noted a point of observation, that in the last recruitment ad hoc committee, the Chair was a part of that committee.

TRUSTEE MORAN stated that she is fine to be overruled; that she just wanted to be sure that she had an opportunity to speak since she was not there in person.

CHAIR HALTERMAN stated that she appreciates that, and looked forward to further conversations with Trustee Moran. She continued that the ad hoc committee is established, and that we do not need to motion on this because it is a Chair decision. She called for a motion to adjourn.

**MOTION: A motion to adjourn the Special Full Board of Trustees meeting was made by TRUSTEE FIMON; seconded by TRUSTEE MORRIS.**

*After the roll-call vote, the MOTION was APPROVED. (Trustee Boyles, yes; Trustee Moran, yes; Trustee Fisher, yes; Trustee Fimon, yes; Trustee Morris, yes; Chair Halterman, yes.)*

(Alaska Mental Health Trust Authority Special Full Board of Trustees meeting adjourned at 4:52 p.m.)

# **Current Trust Bylaws**



1  
2  
3 ALASKA MENTAL HEALTH TRUST AUTHORITY  
4 BYLAWS

5  
6  
7 ARTICLE I  
8 NAME  
9

10 The name of this organization is the Alaska Mental Health Trust Authority.  
11

12  
13 ARTICLE II  
14 PURPOSE OF THE AUTHORITY  
15

16 The Alaska Mental Health Trust Authority acts in the best interest of the beneficiaries  
17 of the trust. It is accountable to:

- 18 (a) Provide for sound governance, fiduciary oversight and direction in achieving the  
19 mission of the Trust Authority;  
20 (b) Ensure an integrated, comprehensive mental health program for the State of Alaska  
21 in partnership with Department of Health and Social Services (DHSS); and  
22 (c) Preserve, protect, and grow the trust corpus and administer trust assets.  
23  
24

25 ARTICLE III  
26 BOARD OF TRUSTEE MEMBERSHIP AND TERMS OF OFFICE  
27

28 Section 1. Trust Authority board of trustees composition:

- 29 (a) The Trust Authority shall be governed by its board of trustees.  
30 (b) The Trust Authority board of trustees, hereafter referred to as the board, consists of  
31 seven members appointed by the governor in accordance with AS 47.30.016 and  
32 confirmed by the legislature.  
33

34 Section 2. Term of office, vacancies, and removal:

- 35 (a) The members of the board serve staggered five-year terms. A member shall continue  
36 to serve until the member's successor is appointed and confirmed by the legislature.  
37 (b) A vacancy occurring in the membership of the board shall be filled within 60 days by  
38 appointment of the governor for the unexpired portion of the vacated term.  
39 (c) The governor may remove a member of the board only for cause per AS 47.30.021.  
40 (d) Except for a trustee who has served two consecutive five-year terms, a member of  
41 the board may be reappointed. A member of the board who has served two  
42 consecutive five-year terms is not eligible for reappointment to the board until one  
43 year has intervened as per AS 47.30.021(d).  
44  
45

ARTICLE IV  
BOARD OF TRUSTEE DUTIES

Section 1: The role of the board is to:

- (a) Set the vision for the organization;
- (b) Set policies for the organization, including adoption of regulations as appropriate under AS 47.30.031;
- (c) Adopt charters that define the role, authority, operating procedures, duties, and responsibilities of the board and standing committees; and
- (d) Approve contractual agreements with advisors as defined in statute and the settlement agreement, specifically Alaska Permanent Fund Corporation (APFC), Department of Natural Resources (DNR), and Statutory Advisory Boards.
- (e) Fulfill the duties listed in AS 37.14.007(b)(1)-(12).

Section 2: The board will conduct business in accordance with AS 47.30.036.

ARTICLE V  
OFFICERS AND DUTIES

Section 1. The board, by a majority vote of its membership, shall annually elect a Chair, Vice Chair, and Secretary from its membership.

Section 2. The officers will be elected by a majority vote at the annual budget approval meeting, and officers' terms of office commence upon adjournment of that meeting. Officers' terms of office end effective at adjournment of the meeting in which new officers are elected.

Section 3. Officers may be re-elected to the office in which they serve by vote of the membership of the board as above. The board's intention is to allow board members the opportunity to serve in officer roles in support of ongoing board development. To that end, no member may serve more than 2 consecutive terms in the same office except as provided for by affirmative vote of 5 board members.

Section 4. If the office of the Chair becomes vacant, the Vice Chair succeeds to the office of the Chair and serves until an election held at the next board meeting. The newly elected Chair will serve until the next annual election.

Section 5. Except for the office of Chair, if an office of the board becomes vacant, an election shall be held to fill the vacancy at the next regular meeting following the vacancy. The officer will serve until the next annual election.

Section 6. The duties of the officers shall be as follows:

- (a) Chair
  - 1. Call all meetings. Preside at all meetings.
  - 2. Appoint chairs of committees and committee members.

- 1 3. Serve as ex-officio (voting) member of all committees, but may not
- 2 concurrently serve as board Chair and chair of any standing committee, with
- 3 the exception of the Executive Committee.
- 4 4. Act as primary spokesperson for the board.
- 5 5. Act as one of the official spokespersons for the Trust Authority, together with
- 6 the Chief Executive Officer (CEO), when requested by the Chief
- 7 Communications Officer.

8  
9 (b) Vice Chair

- 10 1. Assist the Chair in the discharge of his/her duties.
- 11 2. Perform the duties of the Chair in the absence or incapacity of the Chair.
- 12 3. Perform other duties as assigned by the board.

13  
14 (c) Secretary

- 15 1. Assume duties of the Chair when Chair and Vice Chair are unavailable.
- 16 2. Perform other duties as assigned by the board.
- 17 3. Assure that the records of board proceedings are maintained in accordance
- 18 with these bylaws and in accordance with AS 37.14.007(b)(2) and the Records
- 19 Management Act (AS 40.21).

20  
21  
22 ARTICLE VI

23 MEETINGS

24  
25 Section 1. The board will hold four regular meetings each fiscal year. Committees will meet

26 as necessary to accomplish their responsibilities.

27  
28 Section 2. Special or emergency meetings of the board may be held at such time and place

29 as the Chair may order; or upon the written request to the Chair of any four

30 trustees.

31  
32 Section 3. Reasonable public notice of board and committee meetings shall be provided in

33 accordance with AS 44.62.310. Meetings of the board and its committees are

34 subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.

35  
36 Section 4. A quorum at all board meetings shall consist of four board members. A quorum at

37 committee meetings is a majority of the committee's members.

38  
39 Section 5. No member of the board may designate a proxy.

40  
41 Section 6. The board will schedule at least one period for public comment during each

42 regularly scheduled board meeting.

43  
44 Section 7. Formal actions by the board are accomplished through adoption of

45 motions.

ARTICLE VII  
COMMITTEES OF THE BOARD

There will be five standing committees of the board. Standing committee chairs and members will be appointed by the Chair after polling the board regarding individual trustee's interest and ability to serve. A member may serve as chair of only one standing committee at any time except as a stand-in until the next regularly scheduled board meeting. Standing committees will have a minimum of 3 committee members. The board chair may designate ad hoc committees to accomplish special purposes. Persons other than board members may serve on the board's ad hoc committees; however, such persons may not be voting members of such committees, only appointed board members may vote on committee actions. Committee recommendations will be reported to the board for action at the next regular board meeting.

Section 1. The Executive Committee of the board is composed of three board officers, the Chair, the Vice Chair, and the Secretary. The Executive Committee will:

- (a) Ensure development of policies for governing the Trust Authority for approval by the board.
- (b) Oversee implementation of governance policies at the direction of and on behalf of the board in accordance with law and the committee charter adopted by the board.
- (c) The Executive Committee will meet only as needed.

Section 2. The Resource Management Committee will, in consultation with the CEO and Executive Director (ED) of the TLO:

- (a) Ensure development of policies for protecting, enhancing, and managing the trust's non-cash resources in the best interests of the beneficiaries for approval by the board.
- (b) Oversee implementation of plans at the direction of and on behalf of the board in accordance with law and the committee charter adopted by the board.

Section 3. The Program and Planning Committee will, in consultation with the CEO and Executive Director (ED) of Mental Health Policy and Programs.:

- (a) Ensure development of policies to meet needs and improve the circumstances of beneficiaries; and recommends to the board for approval.
- (b) Oversee implementation of plans at the direction of and on behalf of the board in accordance with Trust Authority statutes and regulations and the committee charter adopted by the board.

Section 4. The Finance Committee will, in consultation with the CEO and Chief Financial Officer (CFO):

- (a) Ensure development of policies for investment and fiscal management for approval by the board.
- (b) Oversee implementation of approved investment and fiscal management policies on behalf of the board in accordance with Trust Authority statutes and regulations and the committee charter adopted by the board.

- 1 Section 5. The Audit and Risk Committee will, in consultation with the CEO and CFO:  
2 (a) Ensure development of policies for managing the annual audit process and  
3 identifying and addressing organizational risk for approval by the board.  
4 (b) Oversee implementation of approved audit and risk management policies on behalf  
5 of the board in accordance with Trust Authority statutes and regulations and the  
6 committee charter adopted by the board.  
7  
8

9 ARTICLE VIII  
10 CHIEF EXECUTIVE OFFICER  
11

12 Section 1. The board shall select and employ a Chief Executive Officer as provided by law.  
13

14 Section 2. The Chief Executive Officer is responsible for day-to-day operations of the Trust  
15 Authority including planning, organizing, coordinating, and directing all activities  
16 necessary to enable the Trust Authority to exercise its powers and duties, and  
17 fulfill the purpose of the Trust Authority. The CEO will operate and conduct the  
18 business and affairs of the Trust Authority according to the statutes, regulations,  
19 bylaws, policies, and charters adopted by the board. The CEO duties and  
20 responsibilities shall be set forth in a CEO Job description to be adopted by the  
21 board.  
22

23 Section 3. The Chief Executive Officer shall oversee administration of the contract with the  
24 Trust Land Office on behalf of the Trust Authority to ensure compliance with  
25 AS 37.14.009(a)(2).  
26

27  
28 Section 4. The board will evaluate the Chief Executive Officer's performance annually in  
29 writing. The board will define the process for conducting annual reviews and  
30 include it in the Board Operations Manual.  
31

32 Section 5. Termination of employment of the Chief Executive Officer is by majority vote of  
33 the board.  
34  
35

36 ARTICLE IX  
37 PARLIAMENTARY AUTHORITY  
38

39 Unless otherwise provided by law or these bylaws, the board's procedures shall be  
40 governed by Robert's Rules of Order Newly Revised. The Chair may appoint an appropriate  
41 person to serve as parliamentarian.  
42  
43

44 ARTICLE X  
45 ETHICS  
46

47 Board members are required to comply with the Alaska Executive Branch Ethics Act  
48 (AS 39.52) and AS 47.30.016(c)(2).

1  
2  
3 ARTICLE XI  
4 AMENDMENT OF BYLAWS  
5

6 These bylaws may be amended at any meeting of the board. Amendment of these  
7 bylaws requires 5 affirmative votes of board members provided that written notice and  
8 copies of the proposed amendment have been submitted to the members 30 days prior to  
9 the meeting, or by unanimous vote without notice.  
10

11  
12 ARTICLE XII  
13 DEFINITIONS  
14

15 In these bylaws,  
16

17 **The Alaska Mental Health Trust** means the sum of all assets owned by the Alaska  
18 Mental Health Trust as established by the Alaska Mental Health Trust Enabling Act, P.L. 84-  
19 830, 70 Stat. 709 (1956) and the Mental Health Settlement Agreement (June 10, 1994),  
20 including cash and non-cash assets.  
21

22 **The Alaska Mental Health Trust Authority (the Trust Authority)** means the entity  
23 charged with administering the trust, as trustee, is governed by a seven-member board. (AS  
24 37.14.007, AS 47.30.011, AS 47.30.016)  
25

26 **The Trust Land Office (TLO)** means the unit of the Alaska Department of Natural  
27 Resources that is charged with managing the trust's natural resources, land, and other fixed  
28 assets. (AS 44.37.050)  
29

30 **Regular Meeting** means a board meeting that is scheduled at the annual budget  
31 meeting to occur during the succeeding year, provided that a regular meeting that is  
32 rescheduled on reasonable notice to the public is still a regular board meeting.  
33

34 **Special Meeting** means any board meeting other than a regular meeting, including  
35 an emergency meeting.  
36

37 **Emergency Meeting** means any board meeting conducted for the purpose of  
38 addressing time sensitive matters that may not be capable of resolution within the statutory  
39 or delegated authority of the Executive Committee or the CEO. If an emergency meeting is  
40 conducted on less than the customary public notice, public notice shall be published as  
41 soon as practicable. If the agenda of an emergency meeting is not available in advance, the  
42 agenda will be published as soon as practicable after the emergency meeting.

\_\_\_\_\_  
Mary Jane Michael, Chair

\_\_\_\_\_  
Laraine Derr, Secretary

# Approvals

**To:** Anita Halterman, Chair of the Board of Trustees  
**Date:** August 29, 2024  
**Re:** Authority Grant Approval Memos

On an ongoing basis, the Trust receives grant requests from organizations around the state that serve Trust beneficiaries. Trust program staff reviews these requests to assess their fit with the Trust’s mission and current funding priorities. Following this review, there are 7 FY25 grant proposals that are recommended by Trust staff for approval by the board of Trustees.

These requests have been evaluated by Trust program staff and a memo has been prepared that contains the grant information provided by the applicant, an analysis explaining the program staff’s recommendation, the request’s connection to the Comprehensive Integrated Mental Health Plan, and the proposed performance measures that will be assigned to assess each grant’s outcomes.

The individual requests follow this memo in the packet.

	<b>Proposed Motion</b>	<b>Budget Fund Source</b>	<b>Project Title</b>	<b>Organization</b>	<b>Page #</b>
1	The Board of Trustees approve a \$99,000 FY25 Partnership grant to Gastineau Human Services for the Gastineau Recovery Supportive Housing project.	Partnership	Gastineau Recovery Supportive Housing	Gastineau Human Services	<b>114</b>
2	The Board of Trustees approve a \$75,000 FY25 Partnership grant to the Concussion Legacy Foundation, Inc. for the CLF Patient Services Project Alaska Continuation project.	Partnership	Concussion Legacy Foundation Inc	Concussion Legacy Foundation	<b>118</b>
3	The Board of Trustees approve a \$50,000 FY25 Partnership grant to the North Star Community Foundation for the Fairbanks Hopelink Warming Center.	Partnership	Fairbanks Hopelink Warming Center	North Star Community Foundation	<b>125</b>
4	The Board of Trustees approve a \$15,000 FY25 Partnership grant request to Hospice of Anchorage for the Dementia Care Connection Project.	Partnership	Hospice of Anchorage	Hospice of Anchorage	<b>130</b>
5	The Board of Trustees approve a \$2,500 FY25 Partnership grant to the All Alaska Pediatric Partnership for the Sponsorship of the 2024 All Alaska Pediatric Symposium.	Partnership	Sponsorship of the 2024 All Alaska Pediatric Symposium	All Alaska Pediatric Partnership	<b>135</b>



6	The Board of Trustees approve a \$2,500 FY25 Partnership grant to the Alaska Hospital & Healthcare Association for the Alaska Hospital & Healthcare (AHHA) Annual Conference.	Partnership	Alaska Hospital & Healthcare (AHHA) Annual Conference	Alaska Hospital & Healthcare Association	<b>139</b>
7	The Board of Trustees approve a \$2,500 FY25 Partnership grant to the Alaska State Association for Guardianship and Advocacy for the ASAGA Annual Conference - Fueling Our Foundation	Partnership	ASAGA Annual Conference Fueling Our Foundation	Alaska State Association for Guardianship and Advocacy	<b>143</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships/Designated Grants (page 2, line 13 FY25 budget)  
**Amount:** \$99,000.00  
**Grantee:** Gastineau Human Services  
**Grant Term:** September 1, 2024 to June 30, 2026  
**Project Title:** Gastineau Recovery Supportive Housing

### REQUESTED MOTION:

*The Board of Trustees approve a \$99,000 FY25 Partnership grant to Gastineau Human Services for the Gastineau Recovery Supportive Housing project.*

**Assigned Program Staff:** Janie Caq'ar Ferguson

### STAFF ANALYSIS

Gastineau Human Services (GHS) is requesting \$99,000 in Trust grant funds for pre-development activities such as market study, architectural design, engineering, project management, development, and cost estimation services for the construction of a 51-unit recovery-supported housing project. A complete pre-development package is critical to obtaining the remaining funding needed for this capital project.

The goal of this project is to complete the pre-planning for this project, which, once constructed, will provide supportive housing for Trust beneficiaries in recovery in Juneau, with housing applications to be accepted from the Southeast region. This project will serve Trust beneficiaries who are committed to recovery; targeted subpopulations include people who are in recovery and are also unhoused, in temporary or unstable housing, or are re-entering the community post-institutionalization. This housing project differs from a typical permanent supportive housing project because it requires tenants to commit to recovery. It will also provide affordable, supportive services and require beneficiaries to maintain their lease agreement.

This project is estimated to serve a maximum of 51 beneficiaries with substance use disorders and in recovery. The beneficiaries to be served via the program live in Juneau and the Southeast region; many currently receive services in remote settings and off-the-road systems, which can limit access to treatment and other resources. The anticipated secondary beneficiaries supported through this project include community members and family members.

Gastineau Human Services has secured funding to cover the remaining cost of equipment and staff.

**COMP PLAN IDENTIFICATION**

Goal	Objective	Comments
Goal 4 Substance Use Disorder Prevention	4.4 Recovery support services	Support funding for the ASAM Continuum of Care to include increasing the number of aftercare treatment programs and peer-based services for youth and adults.

**PROJECT DESCRIPTION**

*The following is excerpted from the prospective grantee’s application.*

**PROJECT DESCRIPTION**

Gastineau Human Services (GHS) is in the pre-development stage for the Gastineau Recovery Supportive Housing Project. Funds will be used for pre-development activities such as market study, architectural design, engineering, project management, development, and cost estimation services. A complete pre-development package is critical to obtaining funding for a capital project. Costs for a complete pre-development package have increased significantly in the past five years, requiring additional fundraising to prepare the project for funder review and construction.

A 51-unit facility is planned to offer permanent supportive housing (PSH) to those with very low income and who are in recovery from substance use disorders from Juneau and Southeast Alaska. This project will serve adults with barriers to housing stability – including those evicted from or refused by other housing programs. All units will be dedicated to expanding long-term supportive housing to reduce homelessness, prevent the cycling of tenants through homeless shelters or correctional facilities, and provide new housing opportunities for very low-income beneficiaries and persons in the homeless population currently facing limited housing options and in recovery from substance use disorders.

Recently, new momentum has emerged nationally for recovery housing. In 2023, the American Society for Addiction Medicine (ASAM) provided formal endorsement and full recognition of recovery housing in the continuum of care. Currently, in Juneau and the Southeast region, other permanent supportive housing projects are full, with extensive waitlists, and the remaining housing is generally unaffordable for low-income persons. The Gastineau Recovery Supportive Housing Project will offer Trust beneficiaries a new housing option tailored to maintaining recovery, and staying engaged in treatment and recovery support systems. The goal program aims to provide low-income housing units with on-site behavioral health and recovery support services for Trust beneficiaries. On-site case management and the full behavioral health continuum of care is available to tenants through GHS or other providers in the community. Tenants are free to choose where to receive their recovery services, and Gastineau Human Services is developing policies to address conflicts of interest that may arise when for tenants who also receive service from their agency. The program will provide stability and support for continuing treatment and

recovery. A stable living situation is an essential factor in long-term successful outcomes of substance use disorder treatment.

Each unit will have a kitchen, bathroom, living space and storage space. Six units will be improved to include full ADA accessibility features to support residents who experience sensory impairments, use wheelchairs, or have other mobility challenges.

GHS has full support from the City and Borough of Juneau, the Juneau Coalition on Housing & Homelessness, the Juneau Reentry Coalition, the Tlingit and Haida Regional Housing Authority, NAMI Juneau, and various other partners and stakeholders. The project has commitments for financial support for construction by the Juneau Community Foundation and a \$2,000,000 appropriation from the City and Borough of Juneau. The project is included in the federal fiscal year budget request at \$5,000,000 for FFY2025 (subject to congressional final passage).

**PERFORMANCE MEASURES**

Provide a narrative describing the timeline, activities, successes, challenges, and any lessons learned during the reporting period for the pre-development phase of the Gastineau Recovery Permanent Supportive Housing project. Be sure to include relevant supporting documentation for the following activities:

- a. Market study
- b. Architectural design
- c. Engineering study
- d. Project management planning
- e. Development planning
- f. Cost estimation services.

**SUSTAINABILITY**

The request for funding pre-development activities is a one-time ask. After construction, the project will be self-sustaining over the long term through subsidized housing vouchers and monthly rent payments from residents.

**WHO WE SERVE**

All of the residents of the new housing will be Trust beneficiaries with substance use disorder and the project will provide stability and a supportive environment for their continuing treatment and recovery. A stable living situation is an important factor in successful outcomes of substance use disorder treatment for the medium to long term. These 51 supportive housing units will also open up beds in other facilities and programs for Trust beneficiaries on waiting lists.

**ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:**

Substance Abuse	51
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## BUDGET

Pre-development Costs (Architectural design, engineering, etc.)	\$450,000.00
Space or Facilities Costs (Other Sources)	\$9,599,000.00
Pre-development Costs Narrative:	Gastineau Human Services intends to use the Trust grant as partial funding of predevelopment/design/engineering costs for the project. All remaining pre-development and construction costs to be funded from other sources.
Total Amount to be Funded by the Trust	\$99,000.00
Total Amount Funded by Other Sources	\$9,950,000.00

## OTHER FUNDING SOURCES

City and Borough of Juneau SECURED	\$2,000,000.00
Tlingit Haida Regional Housing Authority SECURED	\$100,000.00
Juneau Community Foundation SECURED	\$50,000.00
Rasmuson Foundation PENDING	\$300,000.00
Greater Opportunities for Affordable Living (GOAL) AHFC Grant PENDING	\$2,500,000.00
Congressional Discretionary Funds (via Sen. Murkowski) PENDING	\$5,000,000.00
<b>Total Leveraged Funds</b>	<b>\$9,950,000.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$75,000.00  
**Grantee:** Concussion Legacy Foundation Inc  
**Grant Term:** September 1, 2024 to August 31, 2025  
**Project Title:** CLF Patient Services Project Alaska Continuation

### REQUESTED MOTION:

*The Board of Trustees approve a \$75,000 FY25 Partnership grant to the Concussion Legacy Foundation, Inc. for the CLF Patient Services Project Alaska Continuation project.*

**Assigned Program Staff:** Kelda Barstad

### STAFF ANALYSIS

The Concussion Legacy Foundation (CLF) Patient Services Project Alaska Continuation will build upon CLF's original (2021) and expanded (2023) project focus areas and successes. This project will deliver new and refined continuing education courses for healthcare providers, directly support patients and families with personalized resource facilitation, build community connectivity through peer support networks, and create educational resources to empower individuals impacted by brain trauma. CLF's planned deliverables across these primary focus areas will capitalize on marked increases in website traffic, CLF HelpLine requests, continuing education course attendance, and community stakeholder support.

The CLF Patient Services Project Alaska Continuation is recommended for funding to help fill gaps in both knowledge and services for Trust beneficiaries with a traumatic brain injury. The continuum of care for people with a traumatic brain injury is minimal, and significant awareness and education efforts are needed to train medical, professional, and paraprofessional staff on brain injury diagnosis, treatment, and recovery. Expanding CLF services and customizing them for Alaska will augment efforts underway and help to bolster the capacity of existing training and expertise in this area and provide enhanced support for beneficiaries with traumatic brain injury. This project aligns with both the Trust's workforce initiative and the focus area of Housing & Home and Community Based Services.

## COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 7 Services in the Least Restrictive Environment	7.2 Long-term services & supports	Also 9.2

## PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

### PROJECT DESCRIPTION

AMHTA beneficiaries suffering from the outcomes of mild traumatic brain injury (mTBI), dementia associated with brain trauma, including chronic traumatic encephalopathy (CTE), and related adverse mental health outcomes face many unique and ubiquitous challenges CLF is equipped to address.

First, patients and families seeking basic guidance for outcomes of brain trauma face an overwhelming amount of information. Even for those with prior knowledge, separating reliable information from specious or outdated material can cause confusion during crucial stages of care-seeking, increasing the risk of avoidable complications. Despite research and data collection improvements, like the Center for Disease Control's 2024 National Concussion Surveillance System updates and the State of Alaska 2023 TBI Epidemiology Bulletin, translating public health and medical science updates into actionable guidance for individuals navigating mTBI or CTE requires continued investment.

CLF will address this problem by highlighting key information on the CLFHelpLineAK.org centralized resource hub, like the Concussion Guidebook for Alaskan Patients and Caregivers, and creating micro-topic educational leaflets on care access, coverage navigation, talking with doctors, understanding military health networks, and updated medical science.

Additionally, even with credible and concise guidance, patients and families face pervasive gaps in medical and mental healthcare provider availability, geographic distribution, and knowledge. These obstacles compound unique cognitive and emotional vulnerabilities caused by brain trauma and increase the risk for exhaustion and symptom regression, especially for those in rural areas or with healthcare network restrictions.

CLF will continue supporting patients and caregivers through personalized resource navigation offering provider recommendations throughout Alaska and the PNW with vetted practice details like specializations, availability, and telehealth capacity. CLF will also deliver additional medical education courses to spread broad guidelines of care and targeted focus areas for patients in the military or experiencing mental health crisis, thereby increasing the quantity of knowledgeable providers and deepening provider vetting in Alaska.

Finally, brain injury is a well-established risk factor for negative mental health implications, including suicide and suicidal ideation, which can present immediately or months after injury. Alarming, a single concussion can double lifetime risk of suicide. A 2022 Journal of Neurotrauma study of hospital readmission data showed that reporting of suicidal ideal in concussion patients tripled six months after injury. More broadly, knowledge and care gaps expose patients and families to adverse mental health outcomes like feelings of isolation and hopelessness, both risk factors for suicide defined by the CDC. These problems underscore the urgent need for long-term care and community support systems.

CLF will leverage experience from our international peer networking programs to launch a statewide virtual support group for patients and caregivers navigating the outcomes of brain trauma. When combined with accurate guidance and proper care, peer-to-peer support networks offer psychosocial benefits to mitigate adverse mental health outcomes such as isolation and hopelessness. CLF will recruit and train a member of the Alaskan community to facilitate opportunities for participants to share struggles and successes among compassionate peers.

CLF will continue to engage in strong relationships with the Brain Injury Council of Alaska (BICA) members, statewide organizations, and CME promotion partners, made possible through AMHTA's support, to accomplish these objectives.

## PERFORMANCE MEASURES

PM #1:

Provide a detailed narrative describing the timeline, activities, successes, challenges, and any lessons learned during the project. Be sure to include an electronic copy of any digital marketing materials and/or public communications that were produced for the project.

PM #2:

Provide the following information as it relates to CME Content Improvement and Digital Promotion:

- Number of providers given learning aids
- Number of providers who attend CMEs
- Number of providers who claim free CME hours
- Percent of providers rating course content 4 out of 5 or higher
- Number of providers who would recommend CMEs to colleagues

PM #3:

Medical Provider Outreach & Patient Resource Referral Promotion:

- Number of providers catalogued
- Number of providers elevated to trusted status
- Number of Alaskans engaging with digital resources
- Number of reach/Impressions on PSAs and digital resources
- Number of Alaskans served through CLFHelpLineAK



PM #4:

Provide a narrative describing the timeline and activities surrounding the launch of a statewide virtual support group for patients and caregivers. Include information about the recruitment and onboarding of the community-based facilitator.

## SUSTAINABILITY

Yes, CLF's Patient Services department will continue to serve patients and caregivers through the CLF HelpLine, CLF Continuing Medical Education, and CLF Peer Support programs. Baseline operations are supported nationally and internationally by third-party grant institutions and unrestricted private donations. Resources for baseline operations are strategically allocated toward focus areas and population groups based on needs assessments and greatest potential for mission-focused return on investment. Concentrated efforts, such as those supported in Alaska by AMHTA, are made possible through earmarked funds.

CLF secured multi-year funding for CLF Patient Services Project Pacific Northwest through 2026 from MJ Murdock Charitable Trust and will apply for additional funding in Q4 2024. CLF Patient Services funding through the Oak Foundation sunsets in 2024. CLF reapplied for organization-wide core support from Oak Foundation through 2029. These grant funds, in addition to 3k+ corporate and private donors who donate to CLF's full operations each year, allow for long-term program planning and implementation.

## WHO WE SERVE

This project will serve AMHTA beneficiaries through CLFHelpLineAK.org educational resources, peer support, and wider medical provider education.

CLF HelpLine AK has received 52 requests for personalized resource facilitation and this number is growing rapidly. Requests increased 137% after CLF strategically refocused promotion from public awareness to a targeted call-to-action. Website visits increased 21%, now 28k+ total, to CLFHelpLineAK.org. Beyond the HelpLine service, this centralized hub displays educational material, messages of hope, and direction to local supporting organizations for beneficiaries.

New CLF HelpLine client survey data show strong impact results relative to industry standards. Regarding satisfaction, clients report the service is easy to use (76%), something they would recommend (70%), and generally satisfactory (68%). Regarding measurable outcomes, clients report the service showed genuine care (69%), contributed to symptom improvement (69%), provided valuable education (63%), helped them find better medical care (53%), increased hopefulness (50%), and facilitated strong peer or community connections (50%).

Finally, continued healthcare provider education serves a broader, long-term function to exponentially improve outcomes for AMHTA beneficiaries and is particularly important given the unique barriers to care in Alaska. Since launching with AMHTA in 2021, CE/CME's generated 1,027 registrants, 625 attendees, and 299 free ACCME credits claimed locally and regionally. As a measure of performance, 93% rated course quality 4/5 or 5/5, 84% reported the content is

relevant to their practice, 80% would recommend it to their colleagues, and 62% reported the training will lead to changes in their practice.

**ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:**

Mental Illness:	6,000
Alzheimer’s Disease & Related Dementias:	1,000
Traumatic Brain Injuries:	36,000
Secondary Beneficiaries(family members or caregivers providing support to primary beneficiaries):	64,000
Number of people to be trained	10,400

**BUDGET**

Personnel Services Costs	\$30,500.00
Personnel Services Costs (Other Sources)	\$12,800.00
Personnel Services Narrative:	<p><i>AMHTA Personnel Services Costs</i></p> <p>Patient Services Coordinator - \$7,500 (250 hours)</p> <ul style="list-style-type: none"> <li>- CE/CME development and coordination</li> <li>- AK HelpLine case response coordination and provider outreach management</li> <li>- Patient &amp; caregiver education resource creation management</li> <li>- Includes proportionate matching funds for CLF Project Pacific Northwest partnership with MJ Murdock Charitable Trust relative to AK personnel costs</li> </ul> <p>Peer Support Coordinator - \$4,500 (150 hours)</p> <ul style="list-style-type: none"> <li>- Support group community-based facilitator onboarding, training, and support</li> <li>- Support group Zoom setup, configuration, &amp; maintenance</li> <li>- Includes proportionate matching funds for CLF Project Pacific Northwest partnership with MJ Murdock Charitable Trust relative to AK personnel costs</li> </ul> <p>Patient Services Director - \$7,000 (156 hours)</p> <ul style="list-style-type: none"> <li>- CME delivery, CLFHelpLineAK case response, peer support group launch, and education resource creation strategic oversight</li> </ul> <p>Digital Marketing Manager - \$5,000 (125 hours)</p> <ul style="list-style-type: none"> <li>- CME digital, social, and email promotion delivery</li> <li>- CLFHelpLineAK and peer support group digital and social promotion delivery</li> </ul> <p>Patient Education Graduate Fellow - \$3,500 (194 hours)</p>

	<p>- Graduate-level student for research, drafting, and project management of education material creation</p> <p>Patient Services Intern - \$3,000 (200 hours)</p> <p>- CLFHelpLineAK provider outreach, CME direct outreach, and case resource research</p> <p><i>Murdock Trust Personnel Services Costs</i> \$12,800 – supplements above personnel costs with additional hours for relevant grant activities</p>
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Supplies Costs	\$1,000.00
Supplies Costs (Other Sources)	\$0.00
Supplies Narrative:	Flexible Printing Contingency - Patient and Caregiver Educational Leaflets

Other Costs	\$43,500.00
Other Costs (Other Sources)	\$6,400.00
Other Costs Narrative:	<p><i>AMHTA Other Costs</i></p> <p><u>CE/CME Course Creation &amp; Dissemination: \$16,000</u></p> <ul style="list-style-type: none"> <li>- Course #1 TBI Care for the Military Community (New on-demand) \$3,500</li> <li>- Course #2 TBI &amp; Mental Health Crisis (New on-demand) \$3,500</li> <li>- Course #3 Concussion &amp; CTE Care (On-demand adaptation &amp; conversion) \$3,500</li> <li>- Social &amp; digital promotion to CLF CME site displaying AMHTA logo \$3,000</li> <li>- Speaker fees flexible contingency \$1,500</li> <li>- Course #1 &amp; #2 supplemental clinical summary learning aids \$1,000</li> <li>- Includes proportionate matching funds for CLF Project Pacific Northwest partnership with MJ Murdock Charitable Trust relative to AK project costs</li> </ul> <p><u>CLFHelpLineAK.org Operation &amp; Awareness: \$14,000</u></p> <ul style="list-style-type: none"> <li>- CLFHelpLine AK operations including Salesforce, Zoom SMS, Calendly Booking, SharePoint \$7,500</li> <li>- Digital and social promotion driving traffic to centralized CLFHelpLineAK.org offering CLF’s free resource facilitation service, the new Concussion Guidebook for Alaskan Patients and Caregivers, direction to local supporting organizations, and messages of hope \$6,500</li> </ul>

AK mTBI Patient & Caregiver Zoom Peer Support Group Launch: \$8,500  
 - Community-based, CLF-trained facilitator stipend for 2x group meetings/month \$4,000  
 - Facilitator recruitment, training, group maintenance, and reporting \$3,000  
 - Zoom Webinar License \$1,500

Patient & Caregiver Education: \$5,000  
 - Development and digital distribution of micro-topic educational resource leaflets to supplement the long-form AK Guidebook

*Murdock Trust Other Costs*  
 \$6,400 – marketing and distribution of CLFHelpLineAK and micro-topic educational materials

Total Amount to be Funded by the Trust	\$75,000.00
Total Amount Funded by Other Sources	\$19,200.00

**OTHER FUNDING SOURCES**

MJ Murdock Charitable Trust SECURED	\$19,200.00
<b>Total Leveraged Funds</b>	<b>\$19,200.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$50,000.00  
**Grantee:** North Star Community Foundation  
**Grant Term:** September 1, 2024 to June 30, 2025  
**Project Title:** Fairbanks Hopelink Warming Center

### REQUESTED MOTION:

*The Board of Trustees approve a \$50,000 FY25 Partnership grant to the North Star Community Foundation for the Fairbanks Hopelink Warming Center.*

**Assigned Program Staff:** Kelda Barstad

### STAFF ANALYSIS

The Fairbanks Hopelink Warming Center (“the Warming Center”) provides a warm place for unsheltered single adults in the Fairbanks community to stay overnight during the coldest month of the year. A low-barrier overnight warming shelter is needed in Fairbanks due to a growing number of homeless Trust beneficiaries unable to meet the conditions to enter or stay at the year-round shelter. This past winter, the Warming Center opened for three months using private donations and an in-kind facility agreement. Fairbanks Hopelink Warming Center has more formal arrangements in place for FY25 having secured a fiscal agent, the North Star Community Foundation. The organization is close to completing a lease agreement for a larger space and has established relationships with community resources in case a Trust beneficiary in a shelter is experiencing a mental health crisis or needs other emergency services. While an overnight warming shelter is not intended to facilitate connections to services, staff will provide referrals as requested.

Without a low-barrier shelter option in the winter, homeless Trust beneficiaries with active substance use or untreated mental health conditions are at risk of frostbite, amputation, or death from hypothermia. Any person needing shelter for the night during the cold season in Fairbanks is eligible to stay at the shelter. People experiencing homelessness are often Trust beneficiaries, with the largest beneficiary groups consisting of people with a mental health condition or addiction.

## COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 3 Economic and Social Well-being	3.4 Basic needs services	

## PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

### PROJECT DESCRIPTION

The Warming Center protects Trust beneficiaries from the elements and cold-related injuries or death, providing a low-barrier, centrally located, warm, safe place to shelter from the cold. Warm beverages, calorie-dense snacks, comfortable chairs, and blankets are available. The Warming Center has good relations with the Fairbanks Police Department, coordinates with the Fairbanks Mobile Crisis Team for behavioral health emergencies, the FNA Sobering Center, and the Emergency Service Patrol in case transporting to the hospital is necessary.

The problem addressed is the number of unhoused individuals at risk of cold-related injuries or death during Fairbanks' cold winter nights. On the January 30, 2024 Point in Time Count the temperature was 30 degrees below zero. Eight-nine (89) people were identified that night as being unhoused. Advanced age, alcohol addiction, insufficient or wet or damp clothing, and length of time exposed to the cold, all common among those who are unhoused, are among the factors that increase the risk of cold related injuries or death. There are few low-barrier housing resources available in Fairbanks.

The Fairbanks HopeLink Warming Center provides a low-barrier shelter respite, offering warm beverages, calorie-dense snacks, comfortable chairs, and blankets. Equally as important is the sense of dignity and respect afforded guests and how they are treated by trained peer support staff. With hours of operation from 11pm to 7am, the Warming Center offers an alternative to the cold during winter's most dangerous hours. As a low-barrier warming center, it primarily serves Alaska Mental Health Trust beneficiaries: those suffering chronic addiction, developmental disabilities and/or mental illness or a combination. Between February 5 and April 30, 2024, 2,016 documented sign-ins were recorded (duplicated individuals).

In its first season the Center was housed at the edge of Fairbanks' downtown core. The space proved insufficient to the need, and as we face the 2024-25 winter season we are seeking a property of at least 3,000 square feet, located within the area bounded by the Alaska Railroad Industrial Yard to the north and the end of South Cushman Street. Though many people who come to the Center walk from camps beyond these boundaries, this area would serve camps at both ends of the city. We are working with the Downtown Association, faith based groups, and a realtor to facilitate the search.

## PERFORMANCE MEASURES

How much did you do?

- a) Total number (#) of unduplicated Trust beneficiaries served during the project reporting period, broken down by primary Trust beneficiary category.
- b) Number (#) of shelter users, by month.
- c) Total number (#) of nights the shelter was available during the reporting period.

How well did you do it?

- a) Provide a narrative describing the timeline, activities, successes, challenges, and any lessons learned during the grant reporting period.
- b) Number (#) and percentage (%) of participants who were satisfied with the services they received while receiving shelter at the Warming Center.
- c) Number (#) and percentage (%) of participants who felt they were treated with dignity and respect while receiving shelter at the Warming Center.

Is anyone better off?

- a) Number (#) and percentage (%) of participants who felt safe during their stay at the Warming Center.
- b) Number (#) and percentage (%) of participants who were connected with other area-wide service agencies (health care, public benefits, etc.) during the grant reporting period.
- c) Two or more statements from participants (in their own words) that describe how the Warming Center positively impacted their quality of life.

## SUSTAINABILITY

The Warming Center is a member project of the North Star Community Foundation. Currently, the Center is funded by a generous anonymous donor who has committed to supporting the operations through the 2024-25 season. Fairbanks HopeLink is actively pursuing multiple strategies for a sustainable future.

Outreach has been initiated to the broader Alaska donor community to identify potential supporters and philanthropic organizations interested in addressing homelessness and supporting mental health initiatives. This includes applying for grants from other foundations, corporations, and government programs that align with the Warming Center's mission.

Second, community advocacy and engagement are essential components of the sustainability plan. By raising awareness about the systemic issues contributing to homelessness and the critical role of the Warming Center, HopeLink aims to garner broader community support. This involves engaging with local businesses, faith-based organizations, and civic groups to foster partnerships and encourage donations of both funds and in-kind resources.

Ongoing evaluation and demonstration of the Warming Center's impact will be crucial in securing continued funding. By providing clear evidence of the positive outcomes achieved, such as reduced cold-related injuries and improved access to services, HopeLink can make a

compelling case to current and potential funders. The community's response to date has been heartening.

**WHO WE SERVE**

As a low-barrier facility HopeLink’s Warming Center serves the most vulnerable individuals in the community. Most are suffering from substance abuse, mental illness, and/or developmental disabilities, all of which are exacerbated by the traumas of homelessness. 100% of the people served are beneficiaries of the Alaska Mental Health Trust. The Warming Center protects Trust beneficiaries from the elements, cold-related injuries or death, from possible incarceration, or admission to the Emergency Room. Staff are trained to offer connection to other community services. The most important benefits to beneficiaries are access to a low-barrier space where warmth and safety are available seven nights a week during the cold winter of Interior Alaska. The Warming Center coordinates with the Fairbanks Mobile Crisis Team for behavioral health emergencies, the Sobering Center, and the Emergency Service Patrol. Coordinating with state and area-wide agencies, the Peer Support team can provide valuable links to accessing vital services.

With 2,016 documented uses of the Center during the three-month period in winter 2024, it is expected that with the expanded season and capacity, the number of beneficiaries using the Warming Center, will grow.

**ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:**

Mental Illness:	200
Developmental Disabilities:	20
Substance Abuse	200
Number of people to be trained	6

**BUDGET**

Personnel Services Costs	\$50,000.00
Personnel Services Costs (Other Sources)	\$60,201.00
Personnel Services Narrative:	Program coordinator will lead a team of 5-7 on-call part-time staff with variable hours. \$110,201. \$15,743/month for seven months.

Travel Costs	\$0.00
Travel Costs (Other Sources)	\$100.00
Travel Narrative:	Mileage reimbursement for purchasing supplies/consumables.

Space or Facilities Costs	\$0.00
Space or Facilities Costs (Other Sources)	\$54,000.00



Space or Facilities Narrative:	Leased facility, utilities and general liability insurance. Rent: \$36,000, Utilities: \$12,000, Insurance: \$6,000
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Supplies Costs	\$0.00
Supplies Costs (Other Sources)	\$400.00
Supplies Narrative:	Food and beverage purchases for warm tea and soups.

Other Costs	\$0.00
Other Costs (Other Sources)	\$300.00
Other Costs Narrative:	Miscellaneous purchases such as hygiene products, bus tokens: \$300.

Total Amount to be Funded by the Trust	\$50,000.00
Total Amount Funded by Other Sources	\$115,001.00

**OTHER FUNDING SOURCES**

Anonymous donor supporting the programming - secured	\$100,000.00
Roll over from FY24 operating- secured	\$14,000.00
Fund raising drive/support - pending	\$1,001.00
<b>Total Leveraged Funds</b>	<b>\$115,001.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$15,000.00  
**Grantee:** Hospice of Anchorage  
**Grant Term:** September 1, 2024 to August 31, 2025  
**Project Title:** Dementia Care Connection Project

### REQUESTED MOTION:

*The Board of Trustees approve a \$15,000 FY25 Partnership grant request to Hospice of Anchorage for the Dementia Care Connection Project.*

**Assigned Program Staff:** Kelda Barstad

### STAFF ANALYSIS

Hospice of Anchorage serves as a community resource for patients with Alzheimer’s disease or related dementia (ADRD) navigating their end-of-life journey. Trust funds are requested to support their Resource Center, which offers free tools and resources that will be distributed to patients, to caregivers, and anyone in the community with ADRD. These tools include robotic pets, music players, fidget blankets, and dementia care tool kits. Environmental interventions are the most successful types of interventions for advanced ADRD to reduce feelings of isolation and improve interpersonal connection. Hospice of Anchorage coordinates with Alzheimer’s Resource of Alaska to maximize the available resources in Anchorage.

The Dementia Care Connection project is recommended for funding. Trust beneficiaries who have ADRD have significant gaps in the continuum of care and difficulty finding services. Those also receiving end of life care will find comfort in the items provided to them while their caregivers benefit from information and resources. This project aligns with the Housing and Home and Community Based Services focus area.

## COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 7 Services in the Least Restrictive Environment	7.2 Long-term services & supports	

## PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

### PROJECT DESCRIPTION

The Dementia Care Connection project will increase the quality of life for those in the Anchorage Municipality living with Dementia and Alzheimer's Disease who are socially isolated and navigating their end-of-life journey. Funding will allow us to deliver innovative resources that increase meaningful interactions between clients and their family members or caregivers. The project aims to decrease feelings of isolation and withdrawal and increase connection between our clients and their families/caregivers.

According to the Alaska Department of Health, Division of Public Health, "Alaska has the fastest growing population of adults 65 and older in the United States. An estimated 10% of Alaska seniors have Alzheimer's Disease and related types of Dementia. The number of Alaskans with Alzheimer's disease is expected to reach 11,000 in 2025." The goal of Hospice of Anchorage's community-based Resource Center is to keep Alaskans safe in their homes for as long as possible by providing free tools and resources aimed at improving outcomes for those living with Alzheimer's and Dementia related illnesses. The goal is for Trust beneficiaries to experience an increased quality of life and have meaningful interactions with their family members or caregivers. Using robotic pets, baby dolls, activities, and safety items, we expect those suffering from Alzheimer's and Related Dementia will experience a sense of calm and decreased agitation. The use of these tools will increase the feeling of connection between these vulnerable adults and their families and caregivers.

One of the ways individuals with ADRD express anxiety or agitation is in their hand movement. They begin to "fidget", pulling at clothes or blankets, often wringing their hands or rubbing their hands together. Fidget blankets/muffs are one way to restore calm. Research shows that robotic pets and baby dolls can increase the quality of life for those with Dementia and who are feeling socially isolated and lonely.

Families and caregivers report that safety items such as chair alarms, door alerts, automatic pill dispensers and Dementia clocks could help reduce caregiver anxiety and stress while caring for their loved one. The funds provided by this AMHTA grant will help purchase tools and resources that are proven to benefit those living with ADRD and to deliver innovative resources that increase meaningful interactions between individuals and their family members and caregivers.

Hospice of Anchorage has reached out to community members, medical partners, and Alzheimer's Resource of Alaska to collaborate on which resources can best help those in need in the Anchorage community. Careful consideration went into the discussion of what dementia

resources can benefit those experiencing this disease and how local agencies can partner to help Anchorage's growing ADRD population.

## PERFORMANCE MEASURES

How much did you do?

- a. Total number (#) of unduplicated Trust beneficiaries served during the reporting period.
- b. Total number (#) of unduplicated secondary beneficiaries (family members/caregivers) served during the reporting period.
- c. Total number (#) of dementia care items distributed, by category (i.e., # of robotic pets, # of fidget items, # of alarm clocks, etc.) during the reporting period.

How well did you do it?

- a. Provide a narrative that describes the timeline, activities, successes, challenges, and any lessons learned during the project. Please include electronic photographs (in PDF format) of the dementia care items that were available for distribution to participants, as well as any outreach materials that were developed to advertise the program.
- b. Number (#) and percentage (%) of participants and/or their care givers who felt they were treated with dignity and respect during the project.

Is anyone better off?

- a. Provide pre-post survey data from participants that demonstrates quality of life outcomes (mood, well-being).
- b. Two or more stories from participants and/or their family member/caregiver that describe how participating in the project has impacted their quality of life and/or overall well-being.

## SUSTAINABILITY

Hospice of Anchorage believes in the value of providing Alzheimer's and Dementia tools to the Anchorage community. As the resources are consumables, community members will not return them when they are no longer needed, leading to more stress for the families/caregivers in an already stressful time. The proposed funds from this grant will supplement supplies already in the Resource Center, provided by a past AMHTA grant and individual grants and donations. As the agency is a non-profit that relies on donations and grants for all funding, grants and donations from the community will be solicited as future needs arise.

## WHO WE SERVE

Hospice of Anchorage serves as a community resource for Alzheimer’s and Dementia clients within the Anchorage municipality who are navigating their end-of-life journey. Individuals with Dementia deserve every tool available to help them live their best lives. The larger agency work serves individuals at end-of-life and their family caregivers with dignified care and support.

## ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:

Alzheimer’s Disease & Related Dementias:	154
Secondary Beneficiaries(family members or caregivers providing support to primary beneficiaries):	462
Number of people to be trained	10

## BUDGET

Personnel Services Costs	\$2,600.00
Personnel Services Costs (Other Sources)	\$17,400.00
Personnel Services Narrative:	Administrative Program Assistant - .25 FTE for six months (5 hours a week and \$20 per hour for a total of 26 weeks, \$2,600)

Supplies Costs	\$9,600.00
Supplies Costs (Other Sources)	\$0.00
Supplies Narrative:	15 cat fidget muffs at \$40/each=\$600 15 dog fidget muffs at \$40/each=\$600 15 chair alert systems at \$60/each=\$900 13 door alarms at \$40/each=\$520 10 fidget wrist cuffs at \$16/each=\$160 32 Robotic cats at \$125/each=\$4,000 36 Dementia Baby Dolls at \$50/each=\$1,800 8 Automatic Pill Dispensers at \$60/each=\$480 10 Dementia Clocks at \$35/each=\$350 10 Reusable Dementia Water Painting Sets \$19/each=\$190

Other Costs	\$2,800.00
Other Costs (Other Sources)	\$0.00
Other Costs Narrative:	Marketing, printed materials and postage.

Total Amount to be Funded by the Trust	\$15,000.00
Total Amount Funded by Other Sources	\$17,400.00

## OTHER FUNDING SOURCES

State of Alaska, Senior-In-Home Grant-pending	\$17,400.00
<b>Total Leveraged Funds</b>	<b>\$17,400.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$2,500.00  
**Grantee:** All Alaska Pediatric Partnership  
**Grant Term:** September 1, 2024 to November 30, 2024  
**Project Title:** Sponsorship of the 2024 All Alaska Pediatric Symposium

### REQUESTED MOTION:

*The Board of Trustees approve a \$2,500 FY25 Partnership grant to the All Alaska Pediatric Partnership for the Sponsorship of the 2024 All Alaska Pediatric Symposium.*

**Assigned Program Staff:** Tina Voelker-Ross

### STAFF ANALYSIS

The All Alaska Pediatric Partnership (A2P2) hosts the Alaska Pediatric Symposium at the Marriot Hotel in Anchorage on November 8-9, 2024. This in-person event will offer education and training related to evidence-based best practices and innovations in pediatric healthcare to healthcare professionals from around the state. A2P2 is requesting \$2,500.00 to help cover the conference's IT and venue needs. It is anticipated that 135 professionals will receive training and knowledge at this event.

Trust staff recommends fully funding this request.

### COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 1 Early Childhood	1.2 Accurate identification & Tx for children	

### PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

## **PROJECT DESCRIPTION**

The All Alaska Pediatric Symposium is an event that attracts a cross-sector of healthcare professionals focused on providing care and services to Alaska's children and their families. The pediatric symposium fills a need for providers and professionals to receive training on the latest best practices and innovations, earn medical continuing education credits and ways they can improve their practices, and the services provided to patients without having to travel. The 2024 hybrid symposium will offer two full days' worth of clinical talks on various medical and child mental health topics, including many pertinent to AMHTA's beneficiaries. We are requesting funding to cover conference logistical expenses.

The All Alaska Pediatric Symposium is an event that attracts a cross-sector of healthcare practitioners and professionals focused on providing care, treatments, and services to Alaska's children and their families. The pediatric symposium fills a need for providers and professionals to receive training on the latest best practices and innovations, earn medical continuing education credits, and learn about ways they can improve their practices and the services they provide to their patients without having to travel out of state and miss workdays. The 2024 hybrid symposium (in-person and live streaming) will offer two full days' worth of clinical talks on various medical and child mental health topics, including many pertinent to AMHTA's beneficiaries.

In our continued efforts to deliver relevant and timely information and training to Alaska's community of medical providers, we will offer various talks tailored to address the unique and complex challenges of providing care to Alaska's pediatric population, including Trust beneficiaries.

We are requesting funding to cover conference logistical expenses, including audio-visual support and venue expenses.

## **PERFORMANCE MEASURES**

How much did you do?

- a) Number (#) of unduplicated healthcare professionals trained.
- b) List of disciplines trained and list of affiliation.
- c) Number (#) and list of communities represented.
- d) Number (#) of attendees who received continuing education credits.

How well did you do it?

- a) Provide a brief narrative describing the activities, successes, challenges experienced, and any lessons learned during the planning phase of the conference, as well as the event itself. Be sure to attach an electronic copy of the conference agenda/program.
- b) Number (#) and percentage (%) of attendees reporting satisfaction with the summit.



Is anyone better off?

- a) Number (#) and percentage (%) of attendees who felt they gained skills/knowledge that will be used to improve the lives of the Trust beneficiaries they serve.
- b) Two stories from attendees describing (in their own words) how knowledge gained at the Conference will directly or indirectly help Trust beneficiaries within their community.

**SUSTAINABILITY**

A2P2 is committed to providing the All Alaska Pediatric Symposium on an annual basis. We have seen this educational opportunity grow in attendance and support. To ensure the sustainability of this event, we leverage a combination of registration, sponsorships and grants from private and public agencies, including several out-of-state hospitals. This blending of funds ensures our ability to maintain the level and quality of the event from year-to-year.

**WHO WE SERVE**

The All Alaska Pediatric Symposium is a general pediatrics conference with talks on a variety of topics pertaining to all kids, including those that fall in the AMHTA beneficiary group or aimed at preventing children from becoming beneficiaries.

Applicable talks we are considering for this symposium: Trauma-informed alternatives to Institutional Care: addressing the over-use of restrictive levels of care, especially for Alaska Native and American Indian children and youth; First Approach Skills Training for Anxiety (FAST-A): Free Evidence-Based Treatment Tools for Pediatric Providers; Partnering with Schools – the changing landscape of healthcare in schools; and The Impacts of Nicotine: Trends in Alaska and How to Support Youth Cessation.

**ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:**

Number of people to be trained	135
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**BUDGET**

Other Costs	\$2,500.00
Other Costs (Other Sources)	\$26,000.00
Other Costs Narrative:	These funds will assist with overall venue and IT costs (to include Whova for the live-streaming.) We will be renting and hosting the event at the Marriott Hotel, which like other venues in the area has raised its costs this year. We will also be offering a hybrid streaming conference, so in addition to higher facilities expense we will have increased audio-visual expenses.
Total Amount to be Funded by the Trust	\$2,500.00

Total Amount Funded by Other Sources	\$26,000.00
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**OTHER FUNDING SOURCES**

The Children’s Hospital at Providence SECURED	\$6,000.00
Seattle Children's Hospital SECURED	\$6,000.00
Alaska Native Medical Center SECURED	\$5,000.00
Fairbanks Memorial Hospital/Foundation Health Partners SECURED	\$2,000.00
Intermountain Primary Children's Hospital SECURED	\$6,000.00
Alaska Pediatric Surgery PENDING	\$1,000.00
<b>Total Leveraged Funds</b>	<b>\$26,000.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$2,500.00  
**Grantee:** Alaska Hospital & Healthcare Association  
**Grant Term:** September 1, 2024 to September 30, 2024  
**Project Title:** Alaska Hospital & Healthcare (AHHA) Annual Conference

### REQUESTED MOTION:

*The Board of Trustees approve a \$2,500 FY25 Partnership grant to the Alaska Hospital & Healthcare Association for the Alaska Hospital & Healthcare (AHHA) Annual Conference.*

**Assigned Program Staff:** Janie Caq’ar Ferguson

### STAFF ANALYSIS

The Alaska Hospital & Healthcare Association (AHHA) is a key partner for systems and capacity improvements related to healthcare access for Trust beneficiaries statewide. AHHA requests Trust sponsorship for their annual conference to be held September 24-25 at Alyeska Resort in Girdwood, Alaska.

Participation in the conference and trainings will provide medical and behavioral health providers with access to experts in all aspects of healthcare delivery and administration. The trainings will also provide didactic fundamentals of hospital and healthcare services and delivery, allowing providers to increase their competency and skills and begin implementation immediately with patients.

The anticipated Beneficiaries served secondarily through this project include those being served by the 180 providers trained. AHHA has secured various funds to implement the conference and training.

### COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 9 Workforce, Data, & Funding	9.2 Workforce competencies	Expand and enhance training and professional development opportunities for all healthcare and behavioral health professionals.

## PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

### **PROJECT DESCRIPTION**

The Alaska Hospital & Healthcare Association (AHHA) is a key partner for systems and capacity improvements related to healthcare access for Trust beneficiaries statewide. AHHA is requesting sponsorship support for its annual conference that brings together leaders, providers, partners, and stakeholders across Alaska's continuum of care to focus on current issues impacting Alaska healthcare.

AHHA holds an annual conference to bring together member facilities and healthcare partners from across the state to focus on current issues impacting Alaska healthcare. The conference provides an opportunity for Alaska's healthcare partners to learn from experts, collaborate, and share ideas and best practices. We convene stakeholders to strengthen practices and partnerships with the goal of building an innovative, sustainable system of care for all Alaskans. Keynote presentations this year will include Health Equity, Workplace Violence, Inclusive Leadership, Artificial Intelligence, and Long-Term Care. We anticipate approximately 175-190 attendees from hospitals, nursing homes, and behavioral health, home health and hospice, and assisted living providers serving communities across the entire state.

## PERFORMANCE MEASURES

How much did you do?

- a) Number (#) of unduplicated individuals in attendance.
- b) Number (#) and list of communities represented.

How well did you do it?

- a) Provide a brief narrative describing the activities, successes, challenges experienced, and any lessons learned during the planning phase of the conference, as well as the event itself. Be sure to attach an electronic copy of the conference agenda/program.
- b) Number (#) and percentage (%) of attendees reporting satisfaction with the conference.

Is anyone better off?

- a) Number (#) and percentage (%) of attendees who felt they gained skills/knowledge that will be used to improve the lives of the Trust beneficiaries they serve.
- b) Two stories from attendees describing (in their own words) how knowledge gained at the Conference will directly or indirectly help Trust beneficiaries within their community.

## SUSTAINABILITY

Each year, we seek sponsorship from a wide range of community partners. This funding, along with registration fees, helps us cover the operational costs associated with hosting the event.

## WHO WE SERVE

Strengthening the capacity of Alaska’s hospitals, long-term care facilities, and other healthcare partners will ultimately improve access to high quality healthcare for all Alaskans. Together, AHHA members and partners work to address issues like healthcare workforce shortages, behavioral health resources, maternal health outcomes, and patient safety. When facilities and providers across the state work collaboratively to share resources, data, and practices, all Alaskans benefit.

## ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:

Number of people to be trained	180
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## BUDGET

Personnel Services Costs	\$0.00
Personnel Services Costs (Other Sources)	\$10,000.00
Personnel Services Narrative:	A/V - fees for contracted staff / equipment

Space or Facilities Costs	\$0.00
Space or Facilities Costs (Other Sources)	\$60,000.00
Space or Facilities Narrative:	Our venue is Alyeska Resort which charges fees for use of their facilities and meals.

Supplies Costs	\$0.00
Supplies Costs (Other Sources)	\$5,500.00
Supplies Narrative:	Banners, programs, table tents, decorations, and other printed materials for the conference.

Other Costs	\$2,500.00
Other Costs (Other Sources)	\$40,000.00
Other Costs Narrative:	Speaker fees - we have four national speakers who charge speaking fees along with travel expenses; two additional speakers are providing pro-bono services.

Total Amount to be Funded by the Trust	\$2,500.00
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Total Amount Funded by Other Sources	\$42,000.00
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**OTHER FUNDING SOURCES**

Alaska Imaging (secured)	\$3,000.00
Aurora Integrated Health (secured)	\$7,500.00
GCI (secured)	\$7,500.00
Maniilaq Health Center (secured)	\$3,000.00
Mountain Pacific (secured)	\$3,000.00
VMFH Care Network (secured)	\$2,500.00
Wilderness Medical Staffing (secured)	\$3,000.00
Hall Render (secured)	\$7,500.00
UAA (secured)	\$5,000.00
<b>Total Leveraged Funds</b>	<b>\$42,000.00</b>

## MEMO

**To:** Board of Trustees  
**Date:** August 29, 2024  
**Re:** FY25 Partnership Grant Request  
**Fund Source:** FY25 Partnerships (Page 2, Line 13 FY25 Budget)  
**Amount:** \$2,500.00  
**Grantee:** Alaska State Association for Guardianship and Advocacy  
**Grant Term:** September 1, 2024 to October 31, 2024  
**Project Title:** ASAGA Annual Conference Fueling Our Foundation

### REQUESTED MOTION:

*The Board of Trustees approve a \$2,500 FY25 Partnership grant to the Alaska State Association for Guardianship and Advocacy for the ASAGA Annual Conference - Fueling Our Foundation*

**Assigned Program Staff:** Eric Boyer

### STAFF ANALYSIS

The Alaska State Association for Guardianship and Advocacy (ASAGA) is holding its annual conference this fall and is requesting \$2,500.00 to support the cost of its keynote speaker fees and venue rental. If approved, this grant funding would be allocated from the Trust Non-Focus Area Partnership budget line. ASAGA volunteers manage and facilitate the conference, which helps keep event costs down. The Alaska Court System and Office of Public Advocacy also lend their support in putting on the conference.

This conference will equip beneficiaries, families, and community providers with information and advocacy rights about guardianship and conservatorship. The venue will provide a statewide forum for ASAGA stakeholders to build community and support for improving the lives of beneficiaries. This proposal supports Goal 6 of the Comp Plan, Protecting Vulnerable Alaskans. The ASAGA request is recommended for full funding by Trust program staff.

### COMP PLAN IDENTIFICATION

Goal	Objective	Comments
Goal 6 Protecting Vulnerable Alaskans	6.5 Rights and responsibilities for Alaskans	

## PROJECT DESCRIPTION

*The following is excerpted from the prospective grantee's application.*

### PROJECT DESCRIPTION

ASAGA is a committed partner to all beneficiaries and stakeholders in adult guardianship and conservatorship. Our annual conference brings together people from different disciplines and roles to discuss current issues, trends, and educational opportunities.

Adult guardianship and conservatorship in Alaska have experienced a difficult and stressful couple of years. Tensions are high between stakeholders; families are struggling, and those subject to court appointments have not received the services they should have. While ongoing education on parameters that affect guardianship is essential, so is the concept of team building, community connections, and the understanding that we must work together for our community to overcome adversity and thrive. All beneficiary groups can be impacted by guardianship and conservatorship, and our focus will be on those stakeholders serving them, ensuring good intentions, effective communication, and positive connection. We have the support of the Alaska Court System and the Office of Public Advocacy and anticipate having several community providers in attendance. While one day won't fix many pressing issues, every opportunity for our community to come together to learn and network is one step closer to a thriving system. ASAGA is a statewide service, and the conference will be held in Anchorage.

## PERFORMANCE MEASURES

How much did you do?

- a) Number (#) of unduplicated individuals in attendance.
- b) Number (#) and list of communities represented.

How well did you do it?

- a) Provide a brief narrative describing the activities, successes, challenges experienced, and any lessons learned during the planning phase of the conference, as well as the event itself. Be sure to attach an electronic copy of the conference agenda/program.
- b) Number (#) and percentage (%) of attendees reporting satisfaction with the conference.

Is anyone better off?

- a) Number (#) and percentage (%) of attendees who felt they gained skills/knowledge that will be used to improve the lives of the Trust beneficiaries they serve.
- b) Two stories from attendees describing (in their own words) how knowledge gained at the Conference will directly or indirectly help Trust beneficiaries within their community.

## SUSTAINABILITY

This is a one-day conference and further funding will only be necessary should ASAGA continue holding annual conferences. ASAGA has enjoyed a long-standing positive relationship with the Trust and our programs as well as our other conference partners.



## WHO WE SERVE

Guardianship and conservatorship impact all of the beneficiaries served by the Trust as well as the secondary beneficiaries. The more families and community providers understand about guardianship and conservatorship; the better those beneficiaries are advocated for. The better our stakeholders can effectively work together, the better the beneficiaries are supported. Good relationships between different disciplines will only better protect adults with vulnerabilities as well as ensure proper tools are used across the decision-making continuum. It is the goal of ASAGA that the conference can serve as a platform to relationship repair, community networking and forward-thinking approaches.

## ESTIMATED NUMBERS OF BENEFICIARIES SERVED EXPERIENCING:

Secondary Beneficiaries(family members or caregivers providing support to primary beneficiaries):	75
Number of people to be trained	75

## BUDGET

Personnel Services Costs	\$0.00
Personnel Services Costs (Other Sources)	\$1,500.00
Personnel Services Narrative:	ASAGA is an all-volunteer non-profit however volunteers will assist with the conference committee and are on hand the day of the event to help with registration and other related activities. ASAGA's partnership with the Alaska Court System allow for their staff's participation on the day of.

Travel Costs	\$1,500.00
Travel Costs (Other Sources)	\$0.00
Travel Narrative:	We will be paying for the airfare, hotel and per diem for the Nevada speaker and at this time are estimating \$1500.00.

Space or Facilities Costs	\$407.00
Space or Facilities Costs (Other Sources)	\$0.00
Space or Facilities Narrative:	The BP Energy Center, while has a low cost, does have a fee for our volunteers to set up the day prior and then to facilitate the event on the day of.

Supplies Costs	\$250.00
Supplies Costs (Other Sources)	\$0.00

Supplies Narrative:	We are planning a team building activity in the morning and in need of a subscription to a software to assist as well as supplies for name tags and distribution materials.
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Equipment Costs	\$0.00
Equipment Costs (Other Sources)	\$0.00
Equipment Costs Narrative:	BP Center has and allows for the equipment to be used by the participating vendors. It is unknown of the cost.

Other Costs	\$343.00
Other Costs (Other Sources)	\$500.00
Other Costs Narrative:	ASAGA does need to bring in an extra laptop and equipment to monitor and manage the Zoom participants along with the subscription for Zoom.

Total Amount to be Funded by the Trust	\$2,500.00
Total Amount Funded by Other Sources	\$2,000.00

**OTHER FUNDING SOURCES**

ASAGA	\$2,000.00
<b>Total Leveraged Funds</b>	<b>\$2,000.00</b>

# **Resource Management Committee Report / Update**

# Memorandum



**To:** Anita Halterman, Chair of the Board of Trustees  
**Through:** Allison Biastock, Acting Chief Executive Officer  
**From:** Jusdi Warner, Executive Director  
**Date:** August 15, 2024  
**Subject:** July 30, 2024 – Resource Management Committee Meeting Summary

The Resource Management Committee met on July 30, 2024. Trustees received an update of key TLO activities from the Executive Director Report, an update on the Icy Cape Project, and a Commercial Real Estate update in Executive Session. One approval for Promontory Point Financing and one consultation for a negotiated sale, MHT 9400815 to USACE, was presented to the committee and subsequently presented at a Special Board of Trustees meeting July 31, 2024, and approved/concurred by the full board, due to the time sensitivity of the proposed actions; these matters are complete. Additionally, the committee received two (2) approval requests and two (2) consultations. All approvals and consultations from the July RMC move to the full board of trustees for approval/concurrence, as well as one consultation from the April RMC.

**Board Action Required:** *The following proposed actions requiring full board of trustees’ approval/concurrence were recommended to the full board of trustees at the July 30<sup>th</sup> RMC Meeting:*

## **Meeting Summary:**

### **1. Approval – Trust Authority Building Options**

**MOTION:** *“Regarding the Trust Authority Building (TAB), the Board of Trustees has reviewed the eight future TAB management options presented by the Trust Land Office (TLO) at the July 30, 2024, RMC meeting and directs the TLO to research those options and to provide additional information about those options before the Board at a later date.”*

**Anticipated Revenues/Benefits:** In September of 2012 the TLO was notified that the TAB’s mechanical systems were going to need major renovations at some point in the near term through the completion of an energy audit on the TAB and in April of 2013 the TLO notified the RMC. Under the governance structure the TLO ED was required to have CEO approval before presenting at the Committee and the Board of Trustees. The TLO ED brought requests to the CEO to improve the building, but were ultimately not approved to go to the Trustees. Since 2018, the Trust has spent nearly \$400,000 on repairs to keep the building functional and safe. Presently, after almost 40 years of use, the TAB’s mechanical systems are at the end of their useful life and at risk of failure. This includes HVAC components (roof top unit, boiler, controls, and piping), elevator components, and fire alarm system/panel components. These repairs and renovations will cost more than 10% of the building’s appraised value, which then triggers the requirement to conform with Anchorage Municipal Code Title 21.12.060C. Title 21 requires all commercial buildings that have nonconforming characteristics of use and that are completing repair work that costs more than 10% of the appraised value of the structure to

spend a minimum of 10% of the total project cost on code compliance improvements, adding additional cost to any repair or renovation work. Given the magnitude of the cost involved in repairing and renovating the existing systems, it was deemed prudent to consider alternative options.

## 2. Approval – Subdivision Development Project Additions

*MOTION: “The Alaska Mental Health Trust Authority board of trustees approve the additional potential subdivisions proposed as part of the statewide Subdivision Development Program with funding from the Trust Land Office Development Account (TLODA).”*

**Anticipated Revenues/Benefits:** This motion is being offered to maximize return for the trust. The projects are in addition to the projects approved by the board in July 2023. No additional funding is requested, and these additional projects have been identified as having potential for development activities.

## 3. Consultation - Opportunity Placer LLC – Ester & Willow Creek – MHT 9400902

*MOTION: “The Alaska Mental Health Trust Authority board of trustees concur with the negotiated lease of Trust mineral estate on FM-0909 & FM-0910 on Ester and Willow Creek for the exploration and development of placer gold, as proposed.”*

**Anticipated Revenues/Benefits:** Revenues will consist of an annual rental fee of \$5,000, which can be credited against production royalty as it accrues for that year. Any production that occurs is subject to a 10% net royalty. In addition, the areas that are mined will be reclaimed according to current state standards. Along with monetary benefits, any and all data gathered from exploration efforts is to be submitted to the TLO which will aid in future management of the parcels.

## 4. Consultation - Matanuska Telecom Association Term Easement for Fiber Optic infrastructure within Trust parcel SM-1747 - MHT 9201024

*MOTION: “The Resource Management Committee recommends that the Alaska Mental Health Trust Authority board of trustees concur with the Executive Director of the Trust Land Office’s (TLO) decision to issue a term easement on a portion of Trust parcel SM-1747, as depicted in exhibit A, for the purpose of fiber optic infrastructure.”*

**Anticipated Revenues/Benefits:** This proposal provides the Executive Director with an opportunity to generate revenue valued at \$8,540.80 annually and \$170,816 over the 20-year term. The authorization is subject to MTA’s Master Utility Agreement, serialized as MHT 9200605, containing provisions to modify the annual fee via the Consumer Price Index every 5 years. An ancillary benefit to the Trust and its beneficiaries is the improvement of access to communication technology for beneficiary access to telemedicine services.

**Board Action Required:** *The following proposed action requiring full board of trustees’ concurrence was recommended to the full board of trustees at the April 25<sup>th</sup> RMC Meeting:*

## 5. Consultation – Mineral Lease Amendment - MHT 9400248

*MOTION: ““The Alaska Mental Health Trust Authority board of trustees concur with the decision to amend MHT 9400248, a negotiated mineral lease, to include approximately 3,016 additional*

*acres of Trust lands described and attached hereto in Exhibit B surrounding Livengood, expanding to an aggregate 12,986 acres, more or less, of Trust property.”*

**Anticipated Revenues/Benefits:** Revenues from this proposal will be received as up to \$170,000 in annual rent (income) for the life of the lease, until development of the mine has begun. If and when the project reaches commercial production, an established net royalty (principal) would be the primary revenue source for the project, ranging from 2.5% - 5.0% (depending on the price of gold at the point of sale) of the net smelter returns.



**To:** Corri Feige, Chair  
Resource Management Committee  
**Through:** Jusdi Warner, Executive Director  
**From:** David MacDonald, Chief Real Estate Officer  
**Date:** July 30, 2024  
**Re:** Trust Authority Building Repair/Renovation Options  
**Fiscal Year:** 2025

Approval

**Proposed Motion:**

**Proposed Motion:** “Regarding the Trust Authority Building (TAB), the Resource Management Committee has chosen from the eight future TAB management options presented by the Trust Land Office (TLO) at the July 30, 2024 meeting and directs the TLO to research those Committee’s chosen options and to provide additional information about those chosen options before this Committee at a later date.”

**Background:**

**Property Description/Acreage/MH Parcel(s):** Trust Authority Building (TAB) located at 3745 Community Park Loop, Anchorage, Alaska / Lot 2, Block 1, of the Community Park Alaska Subdivision, containing 4.08 acres, more or less / SM-1524.

**General Background:** The TAB (formerly the Family Resources Center) was constructed in 1985 for, and has been in, use as a social service building for nearly forty years. The site is an irregular-shaped interior lot containing approximately 177,550 square feet (SF). The structure located on the lot is a steel frame construction building. The gross building area is approximately 24,850 SF, plus a 748 SF roof-mounted clerestory and a 336 SF mechanical penthouse. Approximately 21,900 SF is unit space available for rent. There is also approximately 1,000 SF of roof patio area accessible from the second story. Presently, the building is occupied by the Trust Authority (no rent or lease term), Long-Term Care Ombudsman (at market rent monthly; leased month-month, but renewed annually on July 1<sup>st</sup> with CPI adjustment), and Anchorage School District (at market rent monthly; lease terminates 7/31/2025).

The building has a gross building area of approximately 15,850 SF on the ground level and approximately 9,000 SF on the second level. The building has a sprinkler system and an elevator and is ADA accessible. The site is heavily landscaped.

The site was originally Mental Health Trust land managed by the State. In 1978, State law was changed making it possible for the Municipality of Anchorage to select the parcel from the State as part of its municipal entitlement. Subsequently, the State transferred the parcel to the Municipality and the building was constructed on the site. The Municipality's Heritage Land Bank, which manages municipal property, leased the land for 20 years (1984-2004) for \$1 per year. The Municipality returned the land to the Mental Health Trust Authority and was able to select other state land. Thus, the Trust Authority, as owner of the property, became the lessor of the building. The facility has always been considered a public building and is intended to remain as such.

The Trust received title to the property and the 24,850 SF office building subject to an existing 20-year lease to Family Resource Center, Inc (FRC). After the initial lease term, the Trust Authority extended the lease to FRC and increased the rental rate, though the rate was still reduced from then current rental rates to allow FRC time to transition to market rates. In February 2005, the Trust Authority allowed FRC to modify and transfer its lease to Camp Fire USA, one of its founding partners, for a portion of the building at a reduced rental rate to accommodate Camp Fire's need for time to find adequate alternative space. On January 18, 2005, the FRC offered to purchase the building and associated real property from the Trust.

The TLO consulted with the Alaska Mental Health Trust Authority on April 19, 2005, to sell the building to FRC, while retaining the land under a long-term ground lease, subject to a new appraisal confirming the building and land values. The Alaska Mental Health Trust Authority Board of Trustees specified that the TLO consult with the Board's Resource Management Committee (RMC) at each step of the process. At the May 16, 2005, RMC meeting, the TLO discussed the new appraisal, which valued the building significantly less than anticipated, thereby making it uneconomic to sell. The rationale for finding the sale of the building in the best interest of the Trust could not be justified. Therefore, the RMC directed the TLO to evaluate leasing the building and potentially retaining a portion of the building for an Alaska Mental Health Trust Authority Office.

The TLO consulted with the AMHTA at its June 1, 2005, board meeting to retain and remodel the second floor of the building to be used by the Trust Authority as its administrative headquarters. The AMHTA Board approved allocations to renovate the building. The Board also authorized the Trust Authority use of space at less than fair market value pursuant to the provisions of 20 AAC 40.710 and based upon a finding that such action is in the best interests of the beneficiaries.

In 2012 the Trust was notified that the TAB's mechanical systems were going to need major renovations at some point in the near term. Again in 2017, it was brought to the Trust's attention that the TAB's mechanical systems were starting to show signs of potential failure and since 2018, the Trust has spent nearly \$400,000 on repairs to keep the building functional and safe. Presently, after almost 40 years of use, the TAB's mechanical systems are at the end of their useful life and at risk of failure. This includes HVAC components (roof top unit, boiler, controls, and piping), elevator components, and fire alarm system/panel components. These repairs and renovations will cost more than 10% of the building's appraised value, which then triggers the requirement to conform with Anchorage Municipal Code Title



21.12.060C. Title 21 requires all commercial buildings that have nonconforming characteristics of use and that are completing repair work that costs more than 10% of the appraised value of the structure to spend a minimum of 10% of the total project cost on code compliance improvements, adding additional cost to any repair or renovation work.

Given the magnitude of the cost involved in repairing and renovating the existing systems, it was deemed prudent to consider alternative options. Outlined below are the relevant options to consider regarding how to proceed with the Trust’s use and management of the TAB.

**TAB Repair/Renovation Options:**

No.	Scenario	Square Feet	Cost PSF	Contingency	Cost	Rounded*
1	Partial renovation	24,850	\$250.00	10%	\$6,833,750	\$7,000,000
2	Full renovation	24,850	\$575.00	10%	\$15,717,625	\$16,000,000
3	Redevelop in kind	24,850	\$750.00	10%	\$20,501,250	\$20,500,000
4	Redevelop for TAO solely	10,000	\$750.00	10%	\$8,250,000	\$8,250,000
5	Redevelop for TAO & TLO	18,000	\$750.00	10%	\$14,850,000	\$15,000,000
6	Buy alternative building	10,000	\$600.00	10%	\$6,600,000	\$6,600,000
7	Lease alternative space	10,000	\$2.25	10%	\$297,000	\$300,000/Year
8	Vacate ASD & delay decision	N/A	Costs are not applicable though income will be lost.			

\* Excludes moving costs, furniture, etc. Cost of lease excludes annual escalations.

**Option 1 – Partial Renovation\***

This option essentially reflects doing the minimum work necessary to prevent catastrophic failure of the critical building systems. Keep in mind that after 40 years of use, the mechanical systems are at the end of their useful life. This specifically includes HVAC components (roof top unit, boiler, controls, and piping), elevator components, and fire alarm system/panel components. And as these repairs and renovations will cost more than 10% of the building’s appraised value, compliance with Title 21 will be required.

It should also be noted that the work, estimated to take twelve months, will require the existing tenants to vacate the building. Our expectation is that tenants other than AMHTA, notably the Anchorage School District (ASD), will move only once and not return to the building.

While the cost involved in the partial renovation is significant, it is important to understand that various items will remain as they are and that they won’t last forever. Based on conversations with our architects and contractors, we will ultimately have additional repair items to deal with over the coming years that will bring the costs up to levels similar (in current dollar terms) to those involved in the full model. The difference will be how much inflation will come into play, how many times the occupancy is disrupted, and the duration of such disruptions.

**Option 2 – Full Renovation\***

This option goes beyond the repairs and renovations listed above to include all building systems (mechanical, electrical and plumbing), as well as energy efficiency upgrades (insulation, windows, etc.), roofing, and bringing the building up to, or near, existing building code. The exterior would also be refreshed for a better branding and aesthetic appeal, as well as the interior, which could potentially be reconfigured for better efficiency. Lastly, the board meeting room could be upgraded to a state-of-the-art facility with improved electronics and telecommunications capabilities.

As these renovations will be needed eventually, and considering the magnitude of the disruptions to occupancy, we believe it will be worth doing at one time while the building is empty. And rather than doing it piecemeal, the full renovation should last multiple decades (maintenance will still be needed of course but not wholesale replacements or renovations).

#### Option 3 – Redevelop in Kind

Option 3 shows the estimated cost that would be associated with demolishing the existing building and replicating it with a newly built structure of similar form but with modern systems and functionality. Given the substantially higher cost, and considering the irregular (inefficient) layout, this is not considered a practical option to pursue.

#### Option 4 – Redevelop for TAO solely\*

Option 4 represents the scenario wherein the existing building would be demolished and replaced with a new building housing only the TAO and the board meeting room. For the purpose of a quick comparison, we have estimated such a building would comprise approximately 10,000 square feet. The benefit of this scenario is a lower overall cost which still provides a state-of-the-art facility with a long, multi-decade lifespan.

#### Option 5 – Redevelop for TAO & TLO

Option 5 is a scenario wherein the existing building would be demolished and replaced with a new building housing the TAO, TLO and the board meeting room. Again, for the purpose of quick comparison, the building size estimated for this scenario is approximately 18,000 square feet. In addition to having a state-of-the-art facility with a multi-decade lifespan, the benefit of this scenario is the ability to house the Trust, in its entirety, under one roof.

#### Option 6 – Buy Alternative Building

Option 6 involves the costs estimated to buy an alternative building for the TAO to relocate to. Relying on the 10,000-square foot estimate, we have estimated the cost at roughly \$5.5mm based on a purchase price of approximately \$200 per square foot plus renovation costs and tenant improvements estimated at \$300 per square foot. Note that the renovation and tenant improvement could range from \$200 per square foot up to \$400 per square foot, providing a total cost range of \$4.4mm to \$6.6mm.

This option would provide a good building with a reasonably long lifespan. But stating the obvious, the building would be inferior to/less ideal than a newly constructed facility.

### Option 7 – Lease Alternative Space

Opposed to buying an alternative building, Option 7 involves the estimated costs of leasing an alternative building for the TAO. Relying again on the 10,000-square foot estimate, we have estimated the cost at approximately \$300,000 per year. Of course, this figure would most likely escalate annually. Assuming, say, 3% annual escalations, the rent over 30 years would work out to \$14.3mm. Those would be future dollars as opposed to present value dollars (a discounted value would be something in the neighborhood of half the cumulative amount, however, there would not be the residual value at the end that would be achieved under the ownership scenarios either).

### Option 8 – Vacate ASD & delay Decision

This option reflects the scenario of delaying further the decision to renovate, which implies not spending any funds to renovate the building at present. Under this scenario, we would not be able to guarantee that we would provide ASD a functional space complete with operating building systems. As the building systems may fail, we would not want to lease the space to ASD, thereby obligating ourselves to ensure such. Likewise, ASD would not want to lease a space without guarantees of such.

So, while no renovation costs would be incurred under this scenario, all tenant revenues will be lost.

**Trust Land Office Recommendation:** The TLO recommends proceeding with Option 2 – Full Renovation. And subsequent to that, recommends Option 1 and Option 4.

**Applicable Authority:** AS 37.14.009(a), AS 38.05.801, 20 AAC 40.710-720 and 11 AAC 99.

**Trust Authority Approval:** The motion presented in this briefing document fulfills the approval requirements that are applicable to the transaction.

**Consistency with the Resource Management Strategy:** The proposal is consistent with the “Resource Management Strategy for Trust Land” (RMS), which was adopted October 2021 in consultation with the Trust and provides for assuring that the real estate needs of mental health programs sponsored by the Alaska Mental Health Trust Authority are met as appropriate. In addition, 11 AAC 99.020(c)(3) cites protection and enhancement of the long-term productivity of Trust land.



**To:** Corri Feige, Chair  
Resource Management Committee  
**Through:** Jusdi Warner, Executive Director  
**From:** Katie Vachris, DBA  
**Date:** 7/30/2024  
**Re:** Subdivision Development Program Project Additions

Approval

**Proposed RMC Motion:**

*“The Resource Management Committee recommends that the Alaska Mental Health Trust Authority board of trustees approve the additional potential subdivisions proposed as part of the statewide Subdivision Development Program with funding from the Trust Land Office Development Account (TLODA).”*

**Background:**

**Transaction/Resource:** This request is presented with the primary objective to maximize the return for the Trust. The Trust Land Office Subdivision Development Program is a broad portfolio of TLO initiated activities which may include commercial, mixed-use, and residential real estate projects including subdivision coordination, design, and disposal on statewide Trust lands. No additional funding is requested. Projects A-T were approved previously in July of 2023 by the Resource Management Committee and Full Board of Trustees at the August 2023 meeting. Projects U-II have been identified as having potential for development activities. The TLO requests that Project U-II be added to this Subdivision Development Program portfolio.

**Property Description:** Statewide Trust lands in table below (Project A-II).

Project	Parcel Number
A	SM-0050-b
B	S20565, S20562, S34011, S20564, S20561, S20558, S20557, S20559, S20556, S20560, S20554, S20553, S20555
C	C32033
D	C20446, C20456.002, C20424.001, C20447, C32026
E	C20550.001
F	S20565, S20562, S34011, S20564, S20561, S20558, S20557, S20559, S20556, S20560, S20554, S20553, S20555
G	C32033
H	C20446, C20456.002, C20424.001, C20447, C32026
I	SM-2110

J	S20057, S20054, S20055, S20056, S20058, S20059, S20060
K	S20549
L	C20550.001
M	CRM-7061
N	C20446, C20456.002, C20424.001, C20447, C32026
O	CRM-2402
P	C20550.001
Q	S20558, S20557, S20559, S20556, S20560, S20554, S20553, S20555
R	CRM-7061
S	CRM-2402
T	S20525
U	CRM 2941, CRM 2940-02, CRM 2841
V	S20006
W	CRM 7063, CRM 7062
X	C32030, C70871
Y	CRM 3129-01
Z	CRM 2680
AA	C70932
BB	C300.21-003
CC	CRM 0926, CRM 0925, CRM 1028, CRM 1030, CRM 1032, CRM 1037
DD	S20019
EE	SM 1146-01
FF	FM 0948, FM 0931, FM 0952-A01
GG	F20212, F20213
HH	F20621, F20624
II	C20282, C20293

**Anticipated Revenues/Benefits:** This proposal allows the Trust Land Office to pursue greater returns than would be feasible simply by waiting for an interested party to purchase large tracts of raw land. By improving the land consistent with its highest and best use, TLO will be able to realize greater returns for years to come.

Projects return to the Trust may fluctuate based on further refinement of the subdivision projects through due diligence work and other market factors. The TLO will prepare these sites for disposal; however, it should be noted this return is expected to start to be realized post subdivision completion (as early as 2026) and it is anticipated that most of all revenues will be collected by 2031.

**Anticipated Risks/Concerns:** Expenditures for development activities are investments for the Trust. While this type of investment involves risk, the potential returns could be greater than if these lands were not improved. The TLO will mitigate risk by continually evaluating a project’s potential return before moving to the next phase of development.

The primary risks to the Trust are whether it will recover the amount initially invested in the Project and whether the Trust will receive the maximum returns possible by developing these land holdings. The TLO manages risk for the Trust on both fronts and has been doing so over the life of the TLO. These costs have been historically in the placed in the administrative budget – however this specific work is more of a capital expense and was anticipated by the approval of the Cost Recovery Regulations that subdivision work was a prime project for cost recovery.

There is a high likelihood that not investing in the development of Trust land holdings may prohibit obtaining the highest return on the asset. There is risk in not funding this Subdivision Development Program as proposed as the Trust may not receive maximum returns for the land holdings for future generations. When disposing of a large unimproved parcel, the appraised value is less than that of an improved parcel. Additionally, this shifts the risk of the project to the purchaser who will seek to purchase for a lower value to accept that risk. Because the Trust holds these lands at a \$0 basis, pursuing some level of improvement allows the Trust to charge a premium for the improved land and a buyer will be more likely to pay that premium knowing their risk is reduced at the time of purchase.

**Other Considerations:** This project expands and diversifies how the TLO enhances Trust land holdings, making parcels more marketable for individuals, corporations, and communities to promote economic development statewide to generate maximum revenue returns to the Trust’s beneficiaries statewide.

**Due Diligence:** TLO staff are familiar with the development potential of Trust surface estates in multiple communities. They have researched and inspected multiple parcels to date and have identified priority parcels as well as future priority parcels which may become worth pursuing. Before any project is initiated, staff evaluate market conditions, economic conditions, community needs and wants, and potential customers. Parcels are inspected to determine general suitability and a contractor is hired to conduct a prefeasibility study as mentioned previously. Staff work with local appraisers to determine the value of the land prior to improvements to gain a baseline understanding of the initial value. Additionally, staff maintain a proforma to identify the financial feasibility of project pursuit and continue to refine that proforma throughout the project.

Projects have been identified as land that will become more valuable once subdivided. They are in areas of high demand and the estimated sale price of the parcels once subdivided will exceed the current value. These projects have not been realized to date due to lack of funding and staff dedicated time to specific subdivision projects. TLO land sales are at an all-time high. The land sale program relies on and is successful by providing parcels in markets that are in a higher demand with a higher price point. The TLO expects and anticipates seeing returns immediately once the subdivision is complete and the parcels make it to market. Though not all lots will likely sell in all scenarios in an effort to not flood the market and lower the price point for each.

**Alternatives:** The alternatives include continuing to manage parcels as previously managed, placing these large parcels in the competitive land sale program. It is unlikely the Trust would receive interest in purchasing these raw parcels, and certainly would not maximize the revenue potential by pursuing this alternative.

Additionally, the smaller parcels which remain are finite, and without replenishing these small parcels, the Land Sale program will be unable to continue generating significant returns into the future as there will be no inventory to sell to individual customers.

**Consistency with the Resource Management Strategy:** The proposal is consistent with the “Resource Management Strategy for Trust Land” (RMS), which was adopted October 2021 in consultation with the Trust and provides for the TLO to maximize return at prudent levels of risk, prevent liabilities, and convert nonperforming assets into performing assets.

**Trust Land Office Recommendation:** The Trust Land Office recommends that it is in the Trust’s best interest to approve adding the additional projects U-II to the Statewide Subdivision Development Program funded by the Cost Recovery Program.

**Applicable Authority:** Alaska Statutes AS 37.14.009(a), AS 38.05.801, 11 AAC 20 40.610; 11 AAC 99; Resource Management Strategy.

**Trust Authority Consultation:** This briefing document fulfills the consultation requirements that are applicable to the transaction. In the event that significant changes to the transaction are made the Trust Authority will be consulted regarding the changes.



**To:** Corri Feige, Chair  
Resource Management Committee  
**Through:** Jusdi Warner, Executive Director  
**From:** Jeff Green, Deputy Director  
**Date:** 7/30/2024  
**Re:** MHT 9400815  
Disposal of Fox Area Parcels F20303, Portion of F20304,  
FM-0043, FM-0044, FM-0045, Portion of FM-0046  
**Fiscal Year:** 2025

Consultation

**Proposed RMC Motion:**

*“The Resource Management Committee recommends that the Alaska Mental Health Trust Authority board of trustees concur with the Executive Director of the Trust Land Office’s (TLO) decision to dispose of Trust parcels F20303, a Portion of F20304, FM-0043, FM-0044, FM-0045, and a Portion of FM-0046 through a negotiated sale or subsequent disposal.”*

**Background:**

**Revenue Projections:** Principal \$469,000.00

**Transaction/Resource:** The proposed action is to dispose of a portion of two parcels and the entirety of four parcels through a negotiated sale to the applicant, the United States Army Corps of Engineers (USACE). In the event the parcels are not sold to the applicant or a competing offeror, the parcels may be reoffered in a future land sale, through a competitive or over-the-counter sale, a negotiated sale, a subdivision development, or through a negotiated or competitive lease at or above fair market value.

**Property Description/Acreage/MH Parcel(s):** Trust parcels F20303, Portion of F20304, FM-0043, FM-0044, FM-0045, and Portion of FM-0046 comprise 338.1 acres and are legally described as:

T. 002 N., R. 001 E., FAIRBANKS MERIDIAN, ALASKA  
SECTION 31: LOT 17;  
SECTION 32: LOT 14;  
CONTAINING 57.94 ACRES, MORE OR LESS.

ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON OCTOBER 20, 1970;



AND

T. 001 N., R. 001 E., FAIRBANKS MERIDIAN, ALASKA

SECTION 5: LOT 2, LOT 3, LOT 4, AND S1/2N1/2;  
CONTAINING 280.16 ACRES, MORE OR LESS.

ACCORDING TO THE SURVEY PLAT APPROVED BY THE U.S. SURVEYOR GENERAL'S OFFICE  
IN JUNEAU, ALASKA ON JANUARY 16, 1914.

**General Background:** On August 31, 2023, the applicant applied to purchase the parcels, aggregating to 338.1 acres, for the purpose of expanding the USACE Research and Development Center's Cold Regions Research & Engineering Laboratory Permafrost Tunnel Research Facility. An appraisal was procured for the parcels and negotiations ensued to acquire the property; however, the applicant was unsure of funding availability and what form of title conveyance would be required.

On July 1, 2024, after further title research and certainty of funding the USACE formally offered to purchase the subject parcels.

**Anticipated Revenues/Benefits:** This proposal provides the Executive Director with an opportunity to dispose of the parcels for \$469,000. This is 231% of the appraised fair market value of the parcels. In addition, the applicant intends to pay outright for the parcels, enabling the full land payment to be invested to generate further return to the Trust corpus.

**Anticipated Risks/Concerns:** Concerns include the applicant rejecting standard document language. However, many potential document language issues have already been agreed upon, such as the type of conveyance document to be used in the sale. Due to the nature of the use, as a scientific research tunnel, the USACE required unique mineral estate reservation language, which temporarily prohibits mineral development for the life of the permafrost research tunnel. However, at the closure of the tunnel or if the site is no longer used for scientific research, then the mineral estate closure terminates and it returns to its developable state. This language was reviewed by the Department of Law.

**Project Costs:** \$0.

**Other Considerations:** None.

**Due Diligence:** The purchase price was determined by an appraisal completed by Axelsson & Associates, Inc., on December 2, 2023. The appraisal determined the estimated market value of the subject parcels to be \$203,000.00. The parcels will be sold at a premium of 231% of the appraised value to compensate for not selling the parcels through a competitive process. Standard contract documents were reviewed by the Attorney General's office; no separate independent review was required.

**Alternatives:** The alternatives include holding the parcels for sale in the future or disposing of them through a competitive land sale. These alternatives could potentially miss selling at the higher end of the market, delay receipt of revenues, and fail to capitalize on the net present value of money returned to the corpus.

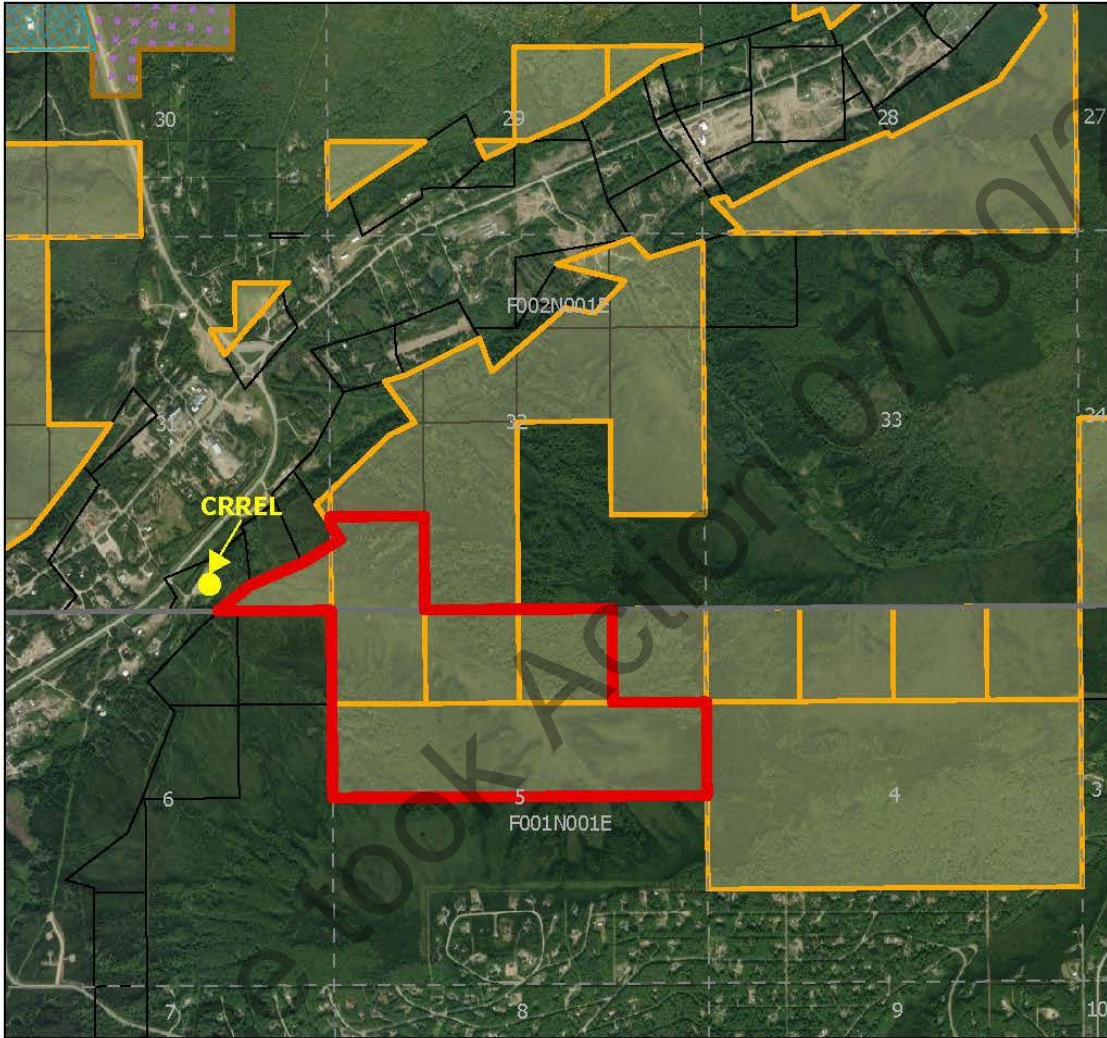
**Consistency with the Resource Management Strategy:** The proposal is consistent with the “Resource Management Strategy for Trust Land” (RMS), which was adopted October 2021 in consultation with the Trust and provides for the TLO to maximize return at prudent levels of risk, prevent liabilities, and convert nonperforming assets into performing assets.

**Trust Land Office Recommendation:** The Trust Land Office recommends that it is in the Trust’s best interest to offer these parcels in a negotiated sale. If not sold or determined to not be in the best interest of the Trust and its beneficiaries, the parcels may be disposed of in the future through the TLO’s land sale programs, negotiated sale, or through a negotiated or competitive lease.

**Applicable Authority:** Alaska Statutes AS 37.14.009(a), AS 38.05.801, 11 AAC 99; Resource Management Strategy.

**Trust Authority Consultation:** This briefing document fulfills the consultation requirements that are applicable to the transaction. In the event that significant changes to the transaction are made necessary by the public notice process, the Trust Authority will be consulted regarding the changes.

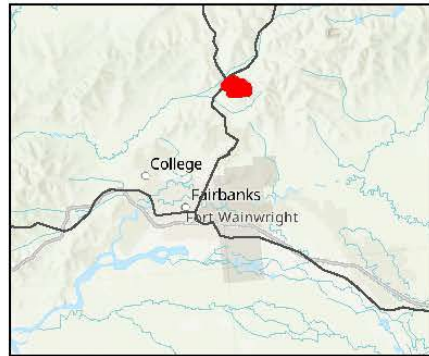
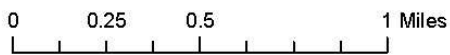
Exhibit A:



**MHT 9400815**

Negotiated Sale

-  MHT 9400815
-  PLSS Township
-  PLSS Section
-  Mental Health Parcels (Land & Fee)





**To:** Corri Feige, Chair  
Resource Management Committee  
**Through:** Jusdi Warner, Executive Director  
**From:** Cole Hendrickson, Minerals & Energy Resource Manager  
**Date:** 7/30/2024  
**Re:** Opportunity Placer LLC – Ester & Willow Creek – MHT  
9400902  
**Fiscal Year:** 2025

Consultation

**Proposed RMC Motion:**

*“The Resource Management Committee recommends that the Alaska Mental Health Trust Authority board of trustees concur with the negotiated lease of Trust mineral estate on FM-0909 & FM-0910 on Ester and Willow Creek for the exploration and development of placer gold, as proposed.”*

**Background:**

**Revenue Projections:** Principal Income (up to) Unknown (up to) \$25,000

**Transaction/Resource:** A negotiated placer lease of Trust mineral estate with a primary term of five years for the purpose of exploration, development, and production of placer gold on Ester Creek and Willow Creek in the Fairbanks Mining District.

**Property Description/Acreage/MH Parcel(s):** Ester, AK / 200.00 acres / MH Parcels FM-0909 & FM-0910

**General Background:** The area of interest is owned in mineral estate by the Trust, with the surface being owned by the State of Alaska and is located in an area of historic placer mining activity, southwest of Fairbanks near the community of Ester. The surrounding area west of Ester is known for its on-going placer mining. The applicant, Opportunity Placer LLC (OPL), is experienced in Alaska mining operations, is well equipped, and is in good standing with the relevant agencies that regulate placer mining. While OPL has not conducted placer mining activities on Trust land previously, the owner/operator company has been successful in the Richardson Mining District and is actively conducting reclamation on their leased lands at the time of this consultation, having been inspected by the Department of Natural Resources throughout the process.

OPL will commence with standard exploratory activities on the Trust parcels to assess their feasibility for further subsurface development. If exploration proves successful, OPL will proceed with the extraction of placer gold.

**Anticipated Revenues/Benefits:** Revenues will consist of an annual rental fee of \$5,000, which can be credited against production royalty as it accrues for that year. Any production that occurs is subject to a 10% net royalty. In addition, the areas that are mined will be reclaimed according to current state standards. Along with monetary benefits, any and all data gathered from exploration efforts is to be submitted to the TLO which will aid in future management of the parcels.

**Anticipated Risks/Concerns:** There are no unusual risks associated with the proposed activity. Risks typically associated with this type of activity will be mitigated through compliance with the Application for Permits to Mine in Alaska (APMA) program and reclamation standards imposed and enforced by state mining regulators. In addition, the standard TLO Mining Lease terms will be enforced which were created to mitigate risks and concerns.

It is noted that anti-development interest groups have been known to voice concerns during public notice periods for mining projects in this region, on both State and Trust land. If comments are submitted during the public notice period, they will be addressed at that time.

**Project Costs:** No unusual or significant costs are anticipated other than periodic site visits.

**Other Considerations:** The applicant is experienced in the Alaska mining industry and is well suited to conducting exploration and development of Trust mineral resources.

**Due Diligence:** The leasing process and the lease terms have been determined as a result of internal staff analysis and review of past practices. The TLO staff are generally familiar with the proposed lease area through desktop analysis. The parcels are scheduled to be seen during a field inspection in August 2024.

**Alternatives:** (1) Do not offer the land for lease; or (2) Offer through a competitive process, which is not warranted for the acreage amount and interest level at this time.

**Consistency with the Resource Management Strategy:** The proposal is consistent with the “Resource Management Strategy for Trust Land” (RMS), which was adopted in 2021 in consultation with the Trust and provides for the TLO to focus on land or resources at the high end of market values (“best markets”). The current market values of precious metals are sufficient to create a demand for mineable land so the prospective mineral land affected by this decision is in a “best market” situation and, based on demand, should be offered now. Further, the action is a step toward generating revenues from Trust mineral resources, consistent with a key Trust land management principle of encouraging a diversity of revenue generating uses of Trust land.

**Trust Land Office Recommendation:** Lease the described area of interest on a negotiated basis to Opportunity Placer LLC.

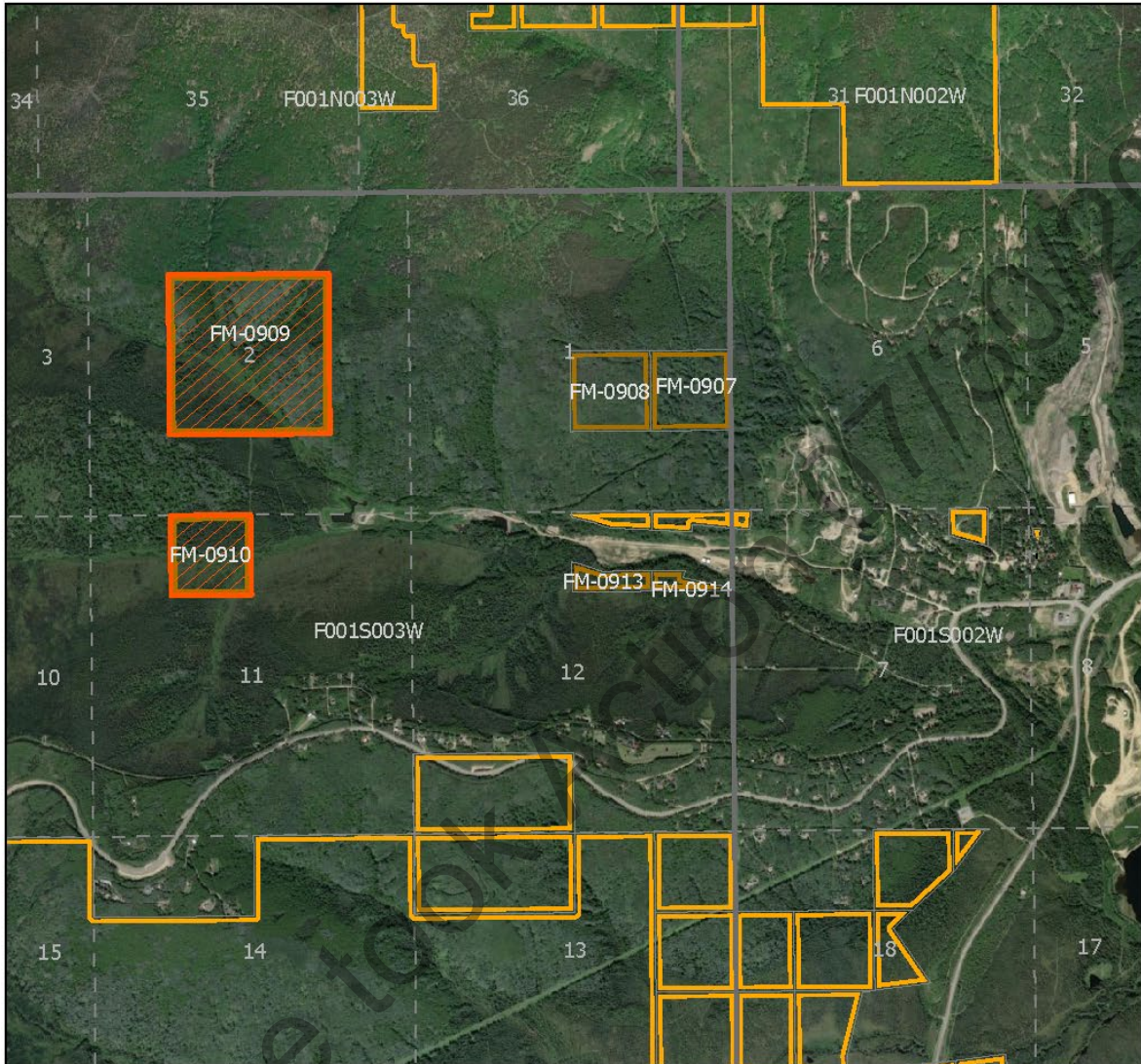
**Applicable Authority:** AS 37.14.009(a), 38.05.801, and 11 AAC 99.

**Trust Authority Consultation:** This briefing document fulfills the consultation requirements that are applicable to the transaction. In the event that significant changes to the transaction are made necessary by the public notice process, the Trust Authority will be consulted regarding the changes.

**Exhibit(s):**

Location Map

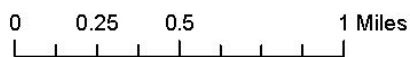
Committee took Action 07/30/2024



**MHT 9400902**

Mineral Lease

-  PLSS Township
-  PLSS Section
-  Mental Health Parcels (Land & Fee)
-  Mental Health Parcels (Mineral Only)
-  MHT 9400902





**To:** Corri Feige, Chair  
Resource Management Committee  
**Through:** Jusdi Warner, Executive Director  
**From:** Peter Mueller, Trust Resource Manager - Easements  
**Date:** 7/30/2024  
**Re:** MHT 9201024  
Matanuska Telecom Association Term Easement for Fiber  
Optic infrastructure within Trust parcel SM-1747  
**Fiscal Year:** 2025

Consultation

**Proposed RMC Motion:**

*“The Resource Management Committee recommends that the Alaska Mental Health Trust Authority board of trustees concur with the Executive Director of the Trust Land Office’s (TLO) decision to issue a term easement on a portion of Trust parcel SM-1747, as depicted in exhibit A, for the purpose of fiber optic infrastructure.”*

**Background:**

**Revenue Projections:** **Income:** \$8,540.80 annually; \$170,816.00 over 20-year term

**Transaction/Resource:** The proposed action is to dispose of a portion of parcel SM-1747 measuring 30 feet by 5,338 feet through a term easement to the applicant, Matanuska Telecom Association, Inc. (MTA).

**Property Description/Acreage/MH Parcel(s):** Trust parcel SM-1747 is a total 360.61 acres; however, the area of proposed term easement is 3.7 acres and is legally described as:

AN EASEMENT 30 FEET BY 5,338 FEET, LOCATED WITHIN EXISTING CHUGACH ELECTRIC EASEMENT (ADL 28471 & ADL 201672) , AND WITHIN SECTION 30 OF TRACT B OF TOWNSHIP 14 NORTH, RANGE 4 WEST, SEWARD MERIDIAN, ALASKA, CONTAINING 3.7 ACRES, MORE OR LESS, ACCORDING TO THE AMENDED SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON NOVEMBER 22, 1991 AND OFFICIALLY FILED ON NOVEMBER 27, 1991 ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JANUARY 19, 1959.

**General Background:** State and Borough large-scale capital projects fund the economic growth and development in the area such as the development of Port MacKenzie, the railroad extension project, the bridge between Anchorage and Port MacKenzie, and the Goose Creek Correctional Center. In 1966, Chugach Electric constructed and operates a 230kV transmission line connecting the Beluga Power Plant and the Port MacKenzie substation under a Letter of Entry (ADL 201672) issued by the Division of Lands. This Early



Entry Authorization predated land exchanges that have occurred between DNR, University of Alaska, Alaska Mental Health Trust Authority, Matanuska-Susitna Borough, and Cook Inlet Region, Inc. as part of several lawsuits and settlements affecting the Cook Inlet Region. On September 20, 1996, the state conveyed the parcel to the Trust under QCD 8000058. A complete DNR-approved as-built survey of ADL 28471 and ADL 201672 filed on December 9, 2003 depicts the location of the easements within the Susitna Flats State Game Refuge, recorded as Palmer Plat 2003-164. The proposed MTA fiber optic line will run collocated with the Chugach Electric easement containing the 230kV electrical transmission line.

**Anticipated Revenues/Benefits:** This proposal provides the Executive Director with an opportunity to generate revenue valued at \$8,540.80 annually and \$170,816 over the 20-year term. The authorization is subject to MTA's Master Utility Agreement, serialized as MHT 9200605, containing provisions to modify the annual fee via the Consumer Price Index every 5 years. An ancillary benefit to the Trust and its beneficiaries is the improvement of access to communication technology for beneficiary access to telemedicine services for beneficiaries residing in rural areas.

**Anticipated Risks/Concerns:** Concerns include the applicant defaulting on the contract, incompatibility of collocated utilities. It is common practice for utilities to collocate infrastructure in the same corridor. MTA and Chugach Electric have a working relationship and no issue is anticipated.

**Project Costs:** \$0.

**Due Diligence:** The purchase price was determined by the Master Utility Agreement, MHT 9200605, entered by MTA and the Trust Authority, effective October 1, 2017.

**Alternatives:** Not granting the easement to MTA will result in lost revenue and decreased communications infrastructure in the State of Alaska.

**Consistency with the Resource Management Strategy:** The proposal is consistent with the "Resource Management Strategy for Trust Land" (RMS), which was adopted October 2021 in consultation with the Trust and provides for the TLO to maximize return at prudent levels of risk, prevent liabilities, and convert nonperforming assets into performing assets.

**Trust Land Office Recommendation:** The Trust Land Office recommends that it is in the Trust's best interest to offer a portion of this parcel as a term easement. If granting a term easement is found inconsistent to the best interest of the Trust and its beneficiaries, the parcel may be disposed of in the future through the TLO's land sale programs or leased.

**Applicable Authority:** Alaska Statutes AS 37.14.009(a), AS 38.05.801, 11 AAC 99; Resource Management Strategy.

**Trust Authority Consultation:** This briefing document fulfills the consultation requirements that are applicable to the transaction. If significant changes to the agreement are made necessary by the public notice process, the Trust Authority Board of Trustees will be consulted.

**Exhibit A:**



**MHT 9201024**

MHT 9201024 is located within the existing easement for ADL's 28471 & 201672.

- Survey Boundary
- PLSS Township
- PLSS Section
- ADL 28471 & 201672 Easement
- Mental Health Parcels (Land & Fee)



# **Finance Committee Report / Update**

**To:** Anita Halterman, Chair  
**Through:** Allison Biastock, Acting Chief Executive Officer  
**From:** Julee Farley, Chief Financial Officer  
**Date:** August 19, 2024  
**Re:** Finance Committee Report

### **Meeting Summary**

The Finance Committee met on July 30, 2024. The meeting was attended by trustees John Morris (chair), Rhonda Boyles, Kevin Fimon, Corri Feige, Brent Fisher, Anita Halterman, Agnes Moran (remote). The following motions were approved for Board action:

### **MOTION 1: FY25 Budget Ratification**

*The Finance Committee recommends that the full Board of Trustees ratifies the Legislature's FY25 MHTAAR and MHT Admin budget amounts as appropriated and therefore increases previous FY25 Trustee authorization by \$668,500.*

### **MOTION 2: Trust Authority Office Agency Budget FY26**

*The Finance Committee recommends that the full Board of Trustees approve the FY26 Trust Authority Office MHT Agency budget of \$5,306,800.*

### **MOTION 3: Trust Land Office Agency Budget FY26**

*The board of trustees approves the Trust Land Office agency budget for FY24 in the amount of \$5,556,600.*

### **Staff Report Items**

#### **Dashboard update through May 2024:**

- **Expenditures:** FY2024 Agency expenditures are anticipated to end below budget primarily due to staff vacancies and the impact on budgeted projects. Although FY2024's \$29.5MM authorized grant disbursements are under budget through May 2024, June activity is not yet known and will certainly increase both MHTAAR and Authority Grants. For capital projects, \$7.1MM was expended on the Icy Cape project since authorization in FY2021.
- **Revenues:** TLO generated stronger than planned revenues from both Principal and Income. Investment income through May 2024 for APFC managed assets is slightly below expectations and DOR managed assets is significantly ahead of expectations. Final results will not be known until September. Commercial Real Estate (CRE) distributions should be at plan of \$2.1MM in FY2024 but reduced by \$1,364,279 in Trust CFF contributions will result in approximately \$740k in CRE income to the Trust for FY2024.
- **Trust Assets:** As of May 31, 2024, the Trust had invested assets of \$779MM managed by APFC and DOR. Final FY 2024 values will not be available until September.

*FY2026 and FY2027 Revenue Forecast:*

- Preliminary available Revenue was reported at \$41.5MM for FY2026 and \$42.7MM for FY2027. FY2027 will be updated upon receipt of APFC financials and finalization of other FY2024 data.

*Agency Budget Approvals*

Motion 1: A motion was presented to recommend to the full board an FY2026 Trust Authority agency budget of \$5,306,800. Julee Farley explained the drivers of a 3% increase between the FY2025 and FY2026 budgets. The motion was approved.

Motion 2: A motion was presented to recommend to the full board an FY2026 TLO Agency budget of \$5,556,600. Sarah Morrison explained the drivers of a 3% increase in expenditures between the FY2025 and FY2026 budgets. The motion was approved.

*Mental Health Budget Bill Ratification*

Motion 3: A motion was presented to recommend to the full board ratification of the Legislature's FY2025 MHTAAR and MHT Admin budget amounts as appropriated. It was explained that these changes were primarily related to increases in salary, health insurance, and PERS benefits. The total increase to the Trustee approved FY2025 budget was \$668,500. The motion was approved.

*Central Facility Fund (CFF)*

Staff presented a recommendation to eliminate Fund 3322 CFF that is used to fund program related and commercial real estate properties. After Trustee discussion, the motion was not approved.

*Promontory Point Financing Approval*

Staff presented the following motion: *The Finance Committee recommends to the Alaska Mental Health Trust Authority Board of Trustees that the Board direct the Trust Land Office to distribute all cash/income currently held by the TLO for all Commercial real estate except three months of reserves, rent escrows and tax escrows and that the Board approves payment of 1.2MM for the Promontory Point Property Escrow Reserve to satisfy the loan conditions per the Promontory Point Loan Agreement.*

Following discussion, this motion was approved by the Finance Committee and considered by Trustees at a Special Board Meeting on July 31, 2024.

The Finance Committee adjourned; the next scheduled meeting of the Finance Committee is **October 16, 2024.**

MEMO

**To:** John Morris, Finance Committee Chair  
**Thru:** Allison Biastock, Acting Chief Executive Officer  
**From:** Julee Farley, Chief Financial Officer  
**Date:** July 30, 2024  
**Re:** FY 25 MH Budget Bill Increases

**REQUESTED MOTION:**

*The Finance Committee recommends that the full Board of Trustees ratifies the Legislature’s FY25 MHTAAR and MHT Admin budget amounts as appropriated and therefore increases previous FY25 Trustee authorization by \$668,500.*

**BACKGROUND**

Trustees approved \$20,272,700 in MHTAAR and MHT Admin funds for the FY2025 Mental Health Budget Bill. The legislature appropriated \$668,500 in additional MHTAAR and MHT Admin funds. Of these additional funds \$698,200 were appropriated to account for salary, health insurance and PERS adjustments, \$20,300 was appropriated for the Department of Revenue Administrative Services Division. Additionally, \$50,000 that was allocated to the University of Alaska for Beneficiary population health data was removed at the request of the University. The Trust staff request that the Finance Committee recommend that the full board of trustees approve the additional MHTAAR and MHT Admin funds as detailed in the below table.

Agency	Trustee Approved FY25 Budget	Amount Over / (Under) Trustee Approved FY25 Budget	Legislature Approved FY25 Budget
(DOA) Public Guardian	\$229,500	\$10,200	\$239,700
(DOA) Holistic Defense	\$126,400	\$5,500	\$131,900
(DEED) Trauma Engaged Schools PBIS Coaching	\$130,000	\$4,700	\$134,700
(DOH) Zero Suicide	\$62,500	\$4,200	\$66,700
(DOH) ABADA/AMHB Joint Staffing	\$491,500	\$28,600	\$520,100
(DOH) Comprehensive Program Planning Coordinator	\$75,000	\$5,400	\$80,400
(DOH) Adult Protective Services III	\$75,000	\$6,200	\$81,200
(DOH) ACoA Staffing	\$200,000	\$10,100	\$210,100
(DOH) GCDSE Joint Staffing	\$184,500	\$16,000	\$200,500
(DOH) Agency Unallocated Appropriation (SU/EX Salary increases)	\$0	\$6,300	\$6,300
(DFCS) Complex Care Program Coordinators & Statewide Designation, Evaluation and Treatment Coordinator	\$150,000	\$6,600	\$156,600
(DOL) Alaska Health Workforce Profile	\$25,000	\$800	\$25,800
(DNR) Trust Land Office	\$5,156,600	\$260,500	\$5,417,100

(DOR) Trust Authority Office (MHT Admin)	\$4,819,900	\$333,100	\$5,153,000
(DOR) Admin Services Division	\$0	\$20,300	\$20,300
(UNIV) Beneficiary Population Health Data	\$50,000	(\$50,000)	\$0

Committee took Action 07/30/24

MEMO

**To:** John Morris, Finance Committee Chair  
**Thru:** Allison Biastock, Acting Chief Executive Officer  
**From:** Julee Farley, Chief Financial Officer  
**Date:** July 30, 2024  
**Re:** FY26 Trust Authority Office MHT Agency Budget Request

**REQUESTED MOTION:**

*The Finance Committee recommends that the full Board of Trustees approve the FY26 Trust Authority Office MHT Agency budget of \$5,306,800.*

**BACKGROUND**

Staff presents the proposed FY26 Trust Authority Office Agency budget based on anticipated activity levels of the Trust. Trust staff requests that the Finance Committee recommend that the full Board of Trustees approve the MHT Agency funds as detailed in the attached document.

The FY26 proposed budget reflects a net increase of \$133,500, or 3%, over the FY25 Trust Authority Office MHT Agency budget.

The table below outlines the primary drivers of the year-over-year budget changes:

Budget Line	FY2026 Proposed Budget Above / (Under) FY2025 Mgmt Plan	Primary Year-Over-Year Component Changes
Personal Services (line 1000)	\$209,500 5%	FY2026 includes merit increases. Not reflected are potential PERS and Health Insurance increases over FY25 rates or 3% COLA included in SB 259
Travel (line 2000)	\$8,500 8%	FY2026 reflects increased costs due to inflation
Services (line 3000)	\$(69,300) -6%	FY2026 reflects anticipated decreases in Interagency charges than originally projected in FY2024 and FY2025
Supplies (line 4000)	\$(200) 0%	FY2026 costs are anticipated to remain flat

The proposed FY26 MHT Agency budget is affected by unanticipated changes made to the Trust’s FY25 budget; specifically, an increase in benefit rates and the passage of SB 259 that provided for salary increases in FY25, FY26 and FY27 have a significant effect on the FY25 budget, which in turn was accounted for and impacts the FY26 budget. The FY26 MHT Agency budget does not include any



provision for potential adjustments to PERS or health insurance costs. Also not reflected is the 3% salary increase for SB259 that would become effective July 1, 2025. If the Legislature approves FY26 budgets with increases in state employee benefit costs, then Trustees will be requested to ratify the increases along with the 3% increase from SB 259 in July 2025.

The Travel line, which includes travel for staff and trustees, will be used for anticipated trustee meetings and site visits; necessary staff travel and professional development. This FY26 MHT Agency budget reflects an increase in costs observed during FY24.

Within Services, thoughtful budget choices have been made to control costs, resulting in reductions in several service categories. Strong management of the Trust's information technology and telecom contracts drives the budget reduction, along with anticipated decreases to Interagency Services as observed in FY24 and anticipated to continue in FY25 and FY26, which comprise 1/3 of the category's budget. It is important to note that Interagency Services, which are not controllable, will be reevaluated by the Office of Management and Budget (OMB) later this fiscal year and are uncertain. Some costs within the category may decline, and others may increase.

Supplies, as with Services, were carefully reviewed to control costs. The FY26 plan reflects spending levels observed in FY24 and anticipated to continue through FY25

Committee took Action on 10/24

	A	B	C	D	E	F
1	<b>MENTAL HEALTH TRUST AUTHORITY OFFICE</b>					
2	<b>FY2026 Agency Budget</b>					
3						
5	<b>EXPENDITURES</b>	<b>Estimated Actual(as of 7/22/24)</b>	<b>FY25 Trustee Approved</b>	<b>FY25 Management Plan</b>	<b>Proposed FY26</b>	<b>FY25-FY26 % Change</b>
6	1000 Personal Services	3,232,200	\$ 3,630,500	\$ 3,890,500	\$ 4,100,000	5%
7	Personal Services	3,172,150	3,562,092	3,823,373	4,032,841	5%
8	cell phones		3,456	2,160	2,160	0%
9	Honorarium	60,000	65,000	65,000	65,000	0%
10	2000 Travel	92,800	107,500	107,500	116,000	8%
11	3000 Services	722,600	987,700	1,081,100	1,011,800	-6%
12	4000 Supplies	53,700	79,200	79,200	79,000	0%
13	5000 Equipment		15,000	15,000	-	
14	<b>Total</b>	<b>4,101,300</b>	<b>\$ 4,819,900</b>	<b>\$ 5,173,300</b>	<b>\$ 5,306,800</b>	<b>3%</b>
15						
16	<b>Full Time Employees</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>17</b>	
17						
18						
19						
20	FY2026 Proposed:					
21	<b><u>\$5,306,800</u></b>					
22						
23						
24						
25						

Committee took Action 7/22/24

	A	B	C	D	E	F	G	H	I	J	K	
1	<b>TRAVEL</b> (excl. Program-related)					Estimated Actual(as of 7/22/24)	FY25 Trustee Approved	FY25 Management Plan	Comments		Proposed FY26	FY25-FY26 % Change
2	2000 TRAVEL											
3	Trust Authority Staff Travel					62,459	64,000	64,000	Juneau travel, Trustee meetings, professional development		72,500.00	13.3%
12	Trustee Travel					30,323	43,500	43,500	Site visits in- & out-of-state, Trustee meetings		43,500.00	0.0%
22	<b>TOTALS</b>					<b>\$ 92,782</b>	<b>\$ 107,500</b>	<b>\$ 107,500</b>			<b>\$ 116,000</b>	<b>8%</b>

Committee took Action 07/30/24

	ABC	D	G	H	I	J	K	L
			FY24 Estimated Actual(as of 7/22/24)	FY25 Trustee Approved	FY25 Management Plan	Comments	Proposed FY26	FY25-FY26 % Change
1		<b>SERVICES</b>						
2		3000 SERVICES						
3		NON-INTERAGENCY SVCS	719,733	939,500	1,081,775		1,070,300	-1.1%
4		EDUCATION SERVICES	11,958	25,000	25,000	Professional development-conferences, training, memberships	24,000	-4.0%
5		FINANCIAL SERVICES	86,600	118,000	118,000	External financial audit contract; financial consulting	120,000	1.7%
9		LEGAL & JUDICIAL SVC	50,520	110,000	110,000	Outside legal services; Board transcription services	110,000	0.0%
13		INFORMATION TECHNOLOGY	51,559	60,000	63,225	Software licensing and maintenance	63,600	0.6%
20		TELECOMMUNICATIONS	27,138	35,000	35,000	Long distance, local, and equipment charges	37,000	5.7%
27		DELIVERY SERVICES	623	1,500	1,500	Mail & delivery services	1,500	0.0%
28		ADVERTISING/PROMOTIONS	4,806	3,000	3,000	Staff and Trustee recruitment	5,500	83.3%
29		STRUCTURE/INFRA/LAND	16,921	15,000	15,000	Offsite Trustee meeting space rentals, repairs, recycling	18,000	20.0%
30		EQUIPMENT/MACHINERY	3,600	4,000	4,000	Copy costs & offsite AV/IT Trustee meeting tech support	4,500	12.5%
31		OTHER SERVICES	193,388	280,000	352,600	Communications contract, operational & strategic consulting, and legislative bill tracking	285,000	-19.2%
37		INTERAGENCY SERVICES	275,536	336,160	353,735	State shared services: including IT, HR, Legal, Risk Management, Finance, Training, Support Services	342,700	-3.1%
54		<b>TOTALS</b>	<b>\$ 722,649</b>	<b>\$ 987,660</b>	<b>\$ 1,081,060</b>		<b>\$ 1,011,800</b>	<b>-6%</b>
55								
56								

Committee took Action 07/30/24

	A	B	C	D	E	F	G	H	I	J	K
1	<b>COMMODITIES</b>				FY24 Estimated Actual(as of 7/22/24)	FY25 Trustee Approved	FY25 Management Plan	Comments		Proposed FY26	FY25-FY26 % Change
2	4000 COMMODITIES										
3	BUSINESS				2,361	8,200	5,750	Books, education, office equipment/furnishing, business supplies		10,000	74%
7	INFO TECH EQUIPMENT				20,629	25,000	25,000	Planned computer replacement		25,000	0%
9	SUBSCRIPTIONS				19,257	18,000	22,000	Programmatic and office subscriptions, including scorecard, Meltwater news clipping		24,000	9%
17	HOUSEHOLD/INSTITUTNAL				11,448	28,000	26,450	Trustee meeting catering & supplies		20,000	-24%
20	<b>TOTALS</b>				<b>\$ 53,695</b>	<b>\$ 79,200</b>	<b>\$ 79,200</b>			<b>\$ 79,000</b>	<b>0%</b>
21											
22											
23	<b>CAPITAL OUTLAY</b>				FY24 Estimated Actual(as of 7/22/24)	FY25 Trustee Approved	FY25 Management Plan	Comments		Proposed FY26	FY25-FY26 % Change
24	5000 CAPITAL OUTLAY										
26	OTHER EQUIPMENT				-	15,000	15,000	Copier Replacement		-	
28	<b>TOTALS</b>				<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>			<b>\$ -</b>	

Committee took Action 07/20/24



**To:** John Morris, Chair  
Finance Committee  
**Thru:** Allison Biastock, Acting Chief Executive Officer  
**From:** Jusdi Warner, Executive Director  
**Date:** 7/30/2024  
**Re:** FY26 Agency Budget – Item 1  
**Fiscal Year:** 2026  
**Amount:** \$5,556,600

Approval

**Proposed Finance Committee Motion:**

*“The Finance Committee recommends that the Alaska Mental Health Trust Authority board of trustees approve the Trust Land Office agency budget for FY26 in the amount of \$5,556,600.*”

**Background:**

The Trust Land Office (TLO) seeks the recommendation of the Finance Committee for the FY26 agency budget. The TLO develops an annual operating budget request based on anticipated activities and staffing requirements. Please see Exhibit 1 for a breakout of the proposed line items.

The proposed FY26 budget reflects a net increase of \$139,611 or 3% over the FY25 Management Plan budget.

The table below outlines the primary drivers of the year-over-year budget changes:

Budget Line	FY2026 Proposed Budget Over/(Under) FY2025 Mgmt. Plan	Year-Over-Year Component Changes
Personal Services (Line 1000)	\$114,453 3%	Merit increases/general staffing
Travel (Line 2000)	-	No Change
Services (Line 3000)	\$24,393 2%	Fort Knox Audit every two years
Commodities	\$765 1%	Increase for field supplies
Total	\$139,611 3%	

The proposed FY26 TLO budget does not include any estimates for changes in benefits such as PERS, health insurance, or COLA. Per SB259, there will be a 3% COLA in FY26. The final amount will be calculated by OMB during the budget process. The Trust Authority will seek ratification of the final amount for both offices for FY26 similarly to what is being done for FY25. This budget request includes estimates for the costs related to merit increases and general staffing needs.

There is no anticipated increase in travel expenditures. Expenditures in this area support the TLO's active management of Trust land that includes stewardship and revenue generation.

Services expenditures include costs for private-sector consultants such as appraisals, surveys, and development. These types of costs encompass over half of the request in this line item. It also includes costs paid by the TLO to other State of Alaska offices for areas such as IT support, legal services, and financial services. The FY26 request includes an increase from FY25 for the Fort Knox audit. The audit occurs every two years.

Supplies include typical office supplies such as computers as well as supplies related to field work such as signage and safety equipment.

**Exhibit(s):**

Exhibit 1 – FY26 Trust Land Office Budget Proposal

**TRUST LAND OFFICE AGENCY BUDGET**

FY26 Proposal

	FY24 Actuals as of 7-17-24	FY24 Mgmt Plan	FY25 Trustee Approved Budget <sup>7</sup>	FY25 Mgmt Plan	FY26 Proposal	FY25-26 % Change
<b>Expenditures</b>						
1000 Personal Services <sup>1,2</sup>	3,184,086	3,399,940	3,519,234	3,778,100	3,892,553	3%
2000 Travel <sup>3</sup>	140,771	140,500	140,500	169,777	169,777	-
3000 Services <sup>4</sup>	1,140,057	1,452,660	1,436,151	1,408,408	1,432,801	2%
4000 Supplies	69,509	56,700	60,715	60,715	61,480	1%
<b>Total<sup>5,7</sup></b>	<b>4,534,423</b>	<b>5,049,800</b>	<b>5,156,600</b>	<b>5,417,000</b>	<b>5,556,611</b>	<b>3%</b>
<b>Total FY26 Increase</b>					139,611	

<b>Full Time Employees</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>	<b>19</b>
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	FY24 Actuals as of 7-17-24	FY25 Trustee Approved Budget	FY25 Management Plan	FY26 Proposal	FY25-26 % Change
<b>Revenue</b>					
Principal	10,533,671	7,086,416	7,395,135	6,613,000	-11%
Income <sup>6</sup>	6,689,807	7,372,120	25,913,378	17,561,913	-32%
<b>Total<sup>6</sup></b>	<b>17,223,479</b>	<b>14,458,536</b>	<b>33,308,513</b>	<b>24,174,913</b>	<b>-27%</b>

- (1) FY25 and FY26 account for Governor's Budget adjustments and a vacancy factor.
- (2) HB270 adds an increment of \$260,500 for Exempt employee salary increases.
- (3) FY25 travel plan increase is offset by a decrease in services. FY24 actuals are not final until all travel processing is completed by the State.
- (4) FY24 actuals include encumbered funds for ongoing projects.
- (5) FY24 actual expenditures are not final until after re-appropriation ends August 31. FY24 Actual Expenditures included encumbrances anticipated to spend from FY24. All other encumbrances will be released after re-appropriation.
- (6) FY24 income numbers reflect a decrease of \$1MM for deferrals. However, numbers are not final until the re-appropriation period ends August 31.
- (7) FY25 signed budget versus trustee approved budget of \$5,155,000.

**FY26 TRUSTEE REQUEST:**  
**\$5,556,600.00**



	A	B	C	D	E	F	H	I	J	K	L
1	<b>TRAVEL</b>					<b>FY24 Actuals</b>	<b>FY25 Approved</b>	<b>FY25 Mgmt Plan</b>	<b>Comments</b>	<b>FY26 Proposed Budget</b>	<b>25-26 % Change</b>
2	2000 TRAVEL										
3	INSTATE TRAVEL					117,207	\$77,074	\$139,400	Site inspection, revenue generation, resource development, compliance, risk mitigation; professional development	\$139,400	0%
4	OUT OF STATE TRAVEL					23,564	\$63,426	30,400	Site inspection, revenue generation, resource development, compliance, risk mitigation; professional development	30,400	0%
5	TOTALS					\$140,771	\$140,500	\$169,800		\$169,800	0%

Committee took Action 07/30/24

	A	B	C	D	E	F	G	H	I	J	K	L	
1	SERVICES						FY24 YTD Actuals	FY25 Trustee Approved	FY25 Mgmt Plan	COMMENTS	FY26 Proposal	25-26 % Change	
2	3000 SERVICES												
3	NON-INTERAGENCY SERVICES												
4	EDUCATION SERVICES						57,428	54,700	50,800	Professional development; certifications	55,300	9%	
5	FINANCIAL SERVICES						67,391	49,999	4,775	Misc. consulting	85,000	1680%	
6	LEGAL & JUDICIAL SVC						29,578	97,000	77,000	Real estate, outside counsel	47,000	-39%	
7	INFORMATION TECHNOLOGY						53,653	115,775	116,020	Software licensing and maintenance	116,020	0%	
8	TELECOMMUNICATIONS						16,793	16,730	19,530	Long distance, local, equipment charges	19,530	0%	
9	DELIVERY SERVICES						15,655	10,900	9,542	Mail and delivery services	9,550	0%	
10	ADVERTISING/PROMOTIONS						8,699	21,000	27,000	Sales, marketing, and advertisements	27,000	0%	
11	STRUCTURE/INFRA/LAND						432,704	598,196	662,223	Land surveys, appraisals, and environmental testing; misc development due-diligence	656,890	-1%	
12	REPAIRS/MTCE-STRUCTURE						5,535	20,000	20,000	Repairs/maintenance	20,000	0%	
13	RENTALS/LEASES						3,689	6,900	9,400	Equipment storage	9,400	0%	
14	EQUIPMENT/MACHINERY						-	2,000	1,500	Equipment maintenance	1,500	0%	
15	OTHER SERVICES						157,078	137,500	70,000	Economic development, outside print/copy, environmental/trespass remediation	45,000	-36%	
16	INTERAGENCY SERVICES						291,856	305,451	340,610	Shared services; IT, telephone, ADA, HR, IRIS, finance, training	340,610	0%	
17	TOTALS						1,140,057	1,436,151	1,408,400		1,432,800	2%	
18	* FY24 actual expenditures are not final until after re-appropriation ends August 31. FY24 Actual Expenditures included encumbrances anticipated to spend from FY24. All other encumbrances will be released after re-appropriation.												

	A	B	C	D	E	F	G	H	I	J	K	L	
1	<b>COMMODITIES</b>						FY24 YTD Actuals	FY25 Trustee Approved	FY25 Mgmt Plan		COMMENTS	FY26 Proposal	25-26 %Change
2	4000 COMMODITIES												
3	BUSINESS						44,632	47,315	40,280		Books, education, office/field equipment, subscriptions	40,500	1%
4	HOUSEHOLD/INSTITUTNL						11,529	5,700	2,200		Trespass serviced and field attire/equipment	12,200	455%
5	SAFETY						856	2,500	4,600		Safety training, first aid, and ammo	4,600	0%
6	REPAIR/MAINTENANCE (Maintain)						12,493	5,200	13,620		Sign and land markers, tools, trespass	4,200	-69%
7	<b>TOTALS</b>						69,509	60,715	60,700			61,500	1%

Committee took Action 07/30/24

**FY26/27**  
**Budget**  
**Deliberations**

## MEMO

**To:** Anita Halterman, Chair  
**Through:** Allison Biastock Acting Chief Executive Officer  
**From:** Julee Farley, Chief Financial Officer  
**Date:** August 21, 2024  
**Re:** FY26-27 Budget Recommendations

### REQUESTED MOTION #1:

*I move the full Board of Trustees appropriate MHTAAR, MHT Admin and Authority Grant funds for FY2026 in the amount of \$40,179,500. This consists of \$20,985,200 of MHTAAR and MHT Admin and \$19,194,300 of Authority Grants. These funds are to be used for the programs and activities described in the detailed FY26-27 Budget Recommendations document prepared for the August 28 and 29, 2024 Board of Trustees Meeting. Included in this motion is a recommendation by the full Board of Trustees for a State of Alaska appropriation of \$8,939,000 of GF/MH funds.*

### REQUESTED MOTION #2:

*I move the full Board of Trustees appropriate MHTAAR, MHT Admin and Authority Grant funds for FY2027 in the amount of \$37,953,500. This consists of \$20,040,500 of MHTAAR and MHT Admin and \$17,913,000 of Authority Grants. These funds are to be used for the programs and activities described in the detailed FY26-27 Budget Recommendations document prepared for the August 28 and 29, 2024 Board of Trustees Meeting. Included in this motion is a recommendation by the full Board of Trustees for a State of Alaska appropriation of \$9,166,400 of GF/MH funds.*

### Background:

The Trust prepares budgets on a two-year cycle, which incorporates the use of Trust spendable income for operating costs of the Trust Authority, Mental Health Trust Authority Authorized Receipts (MHTAAR), and recommended Authority Grants. The budget additionally includes recommendations to the State of Alaska for the appropriation of General Fund/Mental Health (GF/MH) funds for mental health programs that benefit Trust beneficiaries.

The FY26-27 Budget Recommendation document (included in the board meeting materials) provides the details for how Trust spendable income (MHTAAR, MHT Admin, and Authority Grant) and non-Trust funds (General Funds/Mental Health) are allocated. This budget incorporates changes from the recommended budget presented at the July 30 & 31, 2024 Program & Planning Committee meeting; all items that were revised are highlighted in green in the budget spreadsheet included in your board packet.

The Non-Focus area section of the budget document includes Trust Authority and Trust Land Office agency budgets as approved and recommended by the Finance Committee, as well as staff-recommended spending outside the Focus Areas and Other Priority Areas to improve the lives of beneficiaries

Available Revenue for FY2026 and FY2027 are estimated at \$42.2 million and \$42.8 million, respectively. After accounting for the proposed spending levels, we estimate \$2MM of unobligated FY26 funds and \$4.8MM of unobligated FY27 funds. Note that some of the FY26 and FY27 unobligated funds will be necessary to cover staff salary increases associated with years 2 and 3 of provisions in SB259, as well as to cover any benefit increases. Staff recommends these unobligated funds not be allocated for specific programmatic purposes at this time. Uncertainties regarding the general needs of beneficiaries and the community-based organizations that support them, the state's policies and funding levels for behavioral health care, as well as uncertainty on future investment returns make it important to provide flexibility to ensure the best possible allocation of funds as needs are identified.

# Governance

# CHARTER OF THE BOARD OF TRUSTEES

## Introduction

1. The State of Alaska, under AS 44.25.210, has established the Alaska Mental Health Trust Authority (“AMHTA”) to ensure an integrated comprehensive mental health program and administer the trust established under the Alaska Mental Health Enabling Act of 1956. AMHTA is governed by a Board of Trustees (“Board”) and the Board’s membership, duties and authority are defined in AS 44.25, and AS 37.14.
2. The board of trustees consists of seven members appointed by the governor and confirmed by the Legislature. Trustees are appointed based on their ability in financial management and investment, land management, or in services for the beneficiaries of the trust. The governor will consider a list of persons prepared by a panel as outlined in AS 44.25.210.
3. This document is intended to interpret and implement the statutory provisions that created the board of trustees.

## Role

4. The role of the Board is to advance the mission of AMHTA by working to:
  - (a) Provide for sound governance and fiduciary oversight and direction in achieving AMHTA’s mission;
  - (b) Assist with an integrated, comprehensive mental health program for the State of Alaska in partnership with Department of Health and the Department of Family and Community Services;
  - (c) Preserve and protect the trust corpus while maximizing income now and in the future;
  - (d) Manage AMHTA’s principal and assets;
  - (e) Invest income and use assets to fulfill AMHTA’s purpose; and
  - (f) Administer AMHTA assets and mental health trust income account.

## Authority

5. The board of trustees has authority to:
  - (a) Select, hire, supervise and provide direction and oversight of the chief executive officer (“CEO”);



- (b) Retain independent counsel on behalf of AMHTA;
- (c) Solicit and receive gifts, bequests, and contributions;
- (d) Approve annual budgets and monitor budget performance;
- (e) Establish management principles for AMHTA;
- (f) Adopt and amend bylaws governing Board meetings, selection of officers, proceedings, and other aspects of Board procedure;
- (g) Insure and indemnify and protect the board, the Board members, agents, and AMHTA employees against financial loss and expense while acting within the course and scope of their appointments or employment; and
- (h) Provide for approval of grants as outlined in 20 AAC 40.010 – 40.990.

## Duties and Responsibilities

### GOVERNANCE

6. The Board will carry out the following responsibilities with the assistance of the CEO, CFO, COO, ED of the TLO, staff and others as required by the Board.

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~~6-7.~~ The Board will establish charters setting out the duties and responsibilities of:

- (a) board of trustees;
- (b) chair, vice chair, and secretary;
- (c) executive committee;
- (d) finance committee;
- (e) audit and risk committee;
- (f) resource management committee;
- (g) program and planning committee; and
- (h) Chief Executive Officer.

~~7-8.~~ The Board will establish governance policies and procedures as necessary, including By-Laws, to effectively operate AMHTA. The Board will implement,

with the assistance of the CEO and staff, a governance manual (“Governance Manual”) that will contain the Board’s By-Laws, Charters, and all other Board adopted policies and procedures.

- ~~8-9.~~ The Board will develop and approve the job description of the CEO.
- ~~9-10.~~ The board will clearly define Board and CEO roles and accountabilities for carrying out functions required to meet the needs of beneficiaries.
- ~~10-11.~~ The Board will approve memorandum of agreements (“MOA” or MOAs”) with Department of Natural Resources, Alaska Permanent Fund Corporation, and advisory boards as defined in statute and the settlement agreement.
- ~~11-12.~~ The Board, with the assistance of the CEO and staff, will establish a Board development program to build skills of trustees. The Board Development Program will include policies that enhance trustee recruitment, retention and training.

## BENEFICIARY IMPACT

~~12-13.~~ AMHTA’s sole purpose is to manage its assets (financial, political, human, etc.) to make a positive difference in the lives of beneficiaries through an integrated, comprehensive mental health program for the state of Alaska. To that end, the board will:

- (a) Maintain awareness of the needs of beneficiaries;  
~~— Serve as the primary interface for statutory advisory boards;~~
- (b) Invest in programs that effectively target beneficiary needs, current, future, and preventive; and
- (c) Measure the impact of investments to benefit beneficiaries.

~~13-14.~~ The board will define a mission to focus the organization and align stakeholders.

~~14-15.~~ The board will define a clear set of guiding principles.

## ASSET MANAGEMENT

~~15.~~ In managing and investing AMHTA assets, the Board shall comply with AS 37.10.071, statutory and regulatory requirements and the Alaska Mental Health Enabling Act, P.L. 84-830, 70 Stat. 709 (1965).

16. The Board shall contract with the Alaska Permanent Fund Corporation (“APFC”) for management of the mental health trust fund [AS 37.14.009]. The Board will meet with APFC leadership on an annual basis to review results, forecasts, and issues that could affect future returns.

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17. The Board will approve an asset management policy statement (“AMPS”), including the board’s overall asset management philosophy, to provide effective management, investment, and growth of AMHTA assets.
18. In consultation with the chief financial officer, the Board will establish a framework or process for managing investment risks related to AMHTA assets.
19. The Board will approve the long term or strategic asset allocation for AMHTA.
20. The Board shall provide for the management of non-cash assets through coordination with the Trust Land Office (“TLO”) and other advisors approved by the Board.
21. The Board will require the TLO to establish strategic plans for land stewardship, program related investment, and maximizing revenue from AMHTA’s land and resources, and establish criteria and goals for investments in income producing real estate.

#### FINANCE, AUDIT AND RISK MANAGEMENT

22. The Board will provide appropriate financial and operational controls and procedures to safeguard assets, ensure adequate financial resources, and provide effective financial oversight and risk management.
23. The Board will require audits of the controls and procedures from time to time by an independent external auditor in order to demonstrate that the assets are properly accounted for, and that the investments are in accordance with applicable laws and regulations.
24. The Board will require the preparation of annual financial statements of AMHTA and that these statements are audited by an independent external auditor. It will approve the annual financial statements and audit report.

#### OPERATIONS AND HUMAN RESOURCES

25. The Board will establish a Personnel Policy ~~with the assistance of staff~~ for the effective management of AMHTA,
26. The Board will employ a CEO, set performance targets in writing for the CEO at the beginning of each year, and review and evaluate in writing the CEO’s performance in carrying out policies, procedures, and directions of the Board annually before the CEO’s merit anniversary date. The CEO shall report to the Board ~~on the progress of all assigned tasks on a regular basis, on at least a monthly or more frequent basis, with a report identifying the CEO’s progress on all tasks assigned to the CEO by the Board. The report shall identify each assignment, the date of the assignment, whether the assignment was completed and if not completed why and when completion is expected.~~

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27. The CEO serves at the pleasure of the Board and the Board may terminate the CEO with or without cause.

28. The Board will ensure that AMHTA establishes a strategic plan for the Trust.

### BRAND, COMMUNICATIONS AND OUTREACH

29. Working in conjunction with the CEO, the Board will develop a communications policy to guide how the Board and individual trustees should communicate with stakeholders including but not limited to:

- (a) AMHTA staff;
- (b) State departments and departments heads;
- (c) the Legislature;
- (d) beneficiaries and beneficiary organizations;
- (e) statutory advisory boards;
- (f) service providers;
- (g) prospective partners;
- (h) municipal governments, native corporations, tribes;
- (i) media;
- (j) funding partners;
- (k) other external parties; and
- (l) the general public.

30. The Board, with the assistance of the CCO and staff, will develop a comprehensive communications plan.

31. The Board will require a comprehensive communications plan addresses policy for handling media requests and responding to published media or requests for interview or comment.

### MONITORING AND REPORTING

32. The Board, with the assistance of the CEO and staff, will develop a monitoring and reporting policy which sets out the Board's requirements regarding reports the Board will receive on a regular basis in order to meet its responsibility for the oversight of the AMHTA.

33. The Board will annually submit to the governor and the Legislative Budget and Audit Committee by September 15 a budget for the next fiscal year, as referenced in AS 44.25.270.

### BOARD MEETING PRACTICES

34. The Board will hold at least four regular board meetings each fiscal year.

Committees will meet as necessary to accomplish their responsibilities or as required in the committee charters.

35. Special meetings of the Board may be held at such time and place as the chair may order; or upon the written request of any four trustees to the chair.
36. The Board will be supported by staff as the Board requires. The Board may invite other professionals to attend meetings and provide pertinent information as the Board deems necessary.
37. Reasonable public notice of Board and committee meetings shall be provided in accordance with AS 44.62.310. Meetings of the Board and its committees are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.
38. A quorum at all Board meetings shall consist of four Board members, AS 44.25.210(d). A quorum at committee meetings is a majority of committee members.
39. No member of the board may designate a proxy.

## Review and Amendment of the Charter

40. The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval as necessary to ensure that the charter remains relevant and appropriate.
41. This charter may be amended at any meeting of the full board.
42. The Board adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE CHAIR OF THE BOARD

## Introduction

1. AS 44.25.230 requires the Board to elect a chair annually from among its members.
2. The chair may be re-elected to office by vote of the membership of the Board as above. The Board's intention is to allow Board members the opportunity to serve in officer roles in support of ongoing Board development. To that end, no member may serve more than 2 consecutive full terms in the same office except as provided for by the affirmative vote of five Board members.

## Duties and Responsibilities

3. The chair will perform the duties and responsibilities and exercise the powers as specified below:
  - (a) Call all meetings of the Board;
  - (b) Preside at the meetings of the Board and ensure that such meetings are conducted in an efficient manner and in accordance with AS 44.62.310 and agreed-upon rules of order;
  - (c) Appoint committee chairs and members for standing and ad hoc committees. Standing committees and their chairs will be appointed by the chair after polling the board regarding individual trustee's interest and ability to serve. The Board chair may not concurrently serve as chair of any standing committee, except the Executive Committee;
  - (d) Serve as a non-voting ex-officio member of all committees;
  - (e) Coordinate with the chief executive officer (CEO) to ensure board meeting agendas include required matters, and utilize board and staff resources effectively and efficiently;
  - (f) Facilitate effective and open communications between the board and CEO and coordinate board member requests for information; however, all committee chairs shall have direct communication with the CEO, CFO, COO, CCO, and TLO ED and staff as needed to complete committee work as outlined in each committee's charter;
  - (g) Serve as the primary spokesperson for the board with regard to actions taken by the Board;
  - (h) Act as one of the official spokespersons for AMHTA, together with the CEO and others as directed by the Board;

**Commented [EFH1]:** Other options to appoint committee members:  
1) The chair of the Board can appoint all Committee members;  
2) The Chair of the Board can appoint Committee members after polling the Trustees for their preferences;  
3) The Chair of each respective Committee can appoint the Committee members;  
4) Committee chairs can appoint Committee members after polling each Trustee on their preference for committee assignment;  
5) Committee assignments can be made by each Trustee giving a preference for its first, second... priority assignment and then the Board votes on those or preferred assignments are assigned by Trustee seniority on the Board or some other factors.

**Commented [EFH2]:** Confirm non-voting.

(i) Review and approve travel and other expenses of the members of the Board and CEO in conformity with a Board approved travel policy or in the absence of a Board approved travel policy, then in conformity with the State's current travel policy; and

(j) Carry out any other duties and responsibilities as assigned by the Board.

## Review and Amendment of the Charter

4. The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.
5. This charter may be amended at any meeting of the full board.
6. The Board adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE VICE CHAIR OF THE BOARD

## Introduction

1. The By-laws of AMHTA establish the vice-chair as an officer of the Board.
2. The vice-chair is elected annually from among its members.
3. The vice-chair may be re-elected to office by vote of the membership of the Board as above. The Board's intention is to allow Board members the opportunity to serve in officer roles in support of ongoing Board development. To that end, no member may serve more than 2 consecutive full terms in the same office except as provided for by the affirmative vote of five Board members.

## Duties and Responsibilities

4. The vice-chair will perform the duties and responsibilities and exercise the powers as specified below:
  - (a) Assist in the discharge of the duties of the chair;
  - (b) Assume the duties of the chair when the chair is absent, or when the chair designates the vice-chair to act in that capacity;
  - (c) Temporarily act as the chair in the event of death, resignation, removal from office, or permanent disability of the chair, until the election of a new chair;
  - (d) Serve as a member of the executive committee; and
  - (e) Perform other duties and responsibilities as assigned by the Board.

## Review and Amendment of the Charter

5. The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.
6. This charter may be amended at any meeting of the full board.
7. The Board of trustees adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.



# CHARTER OF THE SECRETARY OF THE BOARD

## Introduction

1. The By-laws of AMHTA establish the secretary as an officer of the Board.
2. The secretary is elected annually from among its members.
3. The secretary may be re-elected to office by vote of the membership of the Board as above. The Board's intention is to allow Board members the opportunity to serve in officer roles in support of ongoing Board development. To that end, no member may serve more than 2 consecutive full terms in the same office except as provided for by the affirmative vote of five Board members.

## Duties and Responsibilities

4. The secretary will perform the duties and responsibilities and exercise the powers as specified below:
  - (a) Assume the duties of the chair when the chair and vice-chair are unavailable;
  - (b) Ensure that the records of board proceedings are maintained in accordance with applicable law;
  - (c) Serve as a member of the executive committee; and
  - (d) Perform other duties and responsibilities as assigned by the Board.

## Review and Amendment of the Charter

5. The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.
6. This charter may be amended at any meeting of the full board.
7. The Board adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE EXECUTIVE COMMITTEE

## Introduction

1. The AMHTA Board has established an executive committee (“Committee”).
2. The Board has established this charter which sets out the duties and responsibilities of the Committee.

## Role

3. The role of the Committee is to complete the following activities with the assistance of the CEO, staff and others as the Board deems necessary:
  - (a) Develop and implementation policies and procedures for governing the AMHTA;  
and
  - (b) Promptly review emergency grant requests as required by 20 AAC 40.260(f).

## Authorities

4. The Committee will have the authority to conduct any review and take action appropriate to fulfill its responsibilities.
5. The Committee chair will have direct access to the CEO, CFO, COO, CCO, TLO ED, legal counsel, ~~and staff~~ as well as all advisors, consultants, and asset managers of AMHTA.

## Operating Procedures

6. The Committee will consist of three board officers: the chair, vice chair, and secretary.
7. The Board chair will act as the chair of the Committee.
8. The Committee will meet at the call of the chair. The Committee chair will prepare and/or approve an agenda in advance of each meeting.
9. The Committee will be supported by staff as required by the Committee. The Committee may invite other professionals to attend meetings and provide pertinent information as deemed necessary.
10. Reasonable public notice Committee meetings shall be provided in accordance with AS 44.62.310. Meetings of the Committee are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.

11. Minutes of Committee meetings will be taken, and reports of committee actions and meetings will be made to the Board.

~~12.~~

~~13.~~<sup>12.</sup> The Committee may provide a public comment period at its meetings.

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## Duties and Responsibilities

### GOVERNANCE

~~14.~~<sup>13.</sup> The Committee will carry out the following responsibilities with the assistance of the CEO, CFO, COO, ED of the TLO, Staff and others as required by the Committee. The staff, unless specifically noted otherwise, will provide support for the development of deliverables, policies or other work products described in the charter.

- (a) Conduct a governance review of AMHTA's By-Laws and charters and recommend any amendments to the Board for approval;
- (b) Oversee the creation and timely updating of the Governance Manual; and
- (c) Perform other duties and responsibilities assigned by the Board.

### GRANT APPROVAL

~~15.~~<sup>14.</sup> The Committee will promptly review emergency grant requests as required by 20 AAC 40.260(f).

## Review and Amendment of the Charter

~~16.~~<sup>15.</sup> The Committee will review this charter at least once every three years and recommend any amendments to the board for approval.

~~17.~~<sup>16.</sup> This charter may be amended at any meeting of the full board.

~~18.~~<sup>17.</sup> The board of trustees adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE FINANCE COMMITTEE

## Introduction

1. The AMHTA Board has established a finance committee (“Committee”) to assist the Board in the financial oversight of and strategic financial planning for AMHTA.
2. The Board has established this charter which sets out the duties and responsibilities of the Committee.

## Role

3. The role of the Committee is to complete the following activities with the assistance of the **CEO, CFO, TLO ED**, staff, and others as deemed necessary by the Committee:
  - (a) Develop or recommend investment and financial management policies for approval by the Board;
  - (b) Oversee the implementation of approved investment and financial management policies on behalf of the Board in accordance with AMHTA statutes and regulations and the Committee charter;
  - (c) Monitor budget status and investment performance on an ongoing basis;
  - (d) Advise the Board regarding improving effectiveness and efficiency of financial management activities;
  - (e) Review AMHTA’s MOA with the Alaska Permanent Fund Corporation at least every 3 years and recommend reaffirmation or revisions for approval to the Board;
  - (f) Review AMHTA’s MOA with the Department of Revenue at least every 3 years and recommend reaffirmation or revisions for approval to the Board; and
  - ~~(g) Provide the eCommittee’s written input and feedback to the CEO in support of the annual performance evaluation of the chief financial officer. The Committee chair may attend and participate in annual evaluation meeting between the CEO and CFO.~~

## Authorities

4. The committee will have the authority to conduct any review and take any action appropriate to fulfill its responsibilities.

**Commented [EFH3]:** See Trustee Feige comments.

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5. The Committee chair shall have direct access and may communicate directly with the CEO, CFO, COO, CCO, TLO ED, staff, legal counsel, advisors, consultants and asset managers. ~~will provide the committee, through the CEO, will have access to the CFO, legal counsel, advisors, consultants and asset managers.~~

Commented [EFH5]: Suggested add by Trustee Feige

## Operating Procedures

6. The Committee will consist of three Board members.
7. The Committee will meet at least four times annually, or more frequently by call of the Committee chair. The Committee chair will prepare and/or approve an agenda in advance of each meeting.
8. The Committee will be supported by staff as required by the Committee. The Committee may invite other professionals as it deems necessary, to attend meetings and provide pertinent information.
9. Reasonable public notice of Committee meetings shall be provided in accordance with AS 44.62.310. Meetings Committee are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.
10. Minutes of Committee meetings will be taken, and reports of committee actions and meetings will be made to the Board.
11. The Committee may provide a public comment period at its meetings.

## Duties and Responsibilities

### FINANCIAL MANAGEMENT

12. The Committee will carry out the following responsibilities with respect to the financial oversight of AMHTA with the assistance of the CEO, CFO, COO, TLO ED, staff and others as required by the Committee:
  - (a) Develop policies and procedures for investment and financial management;
  - (b) Oversee and advise the Board on the implementation of approved investment and financial management policies, including the Asset Management Policy Statement;
  - (c) Review agency budgets for the Trust Authority Office and the Trust Land Office and then forward a recommended budget to the Board for approval;

(d) Review the allocation of principal and income established in 20 AAC 40.610 and AS 37.14.031(d); and

~~(d)~~(e) Review and make recommendations to the full board concerning

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requests for funds from the Trust Land Office for resource projects and commercial real estate investments.

**Commented [EFH6]:** Should this be for all funding requests and should it be on recommendations from RMC and/or other committees as applicable?

Also see comments from Trustee Feige.

## Review and Amendment of the Charter

13. The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.
14. This charter may be amended at any meeting of the full board.
15. The board of trustees adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE AUDIT AND RISK COMMITTEE

## Introduction

1. The AMHTA Board has established an audit and risk committee (“Committee”) to assist the Board in managing the annual financial audit process and identifying and addressing organizational risk.
2. The Board has established this charter which sets out the duties and responsibilities of the Committee.

## Role

3. The role of the Committee is to complete the following activities with the assistance of the CEO, CFO, **TLO ED**, staff, and others as deemed necessary by the Committee:
  - (a) Develop policies and procedures for managing the annual financial audit process;
  - (b) Analysis of organizational risk in the areas of finance, human capital, operations, technology, reputation, physical, governance, and management and to address identified risk;
  - (c) Annually review the organization’s risk management plan and make recommendations to the Board for modifications;
  - (d) Review the integrity of the financial reporting process and the system of internal controls and procedures regarding finance, accounting, and legal compliance and make recommendations to the Board for modifications;
  - (e) Review the performance and independence of the AMHTA's external auditors for compliance with generally accepted accounting standards;
  - (f) Develop a line of communication among external auditors, the Committee, CEO, CFO, and the board; and
  - (g) Provide the committee’s written input and feedback to the CEO in support of the annual performance evaluation of the CFO. The Committee chair may attend and participate in annual evaluation meeting between the CEO and CFO

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## Authorities

4. The committee will have the authority to conduct any review and take action

appropriate to fulfilling its responsibilities.

5. The Committee chair shall have direct access and may communicate directly with the CEO, CFO, COO, CCO, TLO ED, staff, legal counsel, advisors, consultants, external auditors and asset managers will provide the committee will have direct access to the external auditors as well as, through the CEO, to the CFO, legal counsel, as well as all advisors, consultants and asset managers of the Trust. Written communications between the Committee Chair and these individuals shall be copied to the Board chair.

**Commented [EFH8]:** Suggested add by Trustee Feige

**Commented [EFH9]:** Is this final language or do you need additional discussion on it?

## Operating Procedures

- ~~6.~~ The committee will consist of three Board members, appointed by the Board Chair, a committee of the whole board. The Committee Chair shall appoint a Committee Secretary to take minutes of the Committee's meetings with the assistance of staff.

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~~6.~~

- ~~7.~~6. The Committee will meet as needed to oversee the audit process. The Committee chair will prepare and/or approve an agenda in advance of each meeting.

- ~~8.~~7. The Committee will be supported by staff as required by the Committee. The Committee may invite auditors or other professionals as it deems necessary to attend meetings and provide pertinent information.

- ~~9.~~8. Reasonable public notice of Committee meetings shall be provided in accordance with AS 44.62.310. Meetings of the Committee are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.

- ~~10.~~9. Minutes of Committee meetings will be taken, and reports of Committee actions and meetings will be made to the Board.

~~11.~~

- ~~12.~~10. The Committee may provide a public comment period at its meetings.

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## Duties and Responsibilities

### INTERNAL CONTROLS

- ~~13.~~11. The committee will carry out the following responsibilities with respect to AMHTA's internal controls with the assistance of the CEO, CFO, COO, TLO ED, staff and others as required by the Committee:

- (a) Develop and implement audit and risk management policies and procedures with appropriate controls;
- (b)



- (c) Oversee the annual independent audit process, including engaging the independent auditor and receiving all reports and management letters from the auditor;
- (d) Review the annual audited financial statements prior to filing or distribution of the final report. This review should include discussion with management and external auditors of significant issues regarding accounting principles, practices, and judgments;
- (e) Recommend acceptance of the audit to the full Board;
- (f) In consultation with the CEO, CFO, and the auditors, consider the integrity of the financial reporting processes and controls; discuss significant financial risk exposures and the steps management has taken to monitor, control, and report such exposures; and review significant findings prepared by the external auditors and the chief financial officer together with management's responses;
- (g) Advise the Board of any significant changes to applicable accounting principles and any items required to be communicated by the auditors;
- (h) In coordination with the CEO and AMHTA's counsel, ensure the board is aware of any legal matters that could have a significant impact on AMHTA's financial statements, AMHTA's compliance with applicable laws and regulations, and any inquiries received from regulators or governmental agencies;

## EXTERNAL AUDIT

~~14.12.~~ The committee will have the following responsibilities with respect to the AMHTA's annual external auditors with the assistance of the CEO, CFO, COO, staff and others as required by the Committee:

- (a) Review the external auditors' audit plans;
- (b) Consider the external auditors' judgments about the quality and appropriateness of the AMHTA's accounting principles as applied in its financial reporting;
- (c) Discuss with management and the external auditors the quality of the accounting principles and underlying estimates used in the preparation of the Trust's financial statements;
- (d) Discuss with the external auditors the clarity of the financial disclosure practices used or proposed by the AMHTA;
- (e) Review the performance and independence of the auditors and periodically recommend to the Board the appointment of external auditors or approve any discharge of auditors when circumstances warrant; and

- (f) Require external auditors to disclose all significant relationships the auditors have with AMHTA that could impair the auditors' independence.

## Review and Amendment of the Charter

~~15-13.~~ The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for.

~~16-14.~~ This charter may be amended at any meeting of the full Board.

~~17-15.~~ The board of trustees adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE RESOURCE MANAGEMENT COMMITTEE

## Introduction

1. The Board has established a resource management committee ("Committee") to assist the Board in advising the Trust Land Office (TLO) on managing AMHTA's land, commercial real estate and natural resources ("Non-Cash Assets").
2. The Board has established this charter which sets out the duties and responsibilities of the Committee.

## Role

3. The role of the Committee is to complete the following activities with the assistance of the CEO, ED of the TLO, staff, and others as deemed necessary by the Committee:
  - (a) Develop of policies and procedures for protecting, enhancing, and managing AMHTA's Non-cash Assets in the best interests of the beneficiaries for approval by the Board;
  - (b) Review the goals and objectives of the Trust Land Office with the assistance of the CEO and ED of the TLO and staff as the Committee deems necessary and recommend approval of those goals and objectives to the Board for approval;
  - (c) Review AMHTA's MOA with Department of Natural Resources for management of the TLO as outlined in the MOA at least once every 3 years and recommend reaffirmation or revisions to the Board; and
  - (d) Provide the Committee's written input and feedback to the CEO in support of the annual performance evaluation of the ED of the TLO as per the MOU.:  
~~The Committee chair may attend and participate in annual evaluation meeting between the CEO and ED of the TLO.~~

Commented [EFH10]: See Trustee Feige comments.

Commented [EFH11]: See Trustee Feige Comments

## Authorities

4. The Committee will have the authority to conduct any review and take any action appropriate to fulfill its responsibilities.

5. The Committee chair shall have direct access and may communicate directly with the CEO, ED of the TLO, CFO, COO, CCO, staff, legal counsel, advisors, and consultants, will provide the committee, through the CEO, will have access to the ED of the TLO, legal counsel, as well as all advisors and consultants of AMHTA. Trustees may direct the CEO or TLO Executive Director to inform them on a particular topic. Goal of coordinated information sharing and information access. Written communications between the Committee Chair and these individuals shall be copied to the Board chair.

## Operating Procedures

- ~~6. The Committee will consist of three Board members, appointed by the Board chair, a committee of the whole board. The Committee Chair shall appoint a Committee Secretary to take minutes of the Committee's meetings with the assistance of staff.~~
6. The Committee will meet at least four times annually, or more frequently by call of the Committee chair. The committee chair will prepare and/or approve an agenda in advance of each meeting.
7. The Committee will meet at least four times annually, or more frequently by call of the Committee chair. The committee chair will prepare and/or approve an agenda in advance of each meeting.
8. The Committee will be supported by staff as required by the Committee. The Committee may invite other professionals it deems necessary to attend meetings and provide pertinent information.
9. Reasonable public notice of Committee meetings shall be provided in accordance with AS 44.62.310. Meetings of the Committee are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.
10. Minutes of Committee meetings will be taken, and reports of Committee actions and meetings will be made to the Board.
11. The Committee may provide a public comment period at its meetings.

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## Duties and Responsibilities

12. The Committee will carry out the following responsibilities with the assistance of the CEO, CFO, COO, ED of the TLO, staff and others as required by the Committee.

**Commented [EFH12]:** See Trustee Feige Comments

## PLANNING

13. The Committee will oversee the establishment and development of policies and procedures by the ED of the TLO with respect to AMHTA's Non-cash

Assets.

- 14. Review and provide input for revising the resource management strategy at least once every three years and provide reaffirmation or revisions for Board approval.

### TRUST LAND MANAGEMENT

- 15. Ensure that AMHTA land is managed in the best interest of the beneficiaries of the Trust;
- 16. Focus on maximizing and diversifying revenue, both principal and income, in the management of AMHTA lands; and
- 17. Work with the ED of the TLO to report the TLO's efforts and results to the Board.

### COMMERCIAL REAL ESTATE INVESTMENTS

~~15. The committee will carry out the following responsibilities with respect to the real estate investments:~~

- (a) ~~18. Assist the Finance Committee to~~ Define a commercial real estate investment policy and ~~strategy procedure~~, and review ~~annually as needed~~; and
- (b) ~~19. Monitor commercial real estate investment activities and performance, and report to the Board.~~

### FINANCIAL

~~(e) Review and recommend action to the Finance Committee consult, as delegated by the Board, on non-cash disposals; with an annual lease rental more than \$50,000 and not to exceed \$500,000; and disposals with sale revenues more than \$250,000 and less than \$1,000,000. This authority includes disposals that could produce revenues in the form of royalties that exceed this revenue limit if the disposal is an extension or expansion of an existing lease that has previously been subject to the consultation process, so long as any expansion or addition to that lease does not exceed 25% of the original lease acreage; and~~

~~(a) (b) Review and make recommendations to the Finance Committee Approve on project-specific expenditures, from the principal, budget reserves or the facility maintenance account between \$50,000 and \$100,000.~~

### FINANCE, ACCOUNTING AND AUDIT

~~16-15. The Committee will work with the ED of the TLO to develop and implement appropriate financial and operational controls to safeguard~~

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**Commented [EFH14]:** See Trustee Feige comments re only recommend action to Finance Com. If funds are needed from TA.

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**Commented [EFH15]:** See Trustee Feige comments.

AMHTA's Non-Cash Assets. The Committee will coordinate with the CEO and ED of the TLO, as required by the Committee, to prepare any necessary management response to any issues of significant concern related to the TLO on the part of the external auditor.

## COMMUNICATIONS

~~17-16.~~ The Committee will:

~~(e)(c)~~ Review the AMHTA communications plan regarding resource management related issues requiring legislative or public advocacy and make recommendations to the Board for appropriate amendments.

## Review and Amendment of the Charter

~~18-17.~~ The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.

~~19-18.~~ This charter may be amended at any meeting of the full Board.

~~20-19.~~ The Board adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

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# CHARTER OF THE PROGRAM AND PLANNING COMMITTEE

## Introduction

1. The Board has established a program and planning committee ("Committee") to assist the Board in managing the program and planning oversight of the AMHTA.
2. The Board has established this charter which sets out the duties and responsibilities of the Committee.

## Role

3. The role of the Committee will be to complete the following activities, with the assistance of the CEO, COO, ~~staff~~, and others as the Committee deems necessary:
  - (a) Develop program policies and procedures to address the needs and improve the circumstances of beneficiaries and recommend those policies and procedures to the Board for approval;
  - (b) Oversee implementation of AMHTA programs and plans at the direction of and on behalf of the Board in accordance with AMHTA statutes, regulations, and this charter;
  - (c) Work directly with the COO, staff and others to identify and forecast the status and needs of beneficiaries;
  - (d) Review the programs and plans affecting beneficiaries and recommend necessary changes and improvements;
  - (e) Oversee the Trust Authority Office's work with the Department of Health and the Department of Family and Community Services and review outcomes to annually update the comprehensive integrated mental health program;
  - (f) Review AMHTA's MOAs with statutory advisory boards at least once every 3 years and recommend reaffirmation or revisions to the Board; and

- (g) Provide the Committee's written input and feedback to the CEO in support of the annual performance evaluation of the COO.

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## Authorities

- 4. The Committee will have the authority to conduct any review and take action appropriate to fulfill its responsibilities.
- 5. The eCommittee chair shall have direct access and may communicate directly with the, through the CEO, will have access to the COO, CFO, CCO, staff, legal counsel, advisors, and consultants, executive director of mental health policy and programs, legal counsel, as well as all advisors and consultants of AMHTA.

## Operating Procedures

- 6. ~~5.~~ The committee will consist of ~~three Board members~~ a committee of the whole board.
- 7. The Committee will meet at least four times annually, or more frequently by call of the Committee chair. The Committee chair will prepare and/or approve an agenda in advance of each meeting.
- 8. The Committee will be supported by staff as required by the Committee. The Committee may invite other professionals as it deems necessary, to attend meetings and provide pertinent information.
- 9. Reasonable public notice of committee meetings shall be provided in accordance with AS 44.62.310. Meetings of the Committee are subject to the Open Meetings Act, AS 44.62.310 and 44.62.312.
- 10. Minutes of Committee meetings will be taken, and reports of Committee actions and meetings will be made to the Board.
- 11. The Committee may provide a public comment period at its meetings.

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## Duties and Responsibilities

### REPORTING

- 12. The Committee will carry out the following responsibilities with the assistance of the CEO, CFO, COO, staff and others as required by the Committee.

### REPORTING



(a) Review the performance of Mental Health Trust Authority Authorized Receipts (MHTAAR) and authority grant funded projects annually. Develop reporting requirements to track performance of AMHTA grant funded projects and report on the performance e of the grants to the Board and public on an annual basis.

**Commented [EFH16]:** Staff questions were this requirement arose?

(b) Review the status of the comprehensive integrated mental health program and planning efforts.

## PLANNING

13. :

12. Review program related policies or initiatives including the State of Alaska’s comprehensive integrated mental health program plan;

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(a) On an annual basis, review and monitor the development of the Trust Authority’s budget related process and recommendations; and

(b) Invite statutory advisors, key stakeholders, and relevant content experts to participate in discussions and planning activities.

## FINANCIAL

14. Allocate grant funds previously approved by the full board but not allocated to a specific grantee between \$100,000 and \$500,000.

15. As delegated by the board, approve changes of intent for MHTAAR grants involving the carry-over from one state fiscal year to another.

## Review and Amendment of the Charter

16. The Executive Committee will review this charter at least once every three years and recommend any amendments to the Board for approval.

17. This charter may be amended at any meeting of the full Board.

18. The board of trustees adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# CHARTER OF THE CHIEF EXECUTIVE OFFICER

## Introduction

1. Alaska Law, AS 44.25.230(b), requires the board of trustees of the Alaska Mental Health Trust Authority (AMHTA) to employ a chief executive officer (CEO) and set the minimum salary for that position.
2. AMHTA's By-laws state that the CEO will be the chief executive officer of the corporation and serve at the pleasure of the Board. The By-laws set out, in general terms, the duties of the CEO.

## Duties and Responsibilities

3. The Board has approved a position description that is filed with the State of Alaska, incorporated by reference and attached hereto, that describes the accountabilities, characteristics, and minimum qualifications expected of the CEO.
4. The CEO shall keep the Board members informed of all material matters affecting AMHTA.
5. The CEO shall provide the Board members with copies of all relevant and appropriate information received by the AMHTA and/or the CEO reports received by the AMHTA and/or the CEO from outside consultants, advisors, auditors, and others in a timely manner.

~~43-6. The CEO shall report to the Board, on at least a monthly or more frequent basis, with a report identifying the CEO's progress on all tasks assigned to the CEO by the Board. The report shall identify each assignment, the date of the assignment, whether the assignment was completed and if not completed why and when completion is expected.~~

7. Act as one of the official spokespersons for AMHTA when so designated by the Board.

## Authorities

6. The CEO is required to report to the Board, at each of the four regularly scheduled meetings per year, on the major program activities and status of the progress against the budget.
7. The CEO is responsible for developing and executing a legislative program on an annual basis and timely reporting its progress to the Board.

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Commented [EFH17]: Staff indicates this was stricken at the 3-18-24 meeting. Just want to make sure.

~~8. The board delegates authority to the CEO to receive consultations on behalf of AMHTA from the Trust Land Office (TLO) as required by law regarding projects with projected total sale revenue below \$250,000, or projected annual total land or mineral lease or easement rental below \$50,000, and to quarterly report such consultations to the board.~~

~~9. The board delegates authority to the CEO to approve project specific expenditures by the TLO from the principal, budget reserves or the facility maintenance account below \$50,000 per approval with a cumulative maximum of \$100,000 per year, and to quarterly report such approvals to the board.~~

~~10.8.~~ The CEO has authority to raise issues to the board at any board or committee meeting.

~~11.9.~~ The CEO may delegate duties to staff except as specifically prohibited by herein.

~~12.10.~~ The CEO will actively consult with the board and receive their consent to the employment or termination of the following key roles: COO, ~~ED of the TLO,~~ and CFO. The CEO shall provide the Board with all terms and conditions of employment offers for the above listed positions as part of the consultation.

**Commented [EFH18]:** Staff requests this language be stricken. It was parking lotted last meeting.

## Review and Amendment of the Charter

~~13.11.~~ The Executive Committee will review this charter at least once every three years and recommend any amendments to the board for approval.

~~14.12.~~ This charter may be amended at any meeting of the full Board.

~~15.13.~~ The Board adopted this charter on October 27, 2017 and amended it on \_\_\_\_\_.

# **Additional Documents**

**To:** Anita Halterman, Chair  
**Through:** Allison Biastock, Acting Chief Executive Officer  
**From:** Julee Farley, Chief Financial Officer  
**Date:** August 19, 2024  
**Re:** Audit & Risk Committee Report

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**Meeting Summary:**

The Audit & Risk Committee met on July 30, 2024. The meeting was attended in person by trustees Kevin Fimon (chair), Rhonda Boyles, Corri Feige, Brent Fisher, Anita Halterman, Agnes Moran (remote), and John Morris.

Audit Planning for the Year Ending June 30, 2024: Bikky Shrestha, Assurance Partner at the Anchorage BDO office, presented an overview of the plan for the FY2024 external audit. The audit focus is on material aspects of the Trust's activities and based on preliminary evaluation, internal controls, interviews, commercial real estate valuations, and recent developments (e.g., economic, new GASB pronouncements, new staffing and new accounting processes). Trust staff have been providing requested documentation with audit work planned for September. Completion is targeted for presentation to the Audit & Risk Committee in October.

Risk Management Plan: Julee Farley introduced the Flow of Funds chart and discussed the Trust's Annual Payout Procedures. The Committee then entered into Executive Session, in compliance with the Open Meetings Act, to discuss Annual Payout Procedures.

The next scheduled meeting of the Audit & Risk Committee is ***October 16, 2024.***

**To:** Anita Halterman, Chair  
**Through:** Allison Biastock, Acting Chief Executive Officer  
**From:** Katie Baldwin-Johnson, Chief Operating Officer  
**Date:** August 21, 2024  
**Re:** Program and Planning Committee Report – July 31, 2024

The meeting occurred on July 31, 2024, and was attended by trustees Kevin Fimon, Rhonda Boyles, John Morris, Corri Feige, Brent Fisher, and Agnes Moran (chair). Trustee Fisher chaired the meeting on behalf of trustee Moran, who attended remotely.

**Meeting Summary**

The Program and Planning Committee agenda included 1) Focus Area and Partnership Grant funding considerations and 2) a staff overview of the FY26 and FY27 budget recommendations.

**1. Authority Grant Approvals**

The following items were presented and discussed by trustees. This is the first meeting in which all grant approvals come before the P&P committee of the whole board. The following are the funding requests presented and the corresponding action taken by the full board.

	<b>Proposed Motion</b>	<b>Budget Fund Source</b>	<b>Project Title</b>	<b>Organization</b>	<b>Trustee Action</b>
<b>1</b>	Trustees approve a \$500,000 FY25 Housing & Home and Community-Based Services Authority grant to Southcentral Foundation for the Traumatic and Acquired Brain Injury (TABI) Phasic Implementation Plan for Identification, Intervention, and Enhanced Community Infrastructure project.	Focus Area Allocation	Traumatic and Acquired Brain Injury (TABI) Phasic Implementation Plan for Identification, Intervention, and Enhanced Community Infrastructure	Southcentral Foundation	Approved

2	Trustees approve a \$50,000 FY25 Early Childhood Intervention & Prevention authority grant to the All Alaska Pediatric Partnership for the Early Childhood Governance Outreach Coordination project.	Focus Area Allocation	Early Childhood Governance Outreach Coordination	All Alaska Pediatric Partnership	Approved
3	Trustees approve a \$100,000 FY25 partnership grant to the Anchorage Coalition to End Homelessness for the "the Next Step" project.	Partnership	The Next Step	Anchorage Coalition to End Homelessness	Approved
4	Trustees approve a \$75,000 FY25 partnership grant to the Sultana New Ventures LLC for the Health TIE project.	Partnership	Health TIE	Sultana New Ventures LLC	Approved
5	Trustees approve a \$50,000 FY25 Partnership Grant to the Interior Alaska Center for Non-Violent Living for the Fairbanks Housing Case Manager project.	Partnership	Fairbanks Housing Case Manager	Interior Alaska Center for Non-Violent Living	Approved
6	Trustees approve a \$50,000 FY25 Partnership Grant to Nikiski Senior Citizens Inc. for the Kenai Peninsula Family Caregiver Support Program.	Partnership	Kenai Peninsula Family Caregiver Support Program	Nikiski Senior Citizens Inc	Approved
7	Trustees approve a \$50,000 FY25 partnership grant to Valley Charities for the Durable Medical Equipment Lending Program New Location.	Partnership	Durable Medical Equipment Lending Program New Location	Valley Charities	Approved
8	Trustees approve a \$48,080 FY25 Partnership Grant to the Hospice of Homer for the Healthy Aging Project.	Partnership	Healthy Aging Project	Hospice of Homer	Approved
9	Trustees approve a \$48,022 FY25 partnership grant to the Anchorage Neighborhood Health Center for the Behavioral Health Assessments project.	Partnership	Behavioral Health Assessments	Anchorage Neighborhood Health Center	Approved
10	Trustees approve a \$15,000 FY25 partnership grant to the Alaska Literacy Program for the FY25 Alaska Literacy Program project.	Partnership	Alaska Literacy Program - FY25	Alaska Literacy Program	Approved

11	Trustees approve a \$2,500 FY25 partnership grant to the Alaska Eating Disorders Alliance for the Immersive Eating Disorders Essentials project.	Partnership	Immersive Eating Disorders Essentials	Alaska Eating Disorders Alliance	Approved
12	Trustees approve a \$2,500 FY25 partnership grant to the Alaska Children's Alliance for the 2024 Alaska Conference on Child Maltreatment.	Partnership	2024 Alaska Conference on Child Maltreatment	Alaska Children's Alliance	Approved

**2) FY26/27 Trust Budget Recommendations Presentation**

Allison Biastock, acting CEO, framed the discussion for the budget presentation, stating that the draft budget proposes funding through state agencies, nonprofits, service providers, and many others that are working to improve beneficiary outcomes. An overview of how budget recommendations are developed over the year with the engagement of key advisors and partners was also shared. The budget recommendations, the budget narrative, and the overview of the Trust focus and priority areas discussed at the meeting demonstrate how the Trust works across systems to use its resources to improve the lives of Trust beneficiaries. Also noted, the budget recommendations align with many of the priorities of state partners who are also engaged in improving outcomes and have provided input on specific Trust budget strategies.

An overview of each budget section by the corresponding Program Officer followed the presentation. In addition to an overview of each focus/priority area, a brief overview identified recommendations that differ from the FY25 budget, including new proposed projects or strategies. Each line in the draft budget spreadsheet corresponds to the budget narrative document. The order of the presentation followed this sequence:

- Mental Health & Addiction Intervention – Eric Boyer, Senior Program Officer
- Disability Justice – Heather Phelps, Program Officer
- Beneficiary Employment & Engagement – Tina Voelker Ross, Program Officer
- Housing Home & Community-Based Services – Kelda Barstad, Program Officer
- Workforce Development – Eric Boyer, Senior Program Officer
- Early Childhood Intervention & Prevention – Tina Voelker-Ross, Program Officer
- Non-Focus Area Allocations – Katie Baldwin-Johnson, Chief Operating Officer

Staff will further refine the budget materials, which will be on the agenda for trustee deliberation at the August 28–29, 2024 board meeting. The Trust has a statutory responsibility to transmit an approved budget to the governor and legislature by September 15, 2024.

The Program and Planning Committee adjourned at approximately 3:45 p.m. on July 31, 2024. The committee’s next meeting is scheduled for October 16-17, 2024, in Anchorage.