

Citizens' Advisory Commission on Federal Areas in Alaska

December 19, 2025, Meeting (virtual) Minutes

1. Call to Order

Charlie Lean conducted a roll call, established a quorum met:

Present: David Brown, Senator Cathy Giessel, Teresa Hanson, Elizabeth Jerue, William Koehler, Charlie Lean (Chair), Susan Smith (Vice Chair), Randy Zarnke

Absent: Nathan Turner, Frank Woods, Alice Smith, Rep Andy Josephson

Others Present: Ashlee Adoko (OPMP Executive Director), Cathe Heroy (statewide Federal-ANILCA Program Coordinator (in OPMP), Darwin Peterson (staff to Representative Josephson, Tina Cuning (former ADF&G ANILCA Coordinator), and Sara Taylor (former CACFA Executive Director)

2. Agenda

Motion by Cathy, seconded by Will, to approve agenda. **Passed** with no objections.

3. Executive Director Position Posting

Motion by Cathy, seconded by Will, to approve the amended Class Specifications for the ED job as recommended by the subcommittee. **Passed** with no objections.

Motion to approve the amended job posting as recommended by the subcommittee. **Passed** with no objections. Ashlee advised she can't post the position until she gets approval of the request to waive the hiring freeze.

4. Bylaws

The subcommittee members presented the bylaws adopted in 2016 after a public comment period. Cathy made a **motion** to continue to use the 2016 bylaws, Elizabeth seconded. **Passed** with no objections. It was recommended a 'Bylaws Review Committee' be enacted at a later date to look into the inclusion or not of the changes created by the 2024 changes to the Statute.

5. Future Meetings

Charlie suggested the next meeting be set for a half-day on Friday February 13 and all day Saturday February 14, 2026, pending travel wavier approvals, presenters' schedules, Commissioners' availability, and public notice requirements. The Commissioners prefer an in-person meeting, but asked about attending virtually. The Chair requested volunteers review and prepare a budget for the February meeting. Charlie and Susan agreed to be the subcommittee. Ashlee asserted she would have to get approval to move line items; Charlie explained his experience with discretion to move between line items in State budgets. Susan requested and Ashlee agreed to provide a report of expenses charged to CACFA's monies to date.

6. **Executive session, if necessary** – An Executive Session was not held.

7. **New business** – No new business brought forth.

8. **Commission member comments** – No Commissioner comments at this time.

9. **Adjournment:** The meeting adjourned at 1:47 pm.