
Health Needs and Human Services Commission Minutes

Wednesday, August 20, 2025 12:00 p.m.

Harrigan Centennial Hall

Commission Members:

Michelle Kavouras, Crystal Duncan, Annette Evans,
Amanda Roberts, Lawrence "Woody" Widmark,
JJ Carlson (Assembly Liaison)

I. CALL TO ORDER

Chair Kavouras called the meeting to order at 12:00 p.m.

II. ROLL CALL

Commissioners Present: Crystal Duncan, Michelle Kavouras, Amanda Roberts,
and Woody Widmark (via zoom)

Commissioners Absent: Annette Evans (excused)

III. CORRESPONDENCE /AGENDA CHANGES

No agenda changes.

IV. PERSONS TO BE HEARD *(Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, not to exceed 3 minutes)*

None.

V. APPROVAL OF MINUTES

A. July 16, 2025

Duncan moved to approve the minutes of July 16, 2025. Motion passed 4-0 by a roll call vote.

VI. REPORTS

Chair – Kavouras reminded members to raise hand to indicate they would like to share.

Commissioners – None.

City Staff – Bayne reminded members to notify her for zoom needs and absences.

Upcoming assembly liaisons may change after the election.

Assembly Liaison – None.

Other(s) – None.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS

B. Discussion/Decision of due dates for presentations, final reports, and work session

Health Needs and Human Services Commission minutes

Final Minutes August 20, 2025

Page 1 of 2

Peterson recommended waiting to schedule a work session with the assembly to review the findings of the 2025 goals until the 2025 goals are complete. The commission supported carrying 2025 goals into 2026 due to time constraints and budget planning and focus on recruitment. It was proposed to present the final report to the Assembly in November of 2026. Peterson emphasized finalizing the report by November 2026 to align with budget meetings.

The commission supported regular progress check-ins, including monthly updates at the Health Needs and Human Services Commission meetings, and adding quarterly draft reports for the packet starting in November 2025. Peterson recommended adding 2026 goals to the January Assembly agenda as a continuation of 2025 goals.

Roberts moved to carry 2025 goals over to 2026. Motion passed 4-0 by a roll call vote.

C. Discussion on amendments to Sitka General Code Chapter 2.30 "Health Needs and Human Services Commission"

The commission discussed ordinance updates they would like to make. Members were asked to review Section 2.3, with discussion scheduled for the September 17 meeting. The commission is interested in obtaining legal review regarding exceptions to the Zoom attendance limit of four times per year. Members will refer to the Sustainability and Tourism ordinances for example. A draft ordinance will be prepared for commission approval and legal review, requiring two Assembly sponsors to proceed.

I. PERSONS TO BE HEARD *(For items on or off the agenda, not to exceed 3 minutes)*

VIII. ADJOURNMENT

Member Duncan moved to adjourn the meeting. Seeing no objections, the meeting adjourned at 12:51 p.m.

Attest:
Holley Bayne
Deputy Municipal Clerk