



Application for Appointment to Boards, Committees, and Commissions City and Borough of Sitka

Board/Commission/Committee: Health Needs and Human Services Commission

Name: Albert (Alec) Edward Duncan Preferred Phone: [REDACTED]

Address: [REDACTED] Alternate Phone: _____

Email Address: [REDACTED] Fax Number: _____

Length of Residence in Sitka: 26 years Registered to vote in Sitka? Yes No

Employer: Sitka Tribe of Alaska (STA)

Organizations you belong to or participate in:

In addition to my employment with STA, I also serve as an adult facilitator for the Sitka Youth Leadership Committee. Along with this, I also participate as a member of the HOPE Coalition.

Explain your main reason for applying:

My main reason for applying is because I would like to find additional ways to serve the community that I grew up in. I believe that by serving on this commission, I could provide my experiences, education, and knowledge to make an impact on the health and social service needs of the community.

What background, experience or credentials will you bring to the board, commission, or committee membership?

First and foremost, I would be able to share with the commission my experiences as a young adult who was born and raised in Sitka. Additionally, I have also minored in psychology during my undergraduate degree, and I have also begun working on a Master's degree in Clinical Mental Health Counseling. As for work experience, I worked as a prevention coordinator and direct support provider at Sitka Counseling for two years. Currently, I work at the Sitka Tribe of Alaska as the Youth Programs Assistant Manager.

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

I do not have a substantial financial interest. I also do not have an immediate family member employed in this area. While my aunt, Crystal Duncan, serves as the assembly liaison for this commission, I do not believe this will cause a conflict of interest.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: March 3, 2022 Signature: Albert E Duncan

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes No

Return to:
Jess Earnshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street
Fax: 907-747-7403 Email: clerk@cityofsitka.org

Albert “Alec” Duncan

Education

Bachelor of Arts, Christian Ministry & Minor in Psychology August 2014 - May 2018
Northwest Christian University, Eugene, OR

- GPA: 3.42

Masters of Education, Clinical Mental Health Counseling August 2019 - Present
University of Alaska Fairbanks, Fairbanks, AK

- GPA: 3.75

Experience

Youth Programs Assistant Manager June 2021 - Present
Sitka Tribe of Alaska, Sitka, AK

- Developed Programs to support Tribal Citizens
- Provided direct support to tribal youth in the classroom setting
- Managed the Youth Activities Scholarship
- Collaborated on multi-agency projects and workgroups

Youth Prevention Coordinator
Sitka Counseling, Sitka, AK May 2019 - May 2021

- Collected local data for strategic planning
- Forged multi-agency partnerships
- Monitored grant requirements
- Created and implemented substance use prevention programs

Direct Support Provider
Sitka Counseling, Sitka, AK October 2020 - May 2021

- Built rapport with clients diagnosed with a severe emotional disturbance (SED)
- Implemented activities focused on improving social and emotional skills
- Maintained notes regarding client progress and behavior
- Researched best practices for working with clients diagnosed with an SED

Campus Life Director
Youth for Christ, Eugene, OR August 2018 - May 2019

- Developed mentor relationships with students
- Fundraised money for organization
- Worked alongside educators and administrators
- Planned and organized events for local youth



Health Needs and Human Services Commission

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
CECILIA DUMOUCHEL PO Box 6573	617-871-9842 ckdumouchel@gmail.com	12/8/20	12/8/23	Chair
TRISTAN GUEVIN 200 Seward Street	738-5415 tristan.guevin@gmail.com	3/23/21 2/9/22	1/8/22 2/9/25	Vice Chair
DOUG OSBORNE 222 Tongass Drive	966-8674 douglaso@searhc.org	1/27/15	10/14/17 10/24/20 11/10/23	
LAKOTA HARDEN 113 Metlakatla Street	747-3636 ext. 224 51-827-7689 lharden@scpsak.org	3/23/21	11/26/22	
ELLIE LO RE 700 Etolin Street	301-518-0097 elore@scpsak.org	1/26/22	8/24/24	
<i>LEXI FISH HACKETT 228 Lakeview Drive</i>	<i>738-5684 fish.lexi@gmail.com</i>	<i>4/13/21</i>	<i>4/13/24</i>	<i>Resigned 2/18/22</i>
<i>STEPHANIE HAWNEY 401 Marine Street #2</i>	<i>253-569-2330 stephanie.hawney@sitkatriben-sn.gov</i>	<i>3/9/21</i>	<i>10/23/21 11/9/24</i>	<i>Resigned 1/31/22</i>
Jess Earnshaw Deputy Clerk	747-1826 jessica.earnshaw@cityofsitka.org			Secretary
Crystal Duncan PO Box 174	738-1910 assemblyduncan@cityofsitka.org			Assembly Liaison
Thor Christianson 500 Lincoln Street	738-2491 assemblychristianson@cityofsitka.org			Alternate Assembly Liaison

Established by Ordinance 2013-23

7 members, 3-year terms. A vacancy on the commission shall be filled by appointment by the Assembly for any remainder of an unexpired term.

Meeting schedule: 3rd Wednesday of the month; Noon at Harrigan Centennial Hall, 330 Harbor Drive – Meetings are to be held no less than four times per year.

Revised: February 24, 2022