

# Municipality of Anchorage

Suzanne LaFrance  
*Chair*

Kevin Cross  
Robin Dern  
Kameron Perez-Verdia  
Pete Petersen  
Austin Quinn-Davidson



Dave Bronson  
*Mayor*

Christopher Constant  
*Vice-Chair*

Felix Rivera  
Randy Sulte  
Joey Sweet  
Daniel Volland  
Meg Zaletel

Barbara A. Jones, Municipal Clerk

Jennifer Veneklasen, Deputy Municipal Clerk

## SUBPOENA TO PRODUCE DOCUMENTS IN THE NAME OF THE ANCHORAGE ASSEMBLY

Pursuant to the authority provided under Article IV of the Anchorage Municipal Charter, Section 2.30.085 of the Anchorage Municipal Code, and Assembly Resolution 2023-31:

To:  
Niki Tshibaka  
Chief Human Resources Officer  
632 West 6th Avenue, Ste. 610  
Anchorage, AK 99501  
[niki.tshibaka@anchorageak.gov](mailto:niki.tshibaka@anchorageak.gov)

*Sent electronically and  
served via certified mail*


YOU ARE HEREBY ORDERED TO PRODUCE for the Assembly's examination in a public meeting and to be accepted into the record, the documents listed in the Appendix to this subpoena.

Provide the requested documents either in person, by certified mail, or by electronic submission no later than **5 p.m. on Tuesday, February 7, 2023** to:

Chair Suzanne LaFrance  
632 West 6th Avenue, Ste. 150  
Anchorage, AK 99501  
[suzanne.lafrance@anchorageak.gov](mailto:suzanne.lafrance@anchorageak.gov)

Failure to obey the commands of this subpoena may be punished by contempt proceedings, in addition to any other remedy available by law.

This subpoena is issued this day, February 2, 2023, upon authorization of:

  
Suzanne LaFrance  
Chair of the Assembly

ATTEST:

  
Municipal Clerk

SUBPOENA TO PRODUCE DOCUMENTS

To: Niki Tshibaka

APPENDIX

INSTRUCTIONS

1. Documents, communication and records must be produced in a form that is reasonably usable, such as PDFs or native file.
2. If you object to a request on the ground of privilege, please produce the requested document with redaction of the material over which you claim privilege. Please annotate, either on the document itself or on an accompanying redactions log, uniquely identifying the privilege asserted, and the holder of the privilege making the assertion.

DOCUMENTS REQUESTED

1. The January 2023 memorandum styled as an investigation into Mr. Gerace's tenure as Health Director, that you produced at the January 24, 2023 executive session.
2. The September 2022 document styled as an investigation into Mr. Gerace's tenure as Health Director, upon which the January 2023 memorandum was based.