

May 1, 2025  
Regular City Council Meeting

TO: Councilmembers  
FROM: Mayor Sivertsen  
SUBJECT: Appointments to Boards and Commissions

**Ketchikan Historic Commission**

Irene Dundas (May 2028)



## APPLICATION FOR APPOINTMENT

### CITY OF KETCHIKAN BOARDS AND COMMISSIONS

NAME: Irene Dundas M  
First Last Middle Initial

RESIDENCE ADDRESS: 1922 Fairy Chasm, Ketchikan, AK 99901

MAILING ADDRESS: 1922 Fairy Chasm, Ketchikan, AK 99901

CONTACT NOS: 907 247 0822 907 617 6220  
Home Work or Cell

EMAIL ADDRESS: ireded@kictribe.org

I am willing to serve as a member of the KTN. Historic Commission, and ask that my name be considered by the Mayor and Council for appointment.

Irene Dundas  
Signature

4/22/2025  
Date

Please attach a personal resume or letter stating your interest. This application and attachments will be included in the City Council agenda packet, which is made available to the public.

Please return all applications to the Clerk's Office or by email:

City Clerk Office  
334 Front Street  
Ketchikan, AK 99901  
[clerk@ketchikan.gov](mailto:clerk@ketchikan.gov)

For office use only:

Received by \_\_\_\_\_

Date received \_\_\_\_\_

## Irene Dundas

irene.dundas74@gmail.com • (907)-617-6220  
1922 Fairy Chasm, Ketchikan, AK 99901

### PROFESSIONAL EXPERIENCE

**Cultural Heritage Specialist**  
Ketchikan Indian Community  
Cultural Resources Dept.

2018-Current

Promote and inspire an understanding and pride in traditional tribal values, history and “Way of Life.” Infuse Culture into all aspects of the Tribe and Community. Develop strong professional relationships with local tribal, state and federal government agencies and cultural organizations to ensure KIC traditional tribal territory, resources, traditions, sacred sites and indigenous ways of life are protected for future generations. Works with tribal leaders and key cultural bearers for historical accounts and customary practices. Conducts research on sacred sites, cultural clan property, for implementation of the NAGPRA. Assisted with drafting the Cultural Resources Plan. Organized and implemented cultural camp for 40 youth and adults.

**Repatriation Review Committee Member**

2020-Current

*Smithsonian, Museum of Natural History  
Repatriation Review Committee*

Review repatriation claims submitted to the Smithsonian Natural History Museum and make recommendation to the Director. Review repatriation policies, review and make recommendations to other similar interest groups regarding repatriation issues on a national level.

**President/Tribal Administrator**

22 June 2016-December 2017

*Ketchikan Indian Community*

Responsible for the second largest Indian Tribe in SE Alaska, with a focus on preserving self-governance for Ketchikan Indian Community Tribal Members. Provided daily guidance and oversight to improve and create a compliant and optimum performing business operations for the Tribe. Supervised 9 Executive level employees in; Health Services, Cultural and Natural Resources, Social Services, Housing Authority, Transportation, Education and Training, Maintenance and Facilities, Information Technology, Finance, and Human Resources. Provided focus to improve and build operations through collaboration, high standards and promising practices while honoring our way of life, our heritage, and culture as Native Alaskans. This included Natural and Cultural Resources, working closely with multiple Committees and the Tribal Council in my dual role as CEO and Tribal President to help set and accomplish our strategic vision on creating a healthy work environment that allowed for the best possible services and programs for KIC Tribal Members. I have worked closely with the Forest Service, Indian Health Service, Bureau of Indian Affairs, other Tribal Governments and State agencies.

**Tribal President**

JAN 2011-2015- JAN 2018

*Ketchikan Indian Community*

Chief advocate for 6000+ Tribal Members and their families concerning health, social wellbeing to live a healthy life in all aspects. I played an integrate role in KIC asserting our authority as a Tribal government working with the Forest Service to ensure we were consulted on a government to government relationship for the Tongass Land Management Plan, this involved land usage in regards to; logging, mining, special use permits, and other land issues that had the potential of impacting our Tribal rights. Through this our land interests were preserved. Served as an advocate and expert in administration and personnel-management techniques for serving Tribal Members and collaborating with community, local, state and Federal partners. Managed contractors and Full-time staff. Gained extensive knowledge of laws, regulations, policies and precedents affecting legislation and program build/growth for Tribes. During my term we have had significant growth in our natural resource and cultural programs and efforts.

**Tribal Council Member**

JAN 2007-JAN 2011

*Ketchikan Indian Community*

Served as an entrusted Council Member with the responsibility of leading and governing in an effective and fair manner. Serving as effective council member with the skills and knowledge that allowed me to work harmoniously with fellow council members and Tribal Members. Serving as a council member helping to resolve conflict and mastering the art of compromise to ensure that our Tribal Members best interests were focused on. Helping manage financial issues and ensuring through audit oversight. Aware of adverse policies and laws that compromise our rights as a tribal government ensuring that our; land, culture, language, art, and way of living is persevered and protected for the next seven generations.

**Native Artifact Museum Consultant**

JAN 2014-JAN 2016

*Cape Fox Corporation*

Cape Fox Corporation responsible for a 1.6-million-dollar native art collection, with 1067 individual artifacts to determine the correct provenance. Developed a catalog of record to enter into museum software. Allowing the corporation to obtain historical records and inventory control on the full collection. This provided catalog and appraisal worthy value helping to ensure full audit worthy and appropriate appreciation of the collection

**Interim Executive Director**

2010-2012

*Cape Fox Heritage Foundation*

Served as the Interim Executive Director after a quick departure of the CEO. I was assigned to manage and provide oversight of all operations. I ensured the Foundation was fully audit ready and worthy, all needed documentation for a successful foundation was complete and updated, all insurance was provided and up to date, I supervised the accountant and ensured all grant requirements were met on the EDA grant to purchase the building Multi-technology use center which was a monumental accomplishment for the Foundation.

**Repatriation Program Manager/Cultural Specialist**

1994-2010

*Cape Fox Corporation*

Interviewed elder's daily, consultation with museums in regard to artifacts potentially being clan property for the Tlingit people of this area. Wrote petition of claims to museums to return Tlingit artifacts to their rightful owners. Extensive research on clan lineage, determining artifact clan property ownership. Created 221 Family Genealogical charts dating back to 1550. Human remain burials & exhuming, researched cultural sacred sites for appropriate burial and place name clan identification. Researched in major archive repositories and museums for cultural sacred sites, clan property, clan identification, migration and clan history for the traditional Tlingit of Ketchikan and Saxman territory. Wrote and administered grants relating to preservation of Tlingit clan history, sacred sites and repatriation of artifacts.

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**EDUCATION**

**Alaska Pacific University (APU)- college classes in; organizational management, emphasize on non-profit organizations.**

**University of Alaska (Ketchikan)- Classes in; Archeology**

*Highlights of training:*

Leadership, strategic planning, organizational development, Transboundary Mine interests, budget management, repatriation expert, mediation in cultural sensitive areas- clan artifact ownership knowledge, knowledge of traditional SE Alaska Native protocols as in all aspects, burial rights, clan territory, tribal law, and sovereign governance

*Highlights of certifications:*

- National Museum of the American Indian- Curation of Artifacts
- Strategic Planning
- National Museum of the American Indian-Museum exhibits
- Forest Service NEPA Training certificate
- Cape Fox Corporation-Ethics & Code of Conduct