



# ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

March 04, 2024 at 6:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/95241164899> or 1-253-215-8782 Webinar ID: 952 4116 4899

**A. CALL TO ORDER**

**B. LAND ACKNOWLEDGEMENT**

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

**C. ROLL CALL**

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. **December 11, 2023 Assembly Human Resources Committee Meeting Minutes - Draft**
2. **January 8, 2024 Assembly Human Resources Committee Meeting Minutes - Draft**
3. **February 5, 2024 Assembly Human Resources Committee Meeting Minutes - Draft**

**F. AGENDA TOPICS**

**4. Building Code Board of Appeals (BCBA) Appointments**

Per CBJ Code [19.02.010.1](#); the Building Code Board of Appeals consists of seven members who are qualified by experience or training in matters pertaining to building construction. One member of the board of appeals shall be an architect, one member an engineer, one member an attorney, one member a general contractor, one member a mechanical contractor, one member an electrical contractor and one public member. Members of the board of appeals shall be decision is being challenged; the last meeting of the board was in June 2015. All boards seats are currently up for reappointment or past reappointment. After reaching out to members we have **three** that have agreed to be considered for reappointment.

The Clerk's Office will continue to reach out to other members of the board to see if they wish to continue on the board and will also continue community outreach to fill any vacancies on the board.

**Suggested Motion:**

to forward to the full Assembly for action, the reappointments of Bradley Austin, Jeffrey Wilson and Darrell Wetherall to the Building Code Board of Appeals both for terms beginning immediately and ending August 31, 2026 an ask for unanimous consent.

**5. Resolution 2986 Assembly Rules Committee Power and Dilatory Motions**

**6. Resolution 3054 Eaglecrest Donation from Estate of Duane Packer**

**7. Review of Empowered Boards Advanced Interview Questions & CBJ Board Application**

As of Mid-February the Clerk's Office/CBJ transitioned from the [Granicus Board Management Program](#) and online application form to the [Board Program](#) hosted by Municode (CBJ's Agenda Management Program).

**Staff Request:**

Clerk staff request HRC committee members review the current board application in the HRC packet and recommend any additions or edits they would like to see on the application. The general application is used for all Advisory and Empowered Boards; so thinking about what information the committee considers important to see on the application to help during the appointment process would be helpful. The HRC Committee will still have the advanced interview questions as a tool for the Empowered Boards and Systemic Racism Review Committee (SRRC) to help gather specific attributes an applicant may have as it relates to those boards.

**G. STAFF REPORTS****H. STANDING COMMITTEE TOPICS - *for discussion as meeting time allows*****8. Review of Boards/Committees for Possible Sunsetting or Reduction in Members - *as meeting time allows***

The Clerk's Office requests the HRC review advisory boards and committees that have not met since 2020 due to membership and/or lack of agenda topics and need. This request does not currently include appeal boards that meet only as needed when a sales tax or building code appeal has been submitted, however those boards also face membership issues. If the committee would like to look at potential sunsets or reduction in membership for struggling boards Clerk staff can pull more information together for discussion at one of the April HRC meetings.

**I. COMMITTEE MEMBER COMMENTS AND QUESTIONS****J. NEXT MEETING DATES**

Monday, April 1, 2024 @ 6pm

Monday, April 29, 2024 @ 6pm

**K. SUPPLEMENTAL MATERIALS****L. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).