



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

May 13, 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. **March 4, 2024 Assembly HRC Meeting Minutes - Draft**
2. **April 1, 2024 Assembly HRC Meeting Minutes - Draft**

F. AGENDA TOPICS

3. **Juneau Commission on Aging (JCOA) Presentation**
4. **Parks & Recreation Advisory Committee Annual Report**
5. **Bidding Review Board Appointments**

The Bidding Review Board (BRB) consists of five members per CBJ Code [53.50.061](#). The members of the Bidding Review Board shall serve three-year terms. To the extent possible, one of the members shall be an attorney licensed to practice law in the state. No member of the BRB who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply: If there are no other qualified applicants at the time reappointment is considered by the Assembly Human Resources committee, or to qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

All three incumbents have applied for reappointment for various terms. Jason Soza is the fourth member with a term ending May 31, 2026. There is also one vacant seat for an unexpired term and no other applicants have applied.

Suggested Motion

I move to forward to the full Assembly for approval, the recommendation to reappoint Roger Healy to the Bidding Review Board to a term beginning immediately and ending May 31, 2026 and to reappoint Alexander Smith and Stephen Sorensen to the Bidding Review Board for terms beginning June 1, 2024 and ending May 31, 2027.

G. STAFF REPORTS

Possible dates for the full Assembly as HRC to hold interviews and appointments for the Airport Board, Docks & Harbors Board and Eaglecrest Board, at 5:30pm via Zoom. Staff requests the HRC pick two dates as

placeholders to bring forward to the full Assembly for approval. **The following dates land on "meeting-free" Monday and Tuesdays: June 10, 11 or June 24, 25.**

Airport Board

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

Docks & Harbors Board

1 seat for an unexpired term beginning Immediately and ending June 30, 2026

3 seats for terms beginning July 1, 2024 and ending June 30, 2027

Eaglecrest Board

1 seat for an unexpired term beginning May 1, 2024 and ending June 30, 2025

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

6. Sales Tax Appeals

Staff is notifying the Assembly Human Resources Committee that with currently only one-member sitting on the Sales Tax Board of Appeals, if any appeals arise they will be brought before the Assembly sitting in a quasi-judicial manner; either as the HRC or the Full Assembly as the HRC to hear that appeal. Two (2) Sales Tax appeals were submitted to the Clerk's Office during the month of April. The first appeal is not timely and the appellant has been notified to continue to work with the Sales Tax and Collections Offices to come into compliance. The second appeal was filed timely and the Clerk's Office is working with Sales Tax and the appellant to see if this appeal needs to move to the Assembly. If this appeal moves forward, staff will work with the Assembly to set special meeting dates in June to hear the appeal. Sales Tax Appeals [CBJ Code 69.05.180](#) & CBJ Appeals [Code 01.50.030](#)

7. 2024-01 CBJ Board Pamphlet Updates

8. Setting Dates for Empowered Board Interviews & Appointments

Possible dates for the full Assembly as HRC to hold interviews and appointments for the Airport Board, Docks & Harbors Board and Eaglecrest Board, at 5:30pm via Zoom. Deadline to submit applications to the Clerk's Office is 11:59pm, Friday, May 31. Staff requests the HRC pick two dates as placeholders to bring forward to the full Assembly for approval. The following dates land on "meeting-free" Monday and Tuesdays: June 10, 11 or June 24, 25.

Airport Board

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

Docks & Harbors Board

1 seat for an unexpired term beginning Immediately and ending June 30, 2026

3 seats for terms beginning July 1, 2024 and ending June 30, 2027

Eaglecrest Board

1 seat for an unexpired term beginning May 1, 2024 and ending June 30, 2025

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

H. STANDING COMMITTEE TOPICS - *for discussion as meeting time allows*

2024 Assembly Goal 4A - Specific to the work of the HRC

Acknowledge and honor Juneau's indigenous culture and place names. Develop a naming policy. Consider the impacts of recognizing additional and/or replaced holidays, including Elizabeth Peratrovich Day, Indigenous People's Day and Juneteenth.

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS

J. NEXT MEETING DATE

Regular HRC June 17, 2024 @ 6pm, Assembly Chambers/Zoom

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.