



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

December 16, 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. November 18, 2024 Assembly HRC Meeting Minutes - Draft

F. AGENDA TOPICS

2. Local Emergency Planning Committee (LEPC) Appointment

Per [Resolution 2974](#), the LEPC serves as a community coalition advising staff on emergency management issues, reviews the emergency response plan for CBJ and functions, when necessary, as the Local Emergency Planning Committee under SARA Title III. The Assembly nominates applicants and final appointments are done by the State Emergency Response Commission.

There is one seat up for action on this HRC agenda, the Primary Member Media Seat 6 and one applicant to fill that seat.

Local Emergency Planning Committee - [Current Roster](#)

Suggested Motion: I move the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointment of Justin Shoman, Media Seat 6, for a term beginning January 1, 2025 and ending December 31, 2027 and ask for unanimous consent.

3. Board of Equalization (BOE) Annual Report & Appointments

BOE Annual Report

The Board of Equalization held its annual training on April 25th and held five hearing dates between May 23rd and July 25th to review 2024 property appeals filed with the Assessor's Office. Included in the HRC packet is the BOE's annual report which includes a breakdown of the 2024 assessment year including number of petitions files, number of appeals and late-files heard, cases remanded back for further review, number of cases that received an altered property assessment and the net change to taxable property from board action. The Board of Equalization will reconvene in April 2025 for the 2025 Assessment year.

BOE Appointments

Per [Ordinance 2022-21\(b\)](#) The Board of Equalization shall comprise a pool of no fewer than five, and up to nine, members, appointed by the Assembly. The board shall hear appeals in panels consisting of

three members and shall be appointed on the basis of their general business expertise and knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields. Terms of office shall be for three years and shall be staggered so that approximately one-third of the terms shall expire each year. Compensation for members shall be \$100.00 per meeting. Board members may decline compensation by providing written notice to the municipal clerk.

Both incumbents have applied for reappointment, the Clerk's Office has received no other applications.

Board of Equalization - [Current Roster](#)

Suggested Motion: to forward to the full Assembly for approval, the reappointments of Emily Haynes and Wayne Coogan to the Board of Equalization both for terms beginning January 1, 2025 and ending December 31, 2027 and ask for unanimous consent.

4. Systemic Racism Review Committee (SRRC) Appointment

Per [Ordinance 2023-20b](#), the Systemic Racism Review Committee is a seven-member committee appointed by the Assembly. Members shall be selected to provide the most balanced representation possible. Members shall have experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices.

Systemic Racism Review Committee - [Current Roster](#)

Suggested Motion: to forward to the full Assembly for approval, the appointment of Lindsey Wold to the Systemic Racism Review Committee for a term beginning immediately and ending June 30, 2027 and ask for unanimous consent.

G. STAFF REPORTS

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

5. CBJ Boards Discussion & Review

Review of Sister Cities Committee & ADA Committee

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS

J. NEXT MEETING DATE

Full Assembly as HRC for BRH Board Interviews - December 17, 2024 at 5:30 p.m. via Zoom

Full Assembly as HRC for Planning Commission Interviews - December 19, 2024 at 5:30 p.m. via Zoom

Regular Assembly HRC - January 6, 2024 at 6:00 p.m. Assembly Chambers/Zoom Webinar

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.