



# ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

July 10, 2023 at 6:00 PM

Assembly Chambers/Zoom Webinar

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

**A. CALL TO ORDER**

**B. LAND ACKNOWLEDGEMENT**

**C. ROLL CALL**

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. **2023-06-12 Assembly Human Resources Committee Meeting Minutes - Draft**
2. **2023-06-27 Full Assembly as HRC Meeting Minutes - Draft**
3. **2023-06-28 Full Assembly as HRC Meeting Minutes - Draft**

**F. AGENDA TOPICS**

**4. Juneau Commission on Aging (JCOA) FY23 Annual Report**

**5. Historic Resources Advisory Committee (HRAC) Annual Report & Appointments**

Per [CBJ Code 49.10.410](#) The Historic Resources Advisory Committee consists of nine members appointed by the Assembly. Members shall be appointed for a term of three years. The Assembly shall invite applications for membership from archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, owners of locally recognized historic property, people familiar with the operations and issues relating to the city museum, teachers, and the general public.

**There are three seats with terms due beginning July 1, 2023 and ending June 30, 2026.** The Clerk's Office received two applications for the vacant seat, however only one application is in the HRC packet as the other applicant does not meet the requirement of being a Juneau resident, they are registered as a Petersburg resident and neither incumbent applied for reappointment.

**6. Utility Advisory Board (UAB) Annual Report & Appointments**

Per [Resolution 2299](#) the seven member Utility Advisory Board is established. To the extent possible, appointments shall be made with the following considerations: one engineer registered with the State of Alaska with experience in utility system design and operation, one accountant with utility financial management, one general contractor with experience in water/wastewater utility systems, two commercial customers of the CBJ water/wastewater utility, one residential customer of the CBJ and one member of the general public.

**There are three seats up for appointment with terms beginning Immediately (June 1, 2023) and ending May 31, 2026. all three incumbents have applied for reappointment.** There is also one seat for an unexpired term beginning immediately and ending May 31, 2025, no application have been received for this seat.

7. **Juneau Human Rights Commission (JHRC) Annual Report, Appointments & Proposed MEI Resolution**

Per [Resolution 2946](#) the Juneau Human Rights Commission is a seven member commission appointed by the Assembly for staggered three-year terms. Members shall be selected to provide the most balanced representation possible.

**There are three seats up for appointments beginning immediately (June 1, 2023) and ending May 31, 2026 as well as one unexpired seat for a term beginning immediately and ending May 31, 2025.** All three incumbents have applied for reappointment as well as one additional applicant.

8. **Personnel Board (PB) Appointment**

Per [CBJ Code 44.05.060](#); the Personnel Board is composed of five members appointed by the Assembly. All appointments shall be for staggered three-year terms. Two seats shall be designated for members with a background in labor, two designated for members with a background in management, and one for a member of the general public.

**There is one application in the HRC packet for the vacant Management Representative Seat with a term beginning immediately and ending January 31, 2025.**

9. **Local Emergency Planning Committee (LEPC) Appointments**

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. ***A memo from Deputy Clerk Cathcart in the HRC packet outlines which LEPC seats are requiring action as well as a recommended motion.***

**G. STAFF REPORTS**

10. **HRC Pending List - July 2023**

**H. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

**I. NEXT MEETING DATE**

July 31, 2023 - with Assemblymember commitments around City Manager recruitment this week, do HRC members wish to keep or cancel this meeting?

August 21, 2023 - Regular HRC at 6pm

**J. 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).