

ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

June 17, 2024 at 6:00 PM



Zoom Webinar-ONLY

THIS MEETING SWITCHED TO A ZOOM ONLY VENUE. No in person venue will be held for this HRC meeting.

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

A. CALL TO ORDER

HRC Chair Smith called the Assembly Human Resources Committee meeting to order at 6:00 p.m. via Zoom.

B. LAND ACKNOWLEDGEMENT – read by Assemblymember ‘Wáahlaal Gídaag

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

Present: HRC Chair Greg Smith, Wade Bryson, ‘Wáahlaal Gídaag, and Ella Adkison

Absent: None

Staff/Others: Municipal Clerk Beth McEwen, and Human Resources/Risk Management Director Dallas Hargrave

D. APPROVAL OF AGENDA – agenda approved as presented.

E. AGENDA TOPICS

1. Douglas Advisory Board Appointment(s)

Per [Resolution 2331](#), the Douglas Advisory Board is a seven member board appointed by the Assembly; and to be appointed to the DAB must reside on Douglas Island. The purposes of the board shall be to advise Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

There are currently two vacant seats for various terms on the Douglas Advisory Board. One seat is for a term beginning immediately and ending September 30, 2025 and the other for a term beginning immediately and ending September 30, 2024. Since this second vacancy falls within 6-months of this seat coming due, the committee can appoint an applicant to finish out the current term and appoint them to a full-term beginning October 1, 2024 and ending September 30, 2027.

MOTION: by Mr. Bryson to forward to the full Assembly for appointment, Matt Catterson to the Douglas Advisory Board for an unexpired term beginning immediately and ending September 30, 2024, and to a full-term beginning October 1, 2024, and ending September 30, 2027 and asked for unanimous consent.

Hearing no objection, motion passed.

2. Parks & Recreation Advisory Committee (PRAC) Appointments

Per [Ordinance 2022-64\(b\)\(am\)](#) the duties of the Jensen-Olson Arboretum Advisory Board, the Treadwell Arena Advisory Board, and the Aquatics Board were consolidated into the Parks and Recreation Advisory Committee (PRAC) and those committees sunset as of March 27, 2023 with the previous PRAC sunsetting as of April 30, 2023. The one-year terms on PRAC have now come due, to what will now be full three-year terms running May 1, 2024 - April 30, 2027.

HRC action - recommendations for appointment of applicants to three terms beginning immediately (May 1, 2024) and ending April 30, 2027.

MOTION: by Ms. Adkison to forward to the full Assembly for appointment Ryan O'Shaughnessy, Adrienne Scott and Andrew Williams to the Parks & Recreation Advisory Committee all to full terms beginning immediately and ending April 30, 2027, and asked for unanimous consent. **Hearing no objections, motion passed.**

Mr. Bryson commended outgoing PRAC Chair Chris Mertl for all his work on PRAC over the last 14+ years as a board member.

3. 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, 2024 and ending June 30, 2027. There is also one seat for an unexpired term beginning immediately and ending June 30, 2025. All incumbents have applied for reappointment, no new applications have been received.

The Committee reviewed the Historic Resources Advisory Committee's annual report and had no questions.

MOTION: by Mr. Bryson to forward to the full Assembly for approval, the recommendation to reappoint to the Historic Resources Advisory Committee, Shannon Crossley, Donald Harris and Dorene Lorenz all to full terms beginning July 1, 2024, and ending June 30, 2027, and ask for unanimous consent. **Hearing no objection, motion passed.**

4. Resolution 3067 A Resolution Amending the City and Borough of Juneau Personnel Rules

Mr. Hargrave walked the committee through Resolution 3067, noting that a year ago the Assembly approved a change that put a matching employer contribution to benefited city employees for their 457 Plan. We've had a year of administering the program and would like to make some adjustments so it's as clear as possible for employees reading it. Mr. Hargrave pointed out one change of substance regarding the vesting schedule and age limit from 55 years of age to 59 ½ years of age. Anyone that has been vested over this last year because they are 55 or older would be grandfathered in under this resolution.

MOTION: by Mr. Bryson to forward Resolution 3067 A Resolution Amending the City and Borough of Juneau Personnel Rules to the full Assembly for action and ask for unanimous consent. **Hearing no objection, motion passed.**

F. STAFF REPORTS

5. Update on Empowered Board Applications

Monday (6/17) at 4:30pm is the deadline for applicants to submit the advanced interview questions for each board in order to be scheduled for an interview. Clerk Staff will work to provide final applicant numbers prior to this HRC meeting.

At the time of this HRC packet posting on 6/14:

D&H Board: 10 applications (2 applicants returned questions)

Airport Board: 4 applications (0 applicants returned questions)

Eaglecrest Board: 12 applications (2 applicants returned questions)

The committee may wish to tentatively pick a second date later in July to hold interviews for the Docks & Harbors Board if July 2nd looks like it will be too long of a night to hold all three board interviews. The Airport and Eaglecrest Boards have regular meetings the 1st and 2nd weeks of the month and the Docks & Harbors Board holds its regular meeting the last week of the month, hence the recommendation to hold D&H interviews later in July if needed.

The other option, if keeping all interviews on 7/2, would be to start at 5pm.

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

The committee discussed time and date options and landed on July 1 and July 2 for Empowered Board interviews. The July 1 meeting of the full Assembly sitting as the HRC for interviews will take the place of the regularly scheduled HRC meeting. July 1 will have a 5:00 p.m. start time with Assemblymembers either on Zoom or in the Assembly Chambers and applicants will be on Zoom. For July 2 it will be a 5:30 p.m. start time and will be a Zoom only meeting.

G. STANDING COMMITTEE TOPICS – *did not discuss during this meeting.*

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.

H. COMMITTEE MEMBER COMMENTS AND QUESTIONS - *None*

I. NEXT MEETING DATE

July 1, 2024 at 6pm - Regular Assembly HRC Meeting

July 2, 2024 - Zoom Only - Empowered Board Interviews

J. SUPPLEMENTAL MATERIALS - *None*

K. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 6:25 p.m.