

# ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

January 06, 2025 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** *HRC Chair Adkison called the Assembly Human Resources Committee meeting to order at 6:00 p.m. in the Assembly Chambers and via Zoom.*

B. **LAND ACKNOWLEDGEMENT** - *Read by Assemblymember Hall*

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**

**Members Present:** Chair Ella Adkison, Wade Bryson, Maureen Hall, and Neil Steininger

**Members Absent:** None

**Staff/Others Present:** Municipal Clerk Beth McEwen, Tech Clerk Kevin Allen, City Attorney Emily Wright, Deputy City Manager Robert Barr, Juneau Commission on Aging Chair Deborah Craig, and Juneau Commission on Aging Member Linda Kruger

D. **APPROVAL OF AGENDA** – *agenda approved as presented*

E. **APPROVAL OF MINUTES** – *both sets of minutes approved as presented*

1. **December 16, 2024 Regular Assembly HRC Meeting Minutes - Draft**

2. **December 17, 2024 Full Assembly as HRC for BRH/PC Interviews Meeting Minutes – Draft**

F. **AGENDA TOPICS**

3. **Juneau Commission on Aging (JCOA) Annual Report & Appointments**

Chair Adkison recused herself from this discussion since her mother is a member of JCOA and turned the gavel over to Assemblymember Bryson for this agenda topic.

JCOA Chair Deborah Craig and JCOA member Linda Kruger gave a presentation highlighting the portions of the annual report and JCOA's vision and priorities for the coming year. One of the goals of the JCOA is to develop an Office of Aging since seniors represent 30% of Juneau's population. JCOA's first priority is the continued partnership with CBJ and AARP in Age-Friendly network and planning. Second priority is the creation of a community center focused on senior needs; hopefully being able to access the Marie Drake Gym at some point for activities. The third priority is forwarding the concept of universal housing.

### **JCOA Annual Report**

The 2024 Juneau Commission on Aging Annual Report and Brochure are included in your packet for review.

### **JCOA Appointments**

Per [Resolution 2944](#); the JCOA shall consist of nine voting members appointed from the general public. Members shall be appointed to staggered two-year terms. The assembly shall appoint members from a diverse population of people with knowledge of issues relating to aging or with expertise on health,

housing, transportation, finances, insurance, and other areas of concern for seniors in Juneau. At least five public members shall be 65 years of age or older. Four public members shall serve without restriction as to age.

There are currently three (3) 65+ seats and three (3) general public seats with various terms up for action. JCOA seats are 2-year terms.

**Juneau Commission on Aging - [Current Roster](#)**

**MOTION:** by Ms. Hall to forward to the full Assembly for approval, the reappointment of **Deborah Craig**, and **Carol Ende** to terms running January 1, 2025 through December 31, 2026 and the appointment of **Diane Kyser** to a term beginning immediately and ending December 31, 2025 to the Juneau Commission on Aging Public/65+ Seats; and the reappointment **Jennifer Garrison** and the appointment of **Barbara Murray** to terms running January 1, 2025 through December 31, 2026 and the appointment of **Chris Schapp** to a term beginning immediately and ending December 31, 2025 all to the Juneau Commission on Aging General Public Seats, and asked for unanimous consent. *Hearing no objection, motion passed.*

**4. Resolution 3085 A Resolution to Dissolve the Sister Cities Committee and Repealing Resolutions No. 1986, 2420(c), and 2508.**

Resolution 3085 was drafted at the request of the Assembly Human Resources Committee as they continue the review of CBJ boards and committees.

**MOTION:** by Ms. Hall to move Resolution 3085, A Resolution to Dissolve the Sister Cities Committee and Repealing Resolutions 1986, 2420(c), and 2508 to the full Assembly for action and asked for unanimous consent. *Hearing no objection, motion passed.*

**5. Resolution 3086 A Resolution to Dissolve the Americans with Disabilities Act Committee and Repealing Resolutions No. 1585, 1769, 1928, 2204, 2359, and 2429.**

The ADA Committee last met in September 2019 and has not been able to meet since then due to lack of quorum and lack of applicants. Staff recommended the adoption of this resolution dissolving the ADA Committee; who's duties are already part of the Manager's Office as the Deputy City Manager position sits as the ADA Coordinator for CBJ. If there is direction from the Federal Department of Justice related to ADA concerns, the Assembly can give direction to create a special committee to review those concerns if needed.

**MOTION:** by Mr. Bryson to move Resolution 3086, A Resolution to Dissolve the Americans with Disabilities Act Committee and Repealing Resolutions No. 1585, 1769, 1928, 2204, 2359, and 2429, and forward to the full Assembly for action and asked for unanimous consent. *Hearing no objection, motion passed.*

**G. STAFF REPORTS**

**6. Law and Clerk's Office Update Regarding Boards and Committees**

The Human Resources Committee requested a review of all boards and committees. Law has communicated with all departments and has provided recommendations to streamline the breath and scope of all boards and committees.

Chair Adkison stated that she would like the HRC to get to a point where there are some motions and direction for staff to draft some resolutions by the end of the meeting; and hoped committee members had a chance to look at all the recommendations provided by staff. She requested they first review the ones being recommended to dissolve to see if there are any objections before moving on to some of the more nuanced discussions. The boards and commissions that were recommended for dissolution were building Code Advisory Committee, Historic Resources Advisory Committee Building Code Board of Appeals, and the Sales Tax Review Board and the Bidding Review Board were recommended to either be combined, or to be dissolved, and have a hearing officer in place when appeals come forward.

One of the recommended dissolutions was the Historic Resources Advisory Committee (HRAC), and the concerns about conflicts of interest and staff time; Chair Adkison asked staff to speak to that.

City Attorney Wright gave some background on process and how staff came to the recommendations before HRC. At the request of the HRC, staff meet with each department and review how much staff time was spent supporting a board and the history of a board. Ms. Wright noted that many of them, when they started out, were 3 to 5 member boards and in the early 2000's, under Mayor Botelho, CBJ saw a massive increase to 7 to 9 member boards. CBJ was able to fill seats during that time but since then it has been a struggle to fill board seats and meet quorum. Several of the boards have fluctuated over the years with their memberships decreasing then increasing depending on community interest, such has been the case with the Juneau Human Rights Commission and the Juneau Commission on Aging.

Regarding HRAC, the feedback received from staff was about the large amount of staff time it took to support HRAC for the type of committee it was. Ms. Wright stated that her recommendations were based on the conversations she had with Department Heads and the Manager's Office. Related to HRAC specifically, it has been a committee that has consistently been averse to the Assembly's stated goals, and housing goals. Additional concerns voiced were conflicts of interest for HRAC members for projects getting reviewed as well as conflicts among members. Lastly, was the perceived and potential systemic racism when looking at historic preservation.

Mr. Bryson asked what the purpose of the HRAC was in its original formation. Mr. Barr spoke to the historical areas, neighborhoods and preservation that HRAC has reviewed which is firmly in the scope of Community Development Department work as well as the communicating with the city museum on museum work.

**MOTION:** by Mr. Bryson to direct staff to bring forward to the Assembly Human Resources Committee for review an ordinance to dissolve the Historic Resources Advisory Committee and ask for unanimous consent. **Hearing no objection, the motion passed.**

HRC members continued the discussion regarding appeal boards and staff's recommendations related to appeal boards as well as advisory boards membership numbers. Staff will continue to review where it might make sense to reduce board membership and where it should stay the same. HRC will continue to keep boards and committees as a standing agenda topic to continue this work.

**MOTION:** by Mr. Bryson to bring forward to the Assembly Human Resources Committee legislation the dissolution of the Building Code Advisory Committee, Building Code Advisory Board of Appeals, Sales Tax Board of Appeals, and Bidding Review Board with potential future appeals related to Sales Tax or Bids going to a Hearing Officer as needed and asked for unanimous consent. **Hearing no objections, motion passed.**

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

**I. COMMITTEE MEMBER COMMENTS AND QUESTIONS - none**

**J. NEXT MEETING DATE**

February 3, 2025 at 6pm, Assembly Chambers/Zoom

**K. SUPPLEMENTAL MATERIALS**

**7. Juneau Commission on Aging PowerPoint Presentation**

**8. CBJ Review of Boards-Committee List - Updated 1/6/2025 (YAB membership corrected)**

**L. ADJOURNMENT**

*There being no further business to come before the committee meeting adjourned at 6:46 p.m.*