

ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

June 12, 2023 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

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

B. LAND ACKNOWLEDGEMENT

C. ROLL CALL

Members Present: Chair Greg Smith, Maria Gladziszewski, Alicia Hughes-Skandijs and Christine Woll

Members Absent: None

Others Present: Deputy Clerk Diane Cathcart, City Clerk, Beth McEwen, Deputy City Manager Robert Barr, City Attorney Sheri Layne and Mayor Weldon

D. APPROVAL OF AGENDA

Agenda approved as presented.

E. AGENDA TOPICS

1. Resolution 3028 A Resolution Amending the City and Borough of Juneau Personnel Rules.

This resolution is on the June 12, 2023 Regular Assembly meeting for action.

The resolution amends the personnel rules to provide a deferred compensation plan employer match to PERS Tier 4 CBJ employees. This new benefit would provide a 50% employer match to every employee dollar contributed to their deferred compensation plan programs, up to a total of 4% employer contribution, based on years of service. PERS Tier 1, 2, and 3 employees will continue to be able to participate in the deferred compensation program without the employer match. The program includes a 5 year vesting schedule on the employer contributions that will begin with the onset of the program. This benefit is intended to make progress towards bridging the gap between the value of retirement benefits provided to PERS 1/2/3 employees versus Tier 4 employees as well as to create a new incentive to attract and retain employees.

Robert Barr gave a brief review of the resolution noting this legislation was first before the Assembly at the January 4, 2023, Assembly Finance Committee meeting. Ms. Woll declared a potential conflict and after speaking with the City Attorney was advised that with over 200+ Tier 4 employees Ms. Woll would not need to recuse herself from any discussions regarding Resolution 3028.

MOTION: by Ms. Hughes-Skandijs to forward to the full Assembly for action, Resolution 3028. **Hearing no objections, motion passed.**

2. Bidding Review Board (BRB) Appointments

Per [CBJ Code 53.50.061](#); the Bidding Review Board (BRB) consists of five members. 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.

Two incumbents have applied for reappointment and staff is waiting to hear back from the third. Alexander Smith's term begins immediately and ends May 31, 2024 and Jason Soza's term begins immediately (June 1, 2023) and ends May 31, 2026. There is also a vacancy for an unexpired seat beginning immediately and ending May 31, 2025. No other applicants, besides the incumbents, have applied for the Bidding Review Board.

MOTION: by Ms. Gladziszewski to forward to the full Assembly for approval the reappointment of Alexander Smith to a term beginning immediately and ending May 31, 2024, and to reappoint Jason Soza to a term beginning immediately (June 1, 2023) and ending May 31, 2026, both to the Bidding Review Board. **Hearing no objection, motion passed.**

3. Parks and 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 Assembly Human Resources will review the applications received and make recommendations for appointments to the PRAC for staggered three-year terms as follows: three members for one-year terms, three members for two-year terms, and three members for three-year terms.

One-year terms run: May 1, 2023 - April 30, 2024

Two-year terms run: May 1, 2023 - April 30, 2025

Three-year terms run: May 1, 2023 - April 30, 2026

Eighteen applicants were considered for the open PRAC seats with staggered 1-, 2- & 3-year terms. The HRC recessed into executive session per a motion by Ms. Gladziszewski at 6:13 p.m. and reconvened into open meeting session at 6:38 p.m.

MOTION: by Ms. Hughes-Skandijs for the Assembly Human Resources Committee to recommend to the Assembly the following PRAC applicants for appointment:

For **one-year terms** beginning immediately (May 1, 2023) and ending April 30, 2024; **Makayla Chappell, Christina Mounce and Christopher Mertl.**

For **two-year terms** beginning immediately (May 1, 2023) and ending April 30, 2025; **Paulette Schirmer, Danika Swanson and Josh Anderson.**

For **three-year terms** beginning immediately (May 1, 2023) and ending April 30, 2026; **Portland Highbaugh, Charles Westmoreland and Emma Van Nes.**

Hearing no objections, motion passed.

F. STAFF REPORTS

Systemic Racism Review Committee (SRRC) Interviews: Clerk staff requests direction from the HRC on how to proceed with SRRC applications and appointments. The Clerk's Office has received five applications for the four seats needing action, three with terms due and one unexpired vacant seat.

If the HRC would like to sit as the full Assembly for SRRC interviews on June 28 staff can send out advanced interview questions on June 13 to interested applicants with a return deadline of June 21, this still allows

enough time for packet prep and distribution to the Assembly on June 23. Otherwise, the Assembly will need to pick a date in July to hold interviews if June 28 doesn't work.

Committee members decided to use the same process for SRRRC applicant review as they are using for Parks & Recreation Advisory Committee applicants. SRRRC applications and advanced questions will go in a future HRC meeting date, still to be determined.

G. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None

H. EXECUTIVE SESSION for PRAC Appointments - in Assembly Office

Ms. Gladyszewski moved the committee into executive session for review and discussion of Parks & Recreation Advisory Committee applicants at 6:13 p.m. and the committee reconvened into open session at 6:38 p.m.

Suggested Motion: *"I move we recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and ask for unanimous consent"*

I. NEXT MEETING DATE

The committee reviewed the below meeting dates and made the following adjustments as noted next to the meeting date.

June 27, 2023, at 5:30pm via Zoom - Full Assembly as HRC for Docks & Harbors Board and Eaglecrest Board Interviews

June 28, 2023, at 5:30pm via Zoom - for Eaglecrest Board Interviews

July 10, 2023, at 6:00pm - Regular Assembly HRC

J. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 6:53 p.m.