

# ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

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

HRC Chair Smith called the Assembly Human Resources Committee meeting to order at 6:01 p.m.

## 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

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

**Members Absent:** None

**Others Present:** Deputy Clerk Di Cathcart, Deputy Clerk, Andi Hirsh, City Attorney Sherri Layne, Assistant City Attorney Nicole Lynch, Deputy City Manager Rober Barr, JCOA Chair Emily Kane, JCOA Members: Deborah Craig, Linda Kruger, Kathleen Samalon, JHRC Chair Haifa Foroughi, JHRC Member Emily Mesch, Mary Wegner and UAB Vice Chair Geoff Larsen

## D. APPROVAL OF AGENDA

Agenda approved as presented.

## E. APPROVAL OF MINUTES

Minutes approved as presented.

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**

JCOA Chair Emily Kane walked the HRC members through the Juneau Commission on Aging's annual report and asked for any questions from committee members. Ms. Gladziszewski thanked the commission for a great report and asked about the \$2.5 million grant referenced in the report. Chair Kane noted that JCOA member Deborah Craig has been working with and overseeing the grant in partnership with Juneau Economic Development Council (JEDC). Chair Smith asked about the senior center reference and if there no longer was one in Juneau. JCOA member Linda Kruger noted there has been a senior center in Juneau, located at the Mountain View Apartments, also known as Mountain View Senior Center, run by Catholic Community Service (CCS), however it was closed during the pandemic and CCS is facing the same staffing shortages that all organizations are facing. Ms. Kruger also noted that during the AARP listening sessions held in May, the number 1 request was for a stand-alone senior center vs. one attached to a living center. Chair Smith thanked the JCOA members for all their work.

## 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.

Historic Resources Advisory Chair, Zane Jones, was unable to attend the meeting. HRC members reviewed the annual report and did not have any questions.

**MOTION:** Ms. Gladyszewski to forward to the full Assembly for approval, the recommendation to appoint Eric Moots to the Historic Resources Advisory Committee for a term beginning Immediately (July 1, 2023) and ending June 30, 2026. *Hearing no objections, motion passed.*

## 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 has been received for this seat.

Utility Advisory Board Vice-Chair, Geoff Larson, gave an overview of the UAB annual report and highlighted some areas of note; aging plants and infrastructure, working on another 5-year plan, noting inflation costs and the need for rather significant rate adjustments. Ms. Hughes-Skandijs asked if CBJ utilizes the State's revolving fund. Mr. Larsen stated there are some funding sources however there aren't many grants anymore and there are some low interest loan options from DEC and have used the head-tax in the past.

**MOTION:** by Ms. Hughes-Skandijs to forward to the full Assembly for approval, the recommendation to reappoint Grant Ritter, Janet Hall Schempf, and Stuart Cohen, to the Utility Advisory Board all for terms beginning immediately (June 1, 2023) and ending May 31, 2026. *Hearing no objections, motion passed.*

## 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.

Juneau Human Rights Commission Chair, Haifa Foroughi, gave an overview of what the JHRC has been working on and asked for any questions from the committee. Chair Smith asked for clarification regarding the Rosealee Walker proclamation noted in the annual report. Ms. Foroughi stated the commission is working on a resolution and will present that to the HRC at a future meeting. Ms. Hughes-Skandij's asked if the commission is working with staff on the draft MEI resolution. Ms. Mesch responded that while the commission has basic staff support from the Clerk's Office, the resolution is almost word for word from the State Human Rights Commission with an understanding that some requests or recommendations within the resolution may not be viable. Ms. Woll commented that several of the recommendations are worthy of deeper discussion and would like to have some time to discuss them at a future meeting. Ms. Gladyszewski asked if the specific recommendations were selected because of the MEI scoring and if the JHRC has reviewed existing CBJ law. Ms. Mesch stated that some are specific and to help identify the areas that need help to reach a 100% MEI score. Ms. Hughes-Skandij's recommended forwarding the resolution to staff in Law, Manager's Office and Human Resources Department for further review. Chair Smith thanked the JHRC for its work.

**MOTION:** by Ms. Woll to forward to the full Assembly for approval, the recommendation to reappoint Haifa Foroughi, Lance Mitchell, and Paula Drake, to the Juneau Human Rights Commission, all to terms beginning immediately (June 1, 2023) and ending May 31, 2026, and to appoint John Drips to the Juneau Human Rights Commission for an unexpired term beginning immediately and ending May 31, 2025. **Hearing no objections, motion passed.**

#### 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.**

**MOTION:** by Ms. Hughes-Skandij's to forward to the full Assembly for approval, the recommendation to appoint Allison Radford to the Personnel Board Management Representative Seat for a term beginning immediately and ending January 31, 2025. **Hearing no objections, motion passed.**

#### 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.**

**MOTION:** by Ms. Woll to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointments of Nathan Rumsey to the BRH Hospital Seat 5a and Nicole Ferrin to the Haz/Mat Transporter Seat 10 both for less than 6-month unexpired terms beginning immediately and ending December 31, 2023 and full-terms beginning January 1, 2024 and ending December 31, 2026 on the Local Emergency Planning Committee and ask for unanimous consent. **Hearing no objections, motion passed.**

### G. STAFF REPORTS

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

No discussion was had regarding the pending list, included in the packet as an FYI.

**H. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

None

**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?

Members discussed and chose to keep the July 31 meeting but meet earlier at 5:30 p.m.

August 21, 2023 - Regular HRC at 6pm

**J. ADJOURNMENT**

There being no further business before the committee, meeting adjourned at 6:48 p.m.