



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

January 06, 2025 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

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

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

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 Annual Report & Appointments

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](#)

Suggested Motion: 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 OR Barbara Murray** 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 **Diane Kyser OR 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 ask for unanimous consent.

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

This resolution was drafted at the request of the HRC.

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 recommends the adoption of this resolution dissolving the ADA Committee.

G. STAFF REPORTS

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

The HRC 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.

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

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS

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

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, e-mail: city.clerk@juneau.gov.

ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES - **DRAFT**



December 16, 2024 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 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, Maureen Hall, and Neil Steininger

Members Absent: Wade Bryson

Staff/Others Present: Deputy Municipal Clerk Di Cathcart, Tech Clerk Kevin Allen, City Attorney Emily Wright and Assemblymember Paul Kelly.

D. APPROVAL OF AGENDA – agenda approved as presented.

E. APPROVAL OF MINUTES – minutes approved as presented.

1. November 18, 2024 Assembly HRC Meeting Minutes - Draft

F. AGENDA TOPICS

2. Local Emergency Planning Committee (LEPC) Appointment

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.

There is one seat up for action on this HRC agenda, the Primary Member Media Seat 6 and one applicant to fill that seat.

Local Emergency Planning Committee - [Current Roster](#)

MOTION: by Mr. Steininger that the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointment of Justin Shoman, Media Seat 6, for a term beginning January 1, 2025 and ending December 31, 2027 and asked for unanimous consent. *Hearing no objection, motion passed.*

3. Board of Equalization (BOE) Annual Report & Appointments

BOE Annual Report

The Board of Equalization held its annual training on April 25th and held five hearing dates between May 23rd and July 25th to review 2024 property appeals filed with the Assessor's Office. Included in the HRC packet is the BOE's annual report which includes a breakdown of the 2024 assessment year including number of petitions files, number of appeals and late-files heard, cases remanded back for further

review, number of cases that received an altered property assesment and the net change to taxable property from baord action. The Board of Equalization will reconviene in April 2025 for the 2025 Assessment year.

The Assembly Human Resources Committee had no questions related to the Board of Equalization Annual Report.

BOE Appointments

Per [Ordinance 2022-21\(b\)](#) The Board of Equalization shall comprise a pool of no fewer than five, and up to nine, members, appointed by the Assembly. The board shall hear appeals in panels consisting of three members and shall be appointed on the basis of their general business expertise and knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields. Terms of office shall be for three years and shall be staggered so that approximately one-third of the terms shall expire each year. Compensation for members shall be \$100.00 per meeting. Board members may decline compensation by providing written notice to the municipal clerk.

Both incumbents have applied for reappointment, the Clerk's Office has received no other applications.

Board of Equalizaton - [Current Roster](#)

MOTION: by Ms. Hall to forward to the full Assembly for approval, the reappointments of Emily Haynes and Wayne Coogan to the Board of Equalization both for terms beginning January 1, 2025 and ending December 31, 2027 and asked for unanimous consent. **Hearing no objection, motion passed.**

4. Systemic Racism Review Committee (SRRC) Appointment

Per [Ordinance 2023-20b](#), the Systemic Racism Review Committee is a seven-member committee appointed by the Assembly. Members shall be selected to provide the most balanced representation possible. Members shall have experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices.

Systemic Racism Review Committee - [Current Roster](#)

MOTION: by Mr. Steininger to forward to the full Assembly for approval, the appointment of Lindsey Wold to the Systemic Racism Reivew Committe for a term beginning immediately and ending June 30, 2027 and asked for unanimous consent. **Hearing no objection, motion passed.**

G. STAFF REPORTS - None

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

5. CBJ Boards Discussion & Review

Review of Sister Cities Committee & ADA Committee

Chair Adkison brought forward the request that one of the topics for the HRC this coming year would be review of all boards and committees governing legislation and whether there are boards or committees that have met their charge and could be dissolved, sunset or otherwise adjusted with membership or duties. She reported to the HRC that she met with Clerk staff, Manager’s Office staff and Law regarding the Sister Cities Committee and ADA Committee as the first committees for review. Neither committee has met since Covid and do not have enough membership to make quorum. The recommendation would be to dissolve the Sister Cities Committee and move those duties to the Manager’s Office; Manager Koester was agreeable to this move. For the ADA Committee it was recommended the committee be dissolved and, in its place, include language in the proposed resolution to include the creation of an ADA Task Force if the need arises due to federal legislation changes or directions to local governments from the Department of Justice.

Chair Adkison asked Mr. Steininger and Ms. Hall if they were ok reviewing all other boards and committee resolutions or ordinances as a whole and move those forward as one package to the Committee of the Whole for review; Mr. Steininger and Ms. Hall agreed to that approach.

MOTION: by Mr. Steininger to direct staff to draft a resolution to sunset the Sister Cities Committee and move those Sister Cities Committee duties to the Manager’s Office and asked for unanimous consent. **Hearing no objection, motion passed.**

MOTION: by Ms. Hall to direct staff to draft a resolution to sunset the ADA Committee and include language in the draft resolution creating an ADA Task Force if federal legislation changes create a need for one and asked for unanimous consent. **Hearing no objection, motion passed.**

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS - None

J. NEXT MEETING DATE

Full Assembly as HRC for BRH Board/Planning Commission Interviews – 12/17/2024 at 5:30 p.m. via Zoom
Regular Assembly HRC - January 6, 2024 at 6:00 p.m. Assembly Chambers/Zoom Webinar

K. SUPPLEMENTAL MATERIALS - None

L. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 6:11 p.m.

FULL ASSEMBLY AS THE HUMAN RESOURCES COMMITTEE MINUTES -DRAFT



December 17, 2024 at 5:30 PM

Zoom Webinar

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

Immediately Followed by Special Assembly Meeting for Empowered Board Appointments

A. CALL TO ORDER

The Full Assembly met as the Human Resources Committee via Zoom Webinar in Juneau, Alaska; HRC Chair Adkison called the meeting to order at 5:31 p.m.

B. LAND ACKNOWLEDGEMENT – read by Assemblymember Woll

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

Assemblymembers Present: Chair Ella Adkison, Mayor Beth Weldon, Deputy Mayor Greg Smith, Christine Woll, Paul Kelly, Maureen Hall, and Neil Steininger

Assemblymembers Absent: Wade Bryson and Alicia Hughes-Skandijis

Others Present: Deputy Municipal Clerk Di Cathcart, Assistant City Attorney Sherri Layne

D. APPROVAL OF AGENDA = agenda approved as presented

E. AGENDA TOPICS

1. Bartlett Regional Hospital Board Applicant Interviews

Per CBJ [40.05.010](#); the board shall consist of nine members appointed by the assembly for staggered three-year terms. To the extent feasible, appointments should include persons with experience or expertise in matters relevant to hospital governance. Up to two members of the hospital board may be physicians in the community appointed from a list of names submitted by the hospital medical staff.

There are three public seats on the Board with terms running January 1, 2025 to December 31, 2027 and one unexpired seat for a term beginning immediately and ending December 31, 2026.

Interview Time/Applicant

5:40pm: Hal Geiger (Incumbent)

5:50pm: Deborah Johnson (Incumbent)

6:00pm: Mark Johnson

6:10pm: Ephraim Froehlich

6:20pm: Brent Tingey (in flight/unable to attend)

6:30pm: Chris Letterman

6:40pm: 10 MINUTE BREAK

Six BRH Board applicants were considered. During the interviews it was discovered that one of the applicants has a partner that is employed by BRH which makes that applicant ineligible to hold a seat on the board. After interviewing the BRH Board applicants and the Planning Commission applicants, the HRC recessed into executive session per a motion by Mayor Weldon at 7:41 p.m. and reconvened into open meeting session at 8:26 p.m.

The HRC chose to fill the unexpired BRH seat with a term ending December 31, 2026 as a one-year term and will treat that seat again as a one-year term next year.

MOTION: by Mr. Smith for the Assembly Human Resources Committee to recommend to the Assembly to reappoint **Hal Geiger** and **Deborah Johnston**, and to appoint **Brent Tingey** to full terms beginning January 1, 2025 and ending December 31, 2027 and to appoint **Chris Letterman** to an unexpired term beginning immediately and ending December 31, 2025, all to the Bartlett Regional Hospital Board. **Hearing no objection, motion passed.**

2. Planning Commission Applicant Interviews

Per [CBJ 49.10.110](#); the nine members of the commission shall be residents of the CBJ and may be paid an honorarium. Members of the commission shall be appointed by the assembly to staggered three-year terms. **There are three seats with terms running January 1, 2025 to December 31, 2027.**

Interview Times/Applicants

6:50pm: Chris Letterman

7:00pm: Angela Rodell (withdrew)

7:10pm: Douglas Salik

7:20pm: Nathaniel 'Nano' Brooks

7:30pm: Hans 'Erik' Petersen (Incumbent)

7:40pm: Matthew Bell (Incumbent)

Move into Executive Session after last applicant

Five Planning Commission applicants were considered. After interviewing the BRH Board applicants and the Planning Commission applicants, the HRC recessed into executive session per a motion by Mayor Weldon at 7:41 p.m. and reconvened into open meeting session at 8:25 p.m.

MOTION: by Mr. Smith for the Assembly Human Resources Committee to recommend to the Assembly to reappoint **Hans 'Erik' Petersen** and **Matthew Bell** and to appoint **Douglas Salik** to the three Planning Commission seats with terms beginning January 1, 2025 and ending December 31, 2027. **Hearing no objection, motion passed.**

F. EXECUTIVE SESSION

MOTION: by Mayor Weldon, that the HRC 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. **Hearing no objection, the HRC recessed into executive session at 7:41 p.m.**

MOTION: by Mayor Weldon, that the HRC move from executive session back into open session and ask for unanimous consent. **Hearing no objection, the HRC reconvened into open session at 8:25 p.m.**

G. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 8:26 p.m.



2024 Annual Report to the City and Borough of Juneau Assembly

“We need to challenge outdated stereotypes and attitudes about getting older and spark new solutions that help people live better as they age. Today more people are embracing age as a period of continued growth and finding purpose in their lives.” Former AARP CEO Ann Jenkins

The Juneau Commission on Aging (JCOA) is charged with advising the Assembly on matters related to our aging population. Seniors over 55 now comprise **30% of Juneau’s population**. Juneau’s elders buy goods and services, volunteer extensively, and provide support to family members in our community. Many are retired with benefits and a desire to remain in our community while contributing to its well-being. The 2020 Juneau Senior Survey clearly indicated that Juneau seniors are healthier and better off than in previous survey years. To that end and in recognition that *we are all aging*, JCOA adopted the byline “Aging! So cool, everyone is doing it!” We began to focus on aging as a natural process that effects everyone and thus is a community wide concern. The JCOA developed a brochure (attached), signage, robust presentations and a website <https://juneau.org/clerk/boards-committees/jcoa>, to bring attention to JCOA’s efforts to elicit community support. In an effort to focus our efforts effectively, JCOA identified our top three priorities in 2024 and will continue to work toward these goals in 2025.

Juneau Commission On Aging
2020 Senior Survey Findings

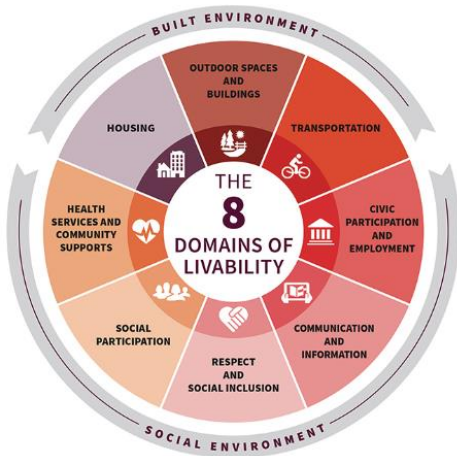
Seniors are healthier and better off than in previous survey years:

- 28.7% of Juneau residents are 55 and older**
- 84% own their own homes and pay taxes
- 80-90% (depending on age) drive their own cars
- 63% volunteer in the community
- 95% over 65 have Medicare Insurance
- 66% over 65 have State of Alaska Retirement
- 40% have Long Term Care Insurance
- 42-46% (depending on age) take continuing education classes (UAS/CS)
- 72 – 84% (depending on age) recreate weekly (walking, hiking, swimming, biking, gyms, skiing)

** AKDOL has updated this figure to 30% in 2023

Priority One: Sustainable and Age-Friendly Community Planning

“Master planning is a valid and necessary first step to creating a unified vision that is then represented in the CBJ’s budget. Our city’s amenities continue to be grossly undervalued in economic terms, as well as having impact on the city’s population, school enrollment, demographics, socioeconomic status, employment, business-friendliness, etc. Juneau has a ton to offer and with investments in recreation and community amenities, could attract the households, workers, and tax base we need”. John S. Juneau Age 35



The CBJ Assembly joined the *Age-Friendly Network* in 2023 and the next step is to engage in the planning process. Age-Friendly Community Planning was developed by the World Health Organization and used throughout the world to define observable, measurable factors that allow comparability with other communities and identify areas of improvement. This planning tool looks at eight (8) domains of “livability” that make a community viable for *all ages*, as well as for those aging in place.

2025: The JCOA recommends that the CBJ Assembly join the JCOA and AARP Community Action Team Juneau in implementing AARP Age-Friendly Community planning process that is a) driven by data b) in alignment with community values, and c) helps Juneau be more “livable” for people of all ages.

Aging! So cool, everyone is doing it!



Priority Two: Promoting Community Wellness, Safety and healthy aging for all ages by supporting a CBJ Community Center.

“I am 73 years old and I’ve lived in Juneau since 1978. I started playing pickle ball about five years ago. It’s the first time in my life I’ve played a sport and it really helps my physical and my mental coordination. Roughly half of the people I play with are seniors but at least half are middle age people and high school students. It’s a great venue for intergenerational activity. I think significantly more people would play if there were more playing times available regularly”. Mary Alice M, Juneau Age 73



This year, JCOA actively promoted the concept of a CBJ Community Center using the Marie Drake Complex to provide recreational opportunities, wellness classes, informational courses and other resources to ensure seniors living in Juneau are able to continue to contribute to the community. While the entire Marie Drake Complex remains in question, the concept of a multi-generational CBJ Community Center (gym) remains a viable mechanism to support healthy maturing for people of all ages, while targeting our elders. People of all ages are enabled to continue to contribute by striving to be as healthy as possible.

2025: JCOA recommends that the CBJ Assembly promote physical, emotional and mental health activities that help all community members attain and maintain good health by dedicating use of the Marie Drake Gym and adjoining classroom space via the Department of Parks and Recreation for the uses outlined above.

Priority Three: Housing: Include *Universal Design* as a preferred priority for building age friendly, affordable housing for people of all ages.

“I am retired, healthy and want to stay in Juneau but the maintenance of my home and yard will inevitably become daunting. I’m not interested in institutional living yet but would move to an accessible, affordable, age friendly dwelling that would allow me to age in place”. Lynn C. Juneau Age 72

- Elements of Universal Design**
- No Step Entry – Flush Thresholds
 - One Story Living & Ample Space
 - Wide doorways and halls
 - Non slip surfaces
 - Good lighting/rocker light switches
 - Lever door handles

“I am an almost 52-year-old professional with a decent salary - you would think that I could afford to buy a house here. My 25-year-old son works at the mine and has good income but is contemplating moving to Anchorage because he can’t find housing here. I love Juneau, my family is here and I plan to stay here when I retire, but I’m afraid buying a house here is not in the cards with today’s prices”. Jennifer G. Juneau Age 51

84% of Seniors own their own homes in Juneau. Many would downsize if more age friendly housing were available potentially opening up more housing units for working age families. The JCOA continues to promote the concept of Universal Design that meets the needs of community members of all ages and abilities, while allowing aging at home and in community with minimal assistance.

2025: JCOA recommends that the CBJ prioritize elements of Universal Design within the CBJ planning process to encourage building affordable age friendly housing that would attract and retain seniors, while also providing housing options to help attract and retain working age community members.



2024 Annual Report to the City and Borough of Juneau Assembly

ATTENDANCE: Each board shall submit to the Assembly a brief annual report setting forth the activities and accomplishments of the committee and the attendance record of each committee member during the preceding twelve months.

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec
Deborah Craig, Chair	P	P	P	P	P	P	P	P	A	P	P	P
Linda Kruger, Secy	P	P	P	P	P	P	P	P	P	P	P	P
Carol Ende	A	P	P	P	P	P	P	P	A	P	P	A
Jennifer Garrison	P	FM	P	P	FM	P	P	P	P	P	FM	P
Ann Stepetin	M	P	M	M	P	A	A	A	P	P	P	P
Kimberly Atkison	P	A	A	P	P	A	P	P	P	P	A	P
Jennifer Carson	P	A	P	P	P	P	A	P	A	A	A	P
Emily Kane, Former Chair	P	P	P	A	P	P	R					
Assy Liaison (no vote)												
Waahlaal Giidaak/B. Blake	P	A	P	A	A	A	A	P	A			
Maureen Hall											P	P

Key: P- Present, A – Absent, FM – Family Medical, M-Personal Medical, R – Resign

Juneau Commission on Aging

MISSION: Advise Juneau City and Borough (CBJ) Assembly on actions and policies needed to maintain and improve quality of life for older residents.



COMMITMENT: Provide CBJ with forward thinking, holistic, coordinated, and culturally sensitive strategies to promote healthy aging strategies for all.

PRIORITY: Develop Juneau's Age Friendly Community Plan, with initial emphasis on building age friendly housing and healthy aging focused on recreation, social engagement and activities.

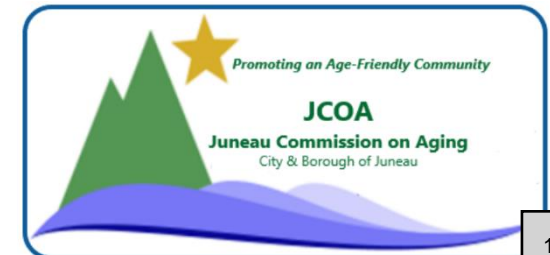


<https://juneau.org/clerk/boards-committees/jcoa>
VISIT OUR WEBSITE FOR MORE INFORMATION ABOUT JCOA AND FOR SENIOR RELATED ACTIVITIES AND RESOURCES!



Section F, Item 3.

*Aging -
So cool,
everyone is
doing it!*



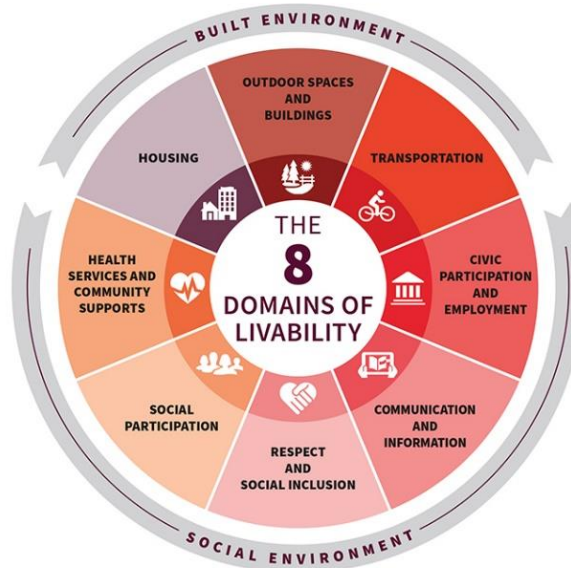
Senior Recreation and Wellness

JCOA promotes recognition that many seniors are healthier and living longer than in the past and benefit from access to age friendly activities to promote physical health: pickleball, indoor and outdoor walking, hiking, swimming, skiing, yoga, Tai Chi.

JCOA promotes development of a comprehensive Senior Community Center – a “Zach Gordon Center” for Seniors providing recreation, socialization, learning, and affordable activities to encourage social, emotional and intellectual health.



Age Friendly Planning for Healthy Communities



CREATE AGE FRIENDLY COMMUNITY:

In 2023, the CBJ Juneau Assembly joined the **AARP Age-Friendly States and Communities Network**. Age friendly communities serve everyone ensuring age friendly housing, and age friendly recreational and social spaces for Juneau’s healthy and active population, as well as those with supportive needs.

Universal Age Friendly Housing

30% of Juneau’s population is over 55 and that cohort is growing. Retirees want to retire in the community we’ve grown to love. JCOA promotes universal design elements that result in accessible housing for all who may need it and making aging in place possible with minimal assistance.

At the same time, we promote new ideas such as Tiny Houses, Accessory Dwelling Units, Mother-In-Law apartments, congregate communities and are open to new ideas that offer more housing opportunities.

Visit the JCOA Website

<https://juneau.org/clerk/boards-committees/jcoa>





Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau.ak.municodemeetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Wed, 12/04/2024 - 1:02pm
24.237.28.228

First Name

Deborah

Last Name

Craig

Residence Address

[Redacted]

Mailing Address

Same

Primary Phone Number

[Redacted]

Secondary Phone Number

Email

[Redacted]

Board, Commission, Committee

Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees

Juneau Commission on Aging - Member 2023, Chair 2024
Juneau Commission on Aging Grant writing Volunteer 2021-2022
Founding member of the Southeast Regional Eldercare Coalition as an outcome of JCOA activities

Reasons for Applying

I volunteered with the Juneau Commission on Aging before joining the Commission in 2023, then was subsequently elected Chair in 2024. In the last year, the JCOA has actively identified its priorities and tried to gain more visibility with the Juneau Community. To that end, we initiated a website, a platform of priorities, brochures and signage. We support the concept of seniors being of significant value to the community with data gleaned from previous senior surveys and AKDOL data. We have presented to Conferences and other organizations about the value of seniors in community and the need for 1) Universal Housing, 2) Recreation and Socialization for Elders and 3) Age Friendly Planning. The JCOA continues to pursue the implementation of activities and mechanisms to ensure seniors may age in a healthy manner in the community they love.

Qualifications

My career was dedicated to Social Services via positions that served children, at risk adults, people with disabilities and elders. My professional career included being the Executive Director of a non profit serving disadvantaged (Section F, Item 3. implementation of the first Welfare to Work Wraparound Program in SE) and working at Alaska DHSS (Home Assistance, Office of Children's Services and Vocational Rehabilitation). Early in my career, as a contractor, I developed trainings for Foster Parents and Home Health Aides.

More importantly, for the last three years, I have been the primary for my 96 year old mother who experiences dementia and is now in nursing care.

Other qualifications include:

- Bachelor of Education, University of Alaska Major: Social Sciences Minor: Fine Arts
- Recipient: Phi Delta Kappa Scholarship, Alaska Teacher's Association Scholarship, Chancellor's List and Dean's List
- Alaska Type A Teaching Credential: 1989-1998
- Graduate Coursework: Organizational Behavior, Computer Technology, and Financial Management for Non-Profits, Advanced Educational Psychology

Civic Activities, Memberships or Non-profits Involved With

Much of my experience serving on Non Profits and other organizations is dated - I retired in 2011 and fully enjoyed that role for several years. Upon my return to volunteer public service in 2021, I wrote grants to fund and was a founder for the Southeast Regional Eldercare Coalition (SREC) and subsequently served on the SREC Steering Committee until 2024.

Working with a Group

My career has primarily been dedicated to serving as a manager of local and statewide services. All of my positions required the ability to work within a group, as well as independently; produce quality work; communicate with internal and external stakeholders; develop and monitor programs; create tools for training or materials to present information; plan and manage resources, budgets and grants; and creatively do more with less in compressed timeframes.

Meeting Schedule and Attendance

yes

Date of Birth (Optional)

██████/1952 65+ Seat

Ethnicity (Optional)

White

Gender (Optional)

Female

Acknowledgment/Certification

Deborah Craig

Resume, Education, etc. (Optional)

-
-
-



Published on *City and Borough of Juneau Alaska Meetings* (<https://juneau.ak.municodem meetings.com>)

[Home](#) > [CBJ Board Application](#) > [Webform results](#) > CBJ Board Application

Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Sun, 12/15/2024 - 12:57pm
24.237.1.145

First Name
Carol

Last Name
Ende

Residence Address
[Redacted]

Mailing Address
[Redacted]

Primary Phone Number
9 [Redacted]

Secondary Phone Number

Email
[Redacted]

Board, Commission, Committee
Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees
currently on JCOA

Reasons for Applying
re-applying to continue to be a member of the JCOA

Qualifications
see past application

Civic Activities, Memberships or Non-profits Involved With
see past application

Working with a Group
see past application

Meeting Schedule and Attendance

yes

Date of Birth (Optional)

Ethnicity (Optional)

white

Gender (Optional)

Acknowledgment/Certification

Carol Ende

Resume, Education, etc. (Optional)

- -
 -
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Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Mon, 12/16/2024 - 3:39pm
65.74.108.133

First Name
Jennifer

Last Name
Garrison

Residence Address
[REDACTED]

Mailing Address
same

Primary Phone Number
[REDACTED]

Secondary Phone Number
[REDACTED]

Email
[REDACTED]

Board, Commission, Committee
Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees
Currently serving on the Juneau Commission on Aging and Bartlett Regional Hospital Patient & Family Advisory Committee.

Reasons for Applying
Applying to serve another term so we can continue our work together on unfinished projects. This committee interests me because I can help make positive changes for Juneau seniors to ensure they are happy, healthy and safe in our community.

Qualifications
I am currently the Director of Home and Community Based (HCB) Services at Catholic Community Service/Southeast Senior Services and have been employed here for almost 6 years. Prior to that, I worked at Bartlett Regional Hospital, Wildflower Court and Juneau Pioneers' Home and was the owner/operator of a small homecare business.

Civic Activities, Memberships or Non-profits Involved With

Working with a Group

It has been my experience that respectful listening and the ability to understand others is very important to meaningful communication, and we must consider other people's perspectives to work together as a group and bring positive change.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

█/1973

Ethnicity (Optional)

Caucasian

Gender (Optional)

Female

Acknowledgment/Certification

Jennifer Garrison

Resume, Education, etc. (Optional)

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Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Sun, 12/15/2024 - 1:28pm
209.112.212.97

First Name
Diane

Last Name
Kyser

Residence Address
[REDACTED]

Mailing Address
[REDACTED]

Primary Phone Number
[REDACTED]

Secondary Phone Number
[REDACTED]

Email
[REDACTED]

Board, Commission, Committee
Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees
None

Reasons for Applying
I am honored to have been invited by Deborah Craig, Chair of the Juneau Commission on Aging to apply. At the SREC conference this fall, the idea of a "Widows and Widowers Garden Support Group." (We are all living in the garden of life!) was formed. The first meeting will be on January 6, 2025. I am a recent widow (June 23, 2020) and I have greatly felt the need for this type of support group in Juneau, Alaska I personally know of five widows, three live on my block. What interests me about this Commission is the impact they have in improving the health of our aging population on various levels, including providing mental, physical and emotional support. The impact I would like to have as part of Juneau Commission on Aging is to support the widows and widowers in Juneau as they grow in various stages of their life. The Juneau Commission on Aging is very active in supporting the aging population in Juneau and Southeast Alaska, however, they do not have support for widows and widowers in Juneau. With the support of JEDC, SREC, Riverview Senior Center and CCS, a decision was made to start a much need support group for widows and widowers. I look forward to being a part

Section F, Item 3.

of the Juneau Commission on Aging team that provides resources for the aging population including adjusting to being a widow or widower, hopefully growing stronger together with support.

Qualifications

I have worked with the aging population for 30 years as a therapeutic massage therapist in my private practice Healing Hands of Alaska, formally Artemis Enterprise. My practice has been located in Riverview Senior Living since May 2023. Having a Merchant Mariners Credential 50 Tons, allowed me to work with tourists from around the world, many who are my age (71), for 10 years as a boat captain. Prior to Juneau, Alaska, my work history in the computer field include West Coast Sales Manager, attending military trade shows around the US, working with military research laboratories, and GSA contracts with Ford Aerospace and Underwriters Labs. I recently attended the 2024 SREC Summit: Connecting the Community held in Juneau, Alaska this fall, and attended the Older Adults Mental Health First Aid day long session learning more tools to help others.

Civic Activities, Memberships or Non-profits Involved With

I am currently involved with "Widows and Widowers Garden Support Group" (We are all living in the garden of life!). I am a current Flotilla Staff Officer of US Coast Guard Auxiliary, D17, Juneau Flotilla. I have had a conversation with the US Coast Guard Chaplin stationed in Juneau, Alaska and he has informed me that he is interested in more information about aging population resources and plans to refer people to our "Widows and Widowers Garden Support Group." Past board member positions held include RiversWest Small Craft Center(1991-1993), The Friends of Alaska State Museum (2005-2007) and the Thane Community Garden Association (2023-2025).

Working with a Group

My first experience as board member began when I was asked to be on the board of RiversWest Small Craft Center in Portland, Oregon from 1991 to 1993. Our board was tasked in managing a small craft wooden boat building shop year round and putting on yearly small craft wooden boat show. During the 30 years I have lived in Juneau, I have been a member of The Friends of The Alaska State Museum Board, and The Thane Community Garden Association Board. All three boards have diverse backgrounds/age groups and my approach in working with varied groups is clear communication with active listening in order to provide communication that is comfortable for all involved in the dialog.

Meeting Schedule and Attendance

I am aware of the meeting schedule and how to participate.

Date of Birth (Optional)

1953

Ethnicity (Optional)

Gender (Optional)

Female

Acknowledgment/Certification

Diane Kyser

Resume, Education, etc. (Optional)

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Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Tue, 12/17/2024 - 12:26pm
209.193.10.55

First Name
Barbara

Last Name
Murray

Residence Address
[REDACTED]

Mailing Address
same

Primary Phone Number
[REDACTED]

Secondary Phone Number

Email
[REDACTED]

Board, Commission, Committee
Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees
I have been fortunate to serve on several CBJ boards since moving to Juneau in 1985: Juneau Women's Council-1992(served two terms); Juneau Youth Commission-1993-2001; Park and Recreation Advisory Board-2005-2008; Eaglecrest Board of Directors from 2008-2011. I served on the Juneau Dispute Resolution Advisory Board for the Juneau School District from 1995-2001.

Reasons for Applying
As a Senior in the community I am very interested in the quality of life for all in Juneau, particularly Seniors. I believe Seniors are a valuable asset to this community as volunteers, members of the local workforce, participants in recreational activities, supporting community events as well as other activities.
I have reviewed the priorities of the current Juneau Commission on Aging and would be excited to join the Commission to support the priorities of: Sustainable and Age-Friendly Community Planning; Promoting Community Wellness, Safety and healthy aging for all ages; and Housing.

Qualifications

Most of my career has been in program development and management. I worked for the State of Alaska, Department of Health and Social Services-Division of Juvenile Justice (DJJ) for over 20 years overseeing the planning, administration of all DJJ grant program and services, including rural programs. During this time I served as the liaison in the coordination of educational services with the Department of Education and local school districts. For the last 4 years with DJJ I served as the Deputy Director of Programs and Administration and stepped in as Director when needed. The Deputy Director job included overseeing all aspects of program and administration for policy development, research/data, quality assurance, clinical services and program development and implementation.

Civic Activities, Memberships or Non-profits Involved With

I served on the AWARE Board from 2005-2013; State of Alaska-Juvenile Justice Advisory Board from 1995-2001 and the Juneau-League of Women Voters 2006-ongoing. I volunteered for the Meals on Wheels program for 2006-2009.

Working with a Group

Much of my career has been working in diverse group settings where at times there were issues where participants did not agree. It is important to acknowledge differences and stay open to discussion and really hear the different perspectives. It is a great opportunity to learn and work together to come up with solutions.

Meeting Schedule and Attendance

I am aware of the meeting schedule and requirements.

Date of Birth (Optional)

██████-1955

Ethnicity (Optional)

white

Gender (Optional)

female

Acknowledgment/Certification

Barbara Murray

Resume, Education, etc. (Optional)

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Submission information

Form: [CBJ Board Application](#) [1]
Submitted by Visitor (not verified)
Mon, 12/09/2024 - 9:57am
65.74.108.133

First Name
Chris

Last Name
Schapp

Residence Address
[REDACTED]

Mailing Address
same

Primary Phone Number
[REDACTED]

Secondary Phone Number

Email
[REDACTED]

Board, Commission, Committee
Juneau Commission on Aging

Current of Prior Experience on CBJ Boards/Commissions/Committees
None

Reasons for Applying
I just started my new position as Home and Community based Coordinator at Southeast Senior Services this past week. I thought this might be a good way to both learn more about Juneau's aging community's needs and help contribute to ideas and possible solutions for improvements.

Qualifications
For the past 8 years I have been working in the non-profit world where many interactions involved our senior community. I have seen many instances when our senior population struggles to make ends meet and needs a helping hand from time to time.

Civic Activities, Memberships or Non-profits Involved With

Recent experience helping in the non-profit world included working as the Executive Director at the Southeast Alaska Food Bank, working at the Salvation Army Family Thrift store, and working at the Juneau Arts and Humanities Center. These non-profits worked with the senior population in Juneau and gave insights into ways our aging seniors need assistance. In the past I have also volunteered for Red Cross, Habitat for Humanity, and Rotary International.

Working with a Group

Obviously not everyone is going to agree all the time, and some will have strong opinions on subjects that conflict with other's points of view. The best thing you can do is to listen and try to gain insight on everyone's point of view. Then you try to work toward a compromise for a best idea or solution.

Meeting Schedule and Attendance

Yes

Date of Birth (Optional)

1968

Ethnicity (Optional)

White

Gender (Optional)

Male

Acknowledgment/Certification

Chris Schapp

Resume, Education, etc. (Optional)

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Presented by: The Manager
Presented: 01/06/2025
Drafted by: Law Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3085

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

WHEREAS, the Assembly established the International Relations Advisory Committee in 1986 and subsequently converted this committee to the Sister Cities Committee in 2008; and

WHEREAS, the purpose of the committee was to focus on nurturing the City and Borough's relationships with each of the cities the Assembly has designated as a Sister City, including improving and maintaining the City and Borough's communications with each of its sister cities; and

WHEREAS, the committee has not met since 2021 and currently has seven vacant seats; and

WHEREAS, the Assembly has determined that the City Manager's office can effectively take on the tasks assigned to the committee.

BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. The Sister Cities Committee is hereby dissolved.

Section 2. Repeal of Resolutions. Resolutions No. 1986, 2420(c), and 2508 are repealed.

Section 3. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this _____ day of _____ 2025.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

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Presented by: The Manager
Presented: 01/06/2025
Drafted by: Law Department

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 3086

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

WHEREAS, the Americans with Disabilities Act Committee was established in 1992 in response to the signing of the Americans with Disabilities Act (ADA) signed by President Bush; and

WHEREAS, the purpose of the committee was to advise and assist the Assembly and the Manager in implementing and carrying out the goals and provisions of the Americans with Disabilities Act; and

WHEREAS, the committee has not met since 2019 and currently has seven vacant seats; and

WHEREAS, the Assembly has determined that the City Manager’s office can effectively take on the tasks assigned to the committee and can propose the creation of a special committee should new laws require the advice and review of a committee.

BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. The Americans with Disabilities Act Committee is hereby dissolved.

Section 2. Repeal of Resolutions. Resolutions No. 1585, 1769, 1928, 2204, 2359, and 2429 are repealed.

Section 3. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this _____ day of _____ 2025.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
Established in 1992 with a sunset date of 1995; the sunset date was extended by four subsequent resolutions. In 2007 the Board was reduced from 9 to 7 members and no sunset date was included.	Resolution to sunset is drafted 12/20/24	1	Americans with Disabilities Act Committee (ADA)	7 Seats Total: All seats are open to any member of the public who wishes to apply. Persons with Disabilities or family members of persons with disabilities are encouraged to apply for any vacant seats on the committee. (CDD Staff Support)	Advisory Board	Resolution 2429, 2359, 2204, 1928, 1769, and 1585.	Have not met since Sept 2019 , quorum issues then COVID	7
Established in 2009, as part of the model code review, this Board serves a quasi-judicial process. However, these functions could be handled by a hearing officer if the need arises.	This Board could be dissolved and the tasks handled by CDD Director, Building Official, Fire Official and Planning Commission if necessary. Appeals could go to an outside hearing officer.	2	Building Code Advisory Committee (BCAC)	5 Seats Total: Representing to the extent possible: Architects, Electrical Engineers, Civil Engineers, Mechanical Engineers, and Contractors. (CDD Staff Support)	Advisory Board	CBJ Code 19; Resolutions 1116 and 1130	Wed's at 5pm at Downtown Fire Station. Last met Sept 2022.	3
Board created as part of the unification of the Borough in 1970 - see Charter 16.8.	Reduce the number of seats (done through attrition).	3	Douglas Advisory Board (DAB)	7 Seats Total: All members must be qualified voters of the City & Borough residing on Douglas Island. (City Clerk Staff Support)	Advisory Board	Resolution 2331, 1655, and 210.	3rd Wed at 5pm at Douglas Library Conference Rm	0
This is one of two advisory Boards that are original to Title 49. The subdivision review committee was removed in 2020. This Board could be dissolved by ordinance.	This Board has been consistently adversarial to Assembly and Assembly goals. Concerns regarding conflicts of interest. Dissolve this committee.	4	Historic Resources Advisory Committee (HRAC)	9 Seats Total: 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 & 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. (CDD Staff Support)	Advisory Board	CBJ Code 49.10.410	1st Wed at 5pm Dwtwn Lib/Zoom	2
This Board was initially established in 1977. In 2017, public meetings were held to discuss the future of this group; as a result the mission was revamped as well as the membership structure. In 2020 the numbers were upped to 9 members (5 members must be 65 or older) the other 4 members have no age restriction.	Combine with another board and/or reduce the number of seats through attrition. Staff support to this board has been significant.	5	Juneau Commission on Aging (JCOA)	9 Seats Total: 9 members + 1 Assembly Liaison. The assembly shall appoint members, to 2-year terms , 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. (City Clerk Staff Support)	Advisory Board	Resolution 2944, 2802, 2279, 1985, 1121am, 434, and 430.	3rd Tues at 3pm via Zoom w/ JCOA Workgroup mtgs the 2nd & 4th Tues. @ 3pm via Zoom	2 (will have 4 seats up for renewal 12/31)
This group was established in 2007 as part of the Climate Change Protection Campaign. An initial sunset date was removed, and over time the goals shifted to looking at sustainable economic, social, and environmental systems.	Reduce the number of seats (done through attrition).	6	Juneau Commission on Sustainability (JCOS)	9 Seats Total: 9 Public (Voting) members + 1 Assembly Liaison & 1 Planning Commission Member Ex-Officio. Commission membership shall reflect environmental, social, economic, and governmental perspectives, unified by the common interest of sustainability. The Commission shall draw its members from government, business, academia, not-for-profits, and neighborhood associations. (E/PW Staff Support)	Advisory Board	Resolution 2755, 2718, 2528, 2401am, and 2397(b).	Regular Meetings-1st Wed at 12pm via Zoom, Worksessions-3rd Wed at 12pm via Zoom	0

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
In 2008 this Board was 7 members, and then in 2016 it was dropped to 5 members, in 2021 it was changed back to 7 members.	Combine with another board and/or reduce the number of seats through attrition.	7	Juneau Human Rights Commission (JHRC)	7 Seats Total: Membership shall be selected to provide the most balanced representation possible. The Assembly's purpose in establishing the JHRC, as stated in Resolution Nos. 1615(am), 2209, 2436, & 2738 remains unchanged: the Assembly finds discrimination against an inhabitant of the municipality because of any characteristic unrelated to merit is a matter of public concern, threatening the peace, order, health, safety, and general welfare of the municipality and its inhabitants; and continues to be the policy of the municipality to eliminate and prevent discrimination and harassment (City Clerk Staff Support)	Advisory Board	Resolution 2946 1615(am), 2209, 2436, 2738)	1st & 3rd Wed at 5pm via Zoom	0
This Board was created in 1992 in response to a bequest from Mrs. Verna Carrigan.	Keep as is	8	Juneau Public Libraries Endowment Board (JPLEB)	3 Seats Total: 1 Public member, 1 member nominated by Friends of the Library, and the Public Library Director (Library Staff Support)	Advisory Board	Resolution 1609	meets once or twice a year at the call of the Library Director	0

Formation_History	Recommendation	Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Committee was first established in 1991. It is required to ensure compliance with federal and state law.	Keep as is	9 Local Emergency Planning Committee (LEPC)	12 voting members & 12 alternate members + the Manager's Designee & Alternate + Assembly Liaison, nominated by the Assembly and appointed by the Alaska State Emergency Response Commission. Reestablished the LEPC to ensure compliance with federal/state community right-to-know laws, meet community needs for emergency planning, and facilitate the integration of emergency plans generated by and for the hospital, the airport, the electric utility, oil spills, cruise ships, the Red Cross, and other agencies; (Emergency Programs Staff Support)	Advisory Board	Resolution 2974, 2135, and 1989. AS 26.23.071 & 26.23.073	2nd Wed at 12pm at UAS Rec Center/Zoom	4
This is a consolidated Committee that was created in 2022.	Keep as is	10 Parks & Recreation Advisory Committee (PRAC)	9 Seats Total: 9 (voting) public members + 1 Assembly Liaison. Excluding parking management & facilities maintenance services, PRAC advises the assembly regarding all Parks & Recreation managed lands, facilities, and services including, but not limited to, Treadwell Arena, Aquatics Facilities, and the Jensen-Olson Arboretum. As well as provide recommendations for: planning/development affecting parks & recreation in the community, CIP, P&R Fee Schedule, legislation/regulations related to P&R, acquisition/disposal of CBJ lands related to P&R, naming of P&R facilities. (P&R Staff Support)	Advisory Board	Ordinance 2022-64(b)(am)	1st Tues at 5:30pm at Assembly Chambers/Zoom	1
This Committee was originally established in 1986 as the Juneau International Relations Advisory committee, with 9 members. It was reduced to 3 members and then slowly increased back to 5 and then 7 members.	Resolution to sunset is drafted 12/20/24	11 Sister Cities Committee (SSC)	7 Seats Total: 7 (voting) public members + 1 Assembly Liaison. SCC focused on nurturing CBJ relationships w/ designated Sister Cities, cultural exchanges w/ those cities & plan/coordinate official visits. (Clerk Staff Support)	Advisory Board	Resolution 2716, 2508, and 2420(c).	Due to lack of members or applicants, SCC last met Oct 2021	7
Created in 2023 to review ordinances and provide feedback to the Assembly.	Keep as is	12 Systemic Racism Review Committee (SRRC)	7 Seats Total: 7 public members + 1 Assembly Liaison. Members selected to provide the most balanced representation possible: experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices. (City Clerk, Manager's Office & Law Staff Support)	Advisory Board	Ordinance 2023-20(b) - updated Committee Charge in 2023	Tues. after a Regular Assembly Mtg. at 12pm via Zoom, Worksessions scheduled as needed	2

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board was originally created in 1992 and then dissolved in 1995. In 2005, it was reestablished to address the declining state and federal funding.	Keep as is	13	Utility Advisory Board (UAB)	7 Seats Total: To the extent practicable, appointments shall be made as follows: one engineer registered in the State of Alaska, preferably with training and experience in water, wastewater, and/or utility systems design and operation; one accountant, preferably experienced with utility financial management practices; one general contractor, preferably experienced in the construction of water and/or wastewater utility systems; two commercial customers of the City and Borough water and/or wastewater utility; one residential customer of the City and Borough water and/or wastewater utility; and one member of the general public. (E/PW Staff Support)	Advisory Board	Resolution 2299, 1780, and 1608.	2nd Thurs at 5:15pm at Water Utility Shop/Zoom	1
CBJ tax money is frequently used for youth programs, this Board was established to look at the allocation of funds. There have been several sunset dates that have been extended, the most recent was June 2007. This Board also saw a membership change from a dedicated seat to a general seat, in 2018, to ensure that quorum could be made.	Reduce the number of seats (done through attrition).	15	Youth Activities Board (YAB)	9 Seats Total: a Parks and Recreation Advisory Committee member, nominated by the committee; a Juneau Arts & Humanities Council member, nominated by the council, a Juneau Sports Association member, nominated by the association; six public members, one of which must be 18 years or younger at time of appointment. (P&R Staff Support)	Advisory Board	Resolution 2820, 2761, 2410, and 2071.	2nd Tues at 5:30pm Conf. Rm 237/Zoom	2

Formation_History	Recommendation	Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board was created in 1999 to hear appeals regarding classification of domestic animal as "dangerous" or "potentially dangerous." This Board is needed for quasi-judicial process.	Reduce the number of seats (done through attrition).	16 Animal Hearing Board (AHB)	5 Seats Total: The animal hearing board shall be composed of 5 members and 1 alternate member appointed by the manager for staggered 3-year terms. There shall be one member selected from each of the following groups: licensed veterinarians; organized animal interest groups; animal trainers, preferably experienced in handling problem animals; animal owners from the general public; and nonanimal owners from the general public. The alternate shall also be selected from one of these groups. (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 08.30	As needed to hear an appeal. Last hearing was Nov. 2020	1
This Board was created in 1993 to review protests to the competitive sealed bid process. This Board is needed for quasi-judicial process.	Combine Sales Tax Board and Bidding Review Board or consider using an outside hearing officer.	17 Bidding Review Board (BRB)	5 Seats Total: The bidding review board shall consist of five persons appointed by the assembly. To the extent possible, one of the members shall be an attorney licensed to practice law in the state (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 53.50	As needed to hear an appeal. Last hearing was April 2019	1
This Board is established per code and is necessary for quasi-judicial process. Appeals of this Board go directly to Superior Court.	Reduce the number of seats (done through attrition).	18 Board of Equalization (BOE)	9 Seats Total: The board shall comprise a pool of no less than five, appointed by the assembly. Each panel hearing appeals shall consist of three members. appointed on the basis of their general business expertise and their knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields. STIPEND (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 15.05, AS 29.10.200(41) and AS 29.45.800 and Ordinance 2022-21(b)	As needed to hear appeals. Last hearing was July 2024 . Will start again in late April.	1
Established in 2009, as part of the model code review, this Board serves a quasi-judicial process.	This Board could be dissolved and the tasks handled by CDD Director, Building Official, Fire Official and Planning Commission if necessary. Appeals could go to an outside hearing officer.	19 Building Code Board of Appeals (BCBA)	7 Seats Total: One member of the board of appeals shall be an architect, one member an engineer, one member an attorney, one member a general contractor, one member a mechanical contractor, one member an electrical contractor and one public member. (City Clerk & CDD Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 19 and Code 01.50	As needed to hear appeals last met June 2015	4
This Board is established per Charter 3.14. The language used in Charter is "shall appoint members." This Board is integral to CBJ's personnel system and bargaining agreements.	Keep as is	20 Personnel Board (PB)	5 Seats Total: Members of the personnel board shall be residents of the City and Borough who shall serve without pay. The assembly will seek persons who have experience in the field of employee relations or personnel management to serve on the personnel board. A member of the personnel board shall not be an employee or spouse of an employee of the City and Borough or an employee of any collective bargaining organization which represents any City and Borough employees, other than those employed by the school district. (HR & City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Charter 3.14 and CBJ Personnel Rules.	As needed to hear personnel issues brought before the board. Last met October 2024	0
This Board was created in 1985 to hear appeals involving sales tax. This Board is part of the quasi-judicial process, and their decisions are subject to Assembly review.	Combine Sales Tax Board and Bidding Review Board or consider using an outside hearing officer.	21 Sales Tax Board of Appeals (STBA)	5 Seats Total: To the extent possible, one member of the board of appeals shall be a certified public accountant, one member shall be licensed to practice law in the state, and the remainder shall be members of the general public.	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 69.05.180	As needed to hear appeals. Last met 2013	4

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
<p>JEDC was created as a non-profit in 1987 with the goal of migrating JEDC to the private sector. Resolution 2136 articulates "Assembly policy to gradually migrate the JEDC budget toward full integration with the private sector" and that "given the close working and financial relationship between the City and Borough and the JEDC...it is appropriate for the Assembly to appoint members to the JEDC board." CBJ provides \$450,000 in annual operating funding to JEDC in addition to funding various projects/ studies.</p>	<p>Improve coordination between CBJ Assembly and JEDC by developing metrics and including JEDC in the annual Manager's budgetary review process.</p>	22	<p>Juneau Economic Development Council (JEDC)</p>	<p>7 Public Seats, Mayor, UAS Chancellor, 1 Organized Labor Seat, & 1 Non-Profit Environmental Seat: An independent not-for-profit corporation governed by a board of directors consisting of nine members, one member must represent organized labor and one must represent a nonprofit environmental organization. In addition, the mayor or the mayor's designee, and an assembly member serves on the council. The remaining five members on the board shall be selected based on their experience and expertise in fields relating to economic development, including but not limited to: large and small businesses; entrepreneurship; natural resource development; tourism; banking and finance; higher education; engineering and construction; and government. The council hires its own executive director who serves as staff to the council. (JEDC Staff Support)</p>	<p>Assembly appointed independent not-for-profit corporation board of directors.</p>	<p>Resolutions 2063 & 2136</p>	<p>1st Wed at 12pm at JEDC</p>	<p>0</p>

Formation_History	Recommendation	Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board is established per Charter 3.22. The language in the Charter is "may establish" a board. This language was added by the voters in 1996.	Current issues include failure to declare conflict of interest or adhere to legal guidance, majority tenant composition of the board and sub-committees, OMA violations, and general disarray of board. In 2004 an audit by Elgee, Rehfeld, Mertz identified similar issues. Given the ongoing problems, the recommendation is to convert to an advisory board as the risk is high if there are mistakes by the Board.	23 Airport Board	7 Seats Total: 7 members + 1 Assembly Liaison. No member of the airport board, or member of a board members immediate family or household, may be employed by the Airport. No more than 3 members may be tenants under a lease with the airport, or an officer or employee of a tenant under lease with the airport. (Airport Staff and Law Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.22 & CBJ Code 05.01	Regular Meetings-2nd Thurs.at 6pm JIA Alaska Room/Zoom	0
This Board is established per Charter 3.21. The language in the Charter is "may establish" a board. This Board has recently worked closely with the Assembly and Manager's Office ot streamline roles and responsibilities.	Reduce the number of seats (done through attrition).	24 Docks & Harbors Board	9 Seats Total: 9 members + 1 Assembly Liaison: No board member, or member of a board member's immediate family or household, may be employed by the Harbors Department. (D/H Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.21 and CBJ Code 85.02	Regular Meetings-last Thurs. at 5pm Harbor Office Conf. Rm/Zoom	0
This Board is established per Charter 3.20. The language used in Charter is "shall appoint members of a board of directors for the municipally-operated ski area."	Eaglecrest has undertaken a review of their Board and structure. A report was provided to the Eaglecrest Board on 1/2 and will be discussed at the Assembly COW on 1/27.	25 Eaglecrest Ski Area Board	7 Seats Total: 7 members + 1 Assembly Liaison: No board member, or member of a board member's immediate family or household, may be employed by the Eaglecrest ski area. (Eaglecrest Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.20 and CBJ Code 67.05	Regular Meetings-1st Thurs. at 5:30pm Eaglecrest Lodge/Zoom	0
This Board is established per Charter 3.15. The language used in Charter is "the assembly shall appoint members of a board of directors for municipally operated hospitals."	The Hospital Board is currently reviewing their structure and processes and anticipates making improvements.	26 Hospital Board	9 Seats Total: 9 members + 1 Assembly Liaison: Up to two members of the hospital board of directors may be physicians in the community appointed from a list of those names submitted by the hospital medical staff. No board member, or member of a board member's immediate family or household, may be employed by the hospital. STIPEND (BRH Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.15 and CBJ Code 40.05	Regular Meetings-4th Tues at 5:30pm via BRH Boardrm/Teams	2
Created per Charter 3.16 and Code 49.10.100.	The Title 49 review and re-write will improve and streamline the process to help the Planning Commission function well as a legislative and quasi-judicial body.	27 Planning Commission	9 Seats Total: 9 members + 1 Assembly Liaison: Must file w/ Alaska Public Offices Commission. Performs the area-wide functions of planning, platting and zoning. They also serve as the Board of Adjustment for variances. The PC reviews and recommends updates to the Assembly of the CBJ Code and Comprehensive Plan. STIPEND (CDD Staff Support)	Empowered Board (Charter) & Quasi-Judicial Body(term limits)(by-laws)	CBJ Code 49.10	Regular Meetings-2nd & 4th Tues at 7pm at Assembly Chambers/Zoom	0



2024 Annual Report



***Aging! So cool,
everyone is doing it!***

Juneau Commission On Aging

ACCOMPLISHMENTS - 2024

- ▶ New Chair - Reviewed top Priorities to ensure focus
- ▶ Developed outreach materials – brochure, signage & swag (SREC, KTOO Jnu Afternoon, Rotary)
- ▶ Designed/maintained robust website (CBJ)

<https://juneau.org/clerk/boards-committees/jcoa>

- ▶ Partnered with AARP Age Friendly Planning
- ▶ Partnered with “Alphabet Group” – Marie Drake
 - ▶ JCOA, AARP, CCS, BRH, SEARHC, JAHC

Juneau Commission On Aging

2020 Senior Survey our DATA FOUNDATION

Seniors are healthier and better off than in previous survey years:

- ▶ 30% of Juneau residents are 55 and older**
- ▶ 84% own homes and all seniors pay taxes
- ▶ 80-90% (depending on age) drive their own cars
- ▶ 63% volunteer in the community
- ▶ 95% over 65 have Medicare Insurance
- ▶ 66% over 65 have State of Alaska Retirement
- ▶ 40% have Long Term Care Insurance
- ▶ 42-46% (depending on age) take continuing education classes (UAS/CS)
- ▶ 72 - 84% (depending on age) recreate weekly (walking, hiking, swimming, biking, gyms, skiing)

** AKDOL updated this figure 2023



Juneau Commission On Aging

Silver Dividends to Keep Seniors Here

- ▶ Retirement income spent on buying goods and services in our community
 - ▶ 50+ households accounted for 52 cents of every dollar spent in AK in 2018 – predicted to grow to 58 cents by 2050 (AARP)
- ▶ Home ownership, property & sales tax
- ▶ Volunteering/ contributing financially to the community
- ▶ Remaining in town to help family members

Juneau Commission On Aging

PRIORITIES 2025

- Office of Aging – Coordinator
 1. Age Friendly Community Planning
 2. Community Center – Marie Drake
 3. Universal Housing

Juneau Commission On Aging

Priority 1: Age-Friendly Community Planning

AARP Network of Age Friendly States and Communities



- ▶ Developed by the World Health Organization for global assessments of community well being
- ▶ Planning that serves the entire community of all ages
- ▶ *2023 CBJ Assembly approved joining the Age-Friendly Network*
- ▶ Eight Domains of Livability clearly identify areas of focus

Juneau Commission On Aging

Priority 1: Age-Friendly Community Planning

A tested, tried and true mechanism for all communities to create an action plan that builds on our community strengths and preferences for people of all ages to continue to age in their community.

Year 5: Progress / status update

Years 3-5: Implementation

Year 2: Create an action plan

Year 1: Survey community

Enrollment

Juneau Commission On Aging

Priority 1: Age-Friendly Community Planning

The Eight (8) Domains of Livability

A framework used by states & communities enrolled in the network to organize and prioritize their work to become more livable for both older residents and people of all ages.



Is Juneau Age-Friendly?

Are there adequate volunteer, social, civic and work opportunities?



Are there adequate, safe and accessible public spaces?



Is there adequate access to health care services?

Are there ways to remain mobile once driving is no longer an option?



Is there housing that is affordable, accessible and varied in type?



Age Friendly Juneau **AARP Alaska**

Juneau Commission On Aging

Priority 2: Recreation and Socialization

SENIOR FOCUSED COMMUNITY CENTER

Goal: Increased Rec and Wellness Senior Opportunities

- ▶ Age friendly activities (pickleball, indoor walking, yoga, tai chi, Better Bones and Balance classes)
- ▶ Learning/lecture opportunities: Book Clubs, Brain Health Series, Tech Techniques, Senior Nutrition, Disaster Preparedness, Navigating Senior Health Services)
- ▶ Grief Workshops, Widow/Widower Workshops (tonight!)
- ▶ Caregiver Support Groups

Juneau Commission On Aging

Priority 2: Recreation and Socialization

SENIOR FOCUSED COMMUNITY CENTER

- ▶ Worked with array of partners to use the Marie Drake Complex = Multigenerational/ Multiuse Proposal
 - ▶ AEYC, Planetarium, JAHC, MakerSpace, JCOA, AARP, FoL
 - ▶ Asked for Gym, classroom and office space

- ▶ “Alphabet Group” now carrying on effort for use of MD
 - ▶ BRH, CCS, SEARHC, JAHC, JCOA, AARP
 - ▶ Requesting use of the Marie Drake Gym now with added courses in the future

Juneau Commission on Aging Priority 3: Universal - Age Friendly Housing

Section K, Item 7.



77%

Strongly agree with the statement, "I would like to remain in my community as long as possible."

76%

Strongly agree with the statement, "I would like to remain in my current home as long as possible."

8 of 10
ADULTS

age 50 and older want to stay where they live



Juneau Commission On Aging

Priority 3: Universal Age Friendly Housing

- ▶ **Secure and safe**
- ▶ **Accessible**
 - ▶ Modifications as needed and accommodations during construction for specific senior housing such as No step Entry, One Story, Wide doors and halls, non slip surfaces, good lighting, lever door handles
 - ▶ Support Services if needed (Home Health Care to ensure staying in home of choice)
 - ▶ Proximity to transportation (ex. Free shuttle, buses equipped with ramps, Akcess
- ▶ **Affordable:** Rent no more than 30% of Income /adjusted in times of unemployment, sickness or other life events
- ▶ **Available to all:** Regardless of AGE, race, gender, sexual orientation, income, nationality or immigration status

Juneau Commission On Aging

Building a Community for Everyone

- ▶ Worldwide communities are aging - everyone wants to attract a young workforce
 - ▶ **Benefit:** Texas has booming in-migration due to high paying jobs, schools and childcare
 - ▶ **Downside:** Extreme heat, hurricanes & water shortages
- ▶ Juneau also has challenges but many advantages
 - ▶ **Downside:** High cost of living, housing shortage and struggling schools along with...
 - ▶ **Benefit:** Sense of community, high level community engagement, environmentally aware (electric cars run on hydro), clean air and clean water, expanding regional medical care, easy access to “mainland”, exceptional recreation (indoor track, pools, hiking, biking, ski area, hockey rinks, etc), low density/no traffic, world class culture (museum, theater, symphony, Jazz and Classics, Folk Fest, etc.)

If you build a community that is great for an older adult,
you build a community great for everyone.

Juneau Commission On Aging “Asks”

Representing 30% of Juneau’s Population

1. FACILITATE JUNEAU’S AGE-FRIENDLY COMMUNITY PLANNING
 - CBJ joined AARP Age Friendly Community Network 2023
 - Requesting assist with Planning Process

2. DEVELOP COMMUNITY CENTER WITH SENIOR FOCUS
 - Access (soon) to Marie Drake Gym for Pickleball AND
 - Expand to a wider array of recreation & wellness options

3. PROMOTE UNIVERSAL HOUSING STANDARDS
 - Continue to work with CBJ and Contractors to embrace Universal Housing Standards and age friendly concepts

Aging! So cool, everyone is doing it

Section K, Item 7.



**Juneau Commission On Aging
Keeping seniors healthy and
in the community we love***

<https://juneau.org/clerk/boards-committees/jcoa>



Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
Established in 1992 with a sunset date of 1995; the sunset date was extended by four subsequent resolutions. In 2007 the Board was reduced from 9 to 7 members and no sunset date was included.	Resolution to sunset is drafted 12/20/24	1	Americans with Disabilities Act Committee (ADA)	7 Seats Total: All seats are open to any member of the public who wishes to apply. Persons with Disabilities or family members of persons with disabilities are encouraged to apply for any vacant seats on the committee. (CDD Staff Support)	Advisory Board	Resolution 2429, 2359, 2204, 1928, 1769, and 1585.	Have not met since Sept 2019 , quorum issues then COVID	7
Established in 2009, as part of the model code review, this Board serves a quasi-judicial process. However, these functions could be handled by a hearing officer if the need arises.	This Board could be dissolved and the tasks handled by CDD Director, Building Official, Fire Official and Planning Commission if necessary. Appeals could go to an outside hearing officer.	2	Building Code Advisory Committee (BCAC)	5 Seats Total: Representing to the extent possible: Architects, Electrical Engineers, Civil Engineers, Mechanical Engineers, and Contractors. (CDD Staff Support)	Advisory Board	CBJ Code 19; Resolutions 1116 and 1130	Wed's at 5pm at Downtown Fire Station. Last met Sept 2022.	3
Board created as part of the unification of the Borough in 1970 - see Charter 16.8.	Reduce the number of seats (done through attrition).	3	Douglas Advisory Board (DAB)	7 Seats Total: All members must be qualified voters of the City & Borough residing on Douglas Island. (City Clerk Staff Support)	Advisory Board	Resolution 2331, 1655, and 210.	3rd Wed at 5pm at Douglas Library Conference Rm	0
This is one of two advisory Boards that are original to Title 49. The subdivision review committee was removed in 2020. This Board could be dissolved by ordinance.	This Board has been consistently adversarial to Assembly and Assembly goals. Concerns regarding conflicts of interest. Dissolve this committee.	4	Historic Resources Advisory Committee (HRAC)	9 Seats Total: 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 & 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. (CDD Staff Support)	Advisory Board	CBJ Code 49.10.410	1st Wed at 5pm Dwtwn Lib/Zoom	2
This Board was initially established in 1977. In 2017, public meetings were held to discuss the future of this group; as a result the mission was revamped as well as the membership structure. In 2020 the numbers were upped to 9 members (5 members must be 65 or older) the other 4 members have no age restriction.	Combine with another board and/or reduce the number of seats through attrition. Staff support to this board has been significant.	5	Juneau Commission on Aging (JCOA)	9 Seats Total: 9 members + 1 Assembly Liaison. The assembly shall appoint members, to 2-year terms , 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. (City Clerk Staff Support)	Advisory Board	Resolution 2944, 2802, 2279, 1985, 1121am, 434, and 430.	3rd Tues at 3pm via Zoom w/ JCOA Workgroup mtgs the 2nd & 4th Tues. @ 3pm via Zoom	2 (will have 4 seats up for renewal 12/31)
This group was established in 2007 as part of the Climate Change Protection Campaign. An initial sunset date was removed, and over time the goals shifted to looking at sustainable economic, social, and environmental systems.	Reduce the number of seats (done through attrition).	6	Juneau Commission on Sustainability (JCOS)	9 Seats Total: 9 Public (Voting) members + 1 Assembly Liaison & 1 Planning Commission Member Ex-Officio. Commission membership shall reflect environmental, social, economic, and governmental perspectives, unified by the common interest of sustainability. The Commission shall draw its members from government, business, academia, not-for-profits, and neighborhood associations. (E/PW Staff Support)	Advisory Board	Resolution 2755, 2718, 2528, 2401am, and 2397(b).	Regular Meetings-1st Wed at 12pm via Zoom, Worksessions-3rd Wed at 12pm via Zoom	0

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
In 2008 this Board was 7 members, and then in 2016 it was dropped to 5 members, in 2021 it was changed back to 7 members.	Combine with another board and/or reduce the number of seats through attrition.	7	Juneau Human Rights Commission (JHRC)	7 Seats Total: Membership shall be selected to provide the most balanced representation possible. The Assembly's purpose in establishing the JHRC, as stated in Resolution Nos. 1615(am), 2209, 2436, & 2738 remains unchanged: the Assembly finds discrimination against an inhabitant of the municipality because of any characteristic unrelated to merit is a matter of public concern, threatening the peace, order, health, safety, and general welfare of the municipality and its inhabitants; and continues to be the policy of the municipality to eliminate and prevent discrimination and harassment (City Clerk Staff Support)	Advisory Board	Resolution 2946 1615(am), 2209, 2436, 2738)	1st & 3rd Wed at 5pm via Zoom	0
This Board was created in 1992 in response to a bequest from Mrs. Verna Carrigan.	Keep as is	8	Juneau Public Libraries Endowment Board (JPLEB)	3 Seats Total: 1 Public member, 1 member nominated by Friends of the Library, and the Public Library Director (Library Staff Support)	Advisory Board	Resolution 1609	meets once or twice a year at the call of the Library Director	0

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Committee was first established in 1991. It is required to ensure compliance with federal and state law.	Keep as is	9	Local Emergency Planning Committee (LEPC)	12 voting members & 12 alternate members + the Manager's Designee & Alternate + Assembly Liaison, nominated by the Assembly and appointed by the Alaska State Emergency Response Commission. Reestablished the LEPC to ensure compliance with federal/state community right-to-know laws, meet community needs for emergency planning, and facilitate the integration of emergency plans generated by and for the hospital, the airport, the electric utility, oil spills, cruise ships, the Red Cross, and other agencies; (Emergency Programs Staff Support)	Advisory Board	Resolution 2974, 2135, and 1989. AS 26.23.071 & 26.23.073	2nd Wed at 12pm at UAS Rec Center/Zoom	4
This is a consolidated Committee that was created in 2022.	Keep as is	10	Parks & Recreation Advisory Committee (PRAC)	9 Seats Total: 9 (voting) public members + 1 Assembly Liaison. Excluding parking management & facilities maintenance services, PRAC advises the assembly regarding all Parks & Recreation managed lands, facilities, and services including, but not limited to, Treadwell Arena, Aquatics Facilities, and the Jensen-Olson Arboretum. As well as provide recommendations for: planning/development affecting parks & recreation in the community, CIP, P&R Fee Schedule, legislation/regulations related to P&R, aquisition/disposal of CBJ lands related to P&R, naming of P&R facilities. (P&R Staff Support)	Advisory Board	Ordinance 2022-64(b)(am)	1st Tues at 5:30pm at Assembly Chambers/Zoom	1
This Committee was originally established in 1986 as the Juneau International Relations Advisory committee, with 9 members. It was reduced to 3 members and then slowly increased back to 5 and then 7 members.	Resolution to sunset is drafted 12/20/24	11	Sister Cities Committee (SSC)	7 Seats Total: 7 (voting) public members + 1 Assembly Liaison. SCC focused on nurturing CBJ relationships w/ designated Sister Cities, cultural exchanges w/ those cities & plan/coordinate official visits. (Clerk Staff Support)	Advisory Board	Resolution 2716, 2508, and 2420(c).	Due to lack of members or applicants, SCC last met Oct 2021	7
Created in 2023 to review ordiances and provide feedback to the Assembly.	Keep as is	12	Systemic Racism Review Committee (SRRC)	7 Seats Total: 7 public members + 1 Assembly Liaison. Members selected to provide the most balanced representation possible: experience identifying unlawful discrimination—including based on race, color, or national origin—experience identifying social justice inequity, or intimate knowledge of local cultures and practices, including tribal culture and practices. (City Clerk, Manager's Office & Law Staff Support)	Advisory Board	Ordinance 2023-20(b) - updated Committee Charge in 2023	Tues. after a Regular Assembly Mtg. at 12pm via Zoom, Worksessions scheduled as needed	2

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board was originally created in 1992 and then dissolved in 1995. In 2005, it was reestablished to address the declining state and federal funding.	Keep as is	13	Utility Advisory Board (UAB)	7 Seats Total: To the extent practicable, appointments shall be made as follows: one engineer registered in the State of Alaska, preferably with training and experience in water, wastewater, and/or utility systems design and operation; one accountant, preferably experienced with utility financial management practices; one general contractor, preferably experienced in the construction of water and/or wastewater utility systems; two commercial customers of the City and Borough water and/or wastewater utility; one residential customer of the City and Borough water and/or wastewater utility; and one member of the general public. (E/PW Staff Support)	Advisory Board	Resolution 2299, 1780, and 1608.	2nd Thurs at 5:15pm at Water Utility Shop/Zoom	1
CBJ tax money is frequently used for youth programs, this Board was established to look at the allocation of funds. There have been several sunset dates that have been extended, the most recent was June 2007. This Board also saw a membership change from a dedicated seat to a general seat, in 2018, to ensure that quorum could be made.	Reduce the number of seats (done through attrition).	15	Youth Activities Board (YAB)	9 Seats Total: 1) Parks and Recreation Advisory Committee member, nominated by the committee; 1) Juneau Arts & Humanities Council member, nominated by the council, 1) member 18 years or younger at the time of appointment; and six general public members. (P&R Staff Support)	Advisory Board	Resolution 2820, 2761, 2410, and 2071.	2nd Tues at 5:30pm Conf. Rm 237/Zoom	2

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation		Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board was created in 1999 to hear appeals regarding classification of domestic animals as "dangerous" or "potentially dangerous." This Board is needed for quasi-judicial process.	Reduce the number of seats (done through attrition).	16	Animal Hearing Board (AHB)	5 Seats Total: The animal hearing board shall be composed of 5 members and 1 alternate member appointed by the manager for staggered 3-year terms. There shall be one member selected from each of the following groups: licensed veterinarians; organized animal interest groups; animal trainers, preferably experienced in handling problem animals; animal owners from the general public; and nonanimal owners from the general public. The alternate shall also be selected from one of these groups. (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 08.30	As needed to hear an appeal. Last hearing was Nov. 2020	1
This Board was created in 1993 to review protests to the competitive sealed bid process. This Board is needed for quasi-judicial process.	Combine Sales Tax Board and Bidding Review Board or consider using an outside hearing officer.	17	Bidding Review Board (BRB)	5 Seats Total: The bidding review board shall consist of five persons appointed by the assembly. To the extent possible, one of the members shall be an attorney licensed to practice law in the state (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 53.50	As needed to hear an appeal. Last hearing was April 2019	1
This Board is established per code and is necessary for quasi-judicial process. Appeals of this Board go directly to Superior Court.	Reduce the number of seats (done through attrition).	18	Board of Equalization (BOE)	9 Seats Total: The board shall comprise a pool of no less than five, appointed by the assembly. Each panel hearing appeals shall consist of three members. appointed on the basis of their general business expertise and their knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields. STIPEND (City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 15.05, AS 29.10.200(41) and AS 29.45.800 and Ordinance 2022-21(b)	As needed to hear appeals. Last hearing was July 2024 . Will start again in late April.	1
Established in 2009, as part of the model code review, this Board serves a quasi-judicial process.	This Board could be dissolved and the tasks handled by CDD Director, Building Official, Fire Official and Planning Commission if necessary. Appeals could go to an outside hearing officer.	19	Building Code Board of Appeals (BCBA)	7 Seats Total: One member of the board of appeals shall be an architect, one member an engineer, one member an attorney, one member a general contractor, one member a mechanical contractor, one member an electrical contractor and one public member. (City Clerk & CDD Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 19 and Code 01.50	As needed to hear appeals last met June 2015	4
This Board is established per Charter 3.14. The language used in Charter is "shall appoint members." This Board is integral to CBJ's personnel system and bargaining agreements.	Keep as is	20	Personnel Board (PB)	5 Seats Total: Members of the personnel board shall be residents of the City and Borough who shall serve without pay. The assembly will seek persons who have experience in the field of employee relations or personnel management to serve on the personnel board. A member of the personnel board shall not be an employee or spouse of an employee of the City and Borough or an employee of any collective bargaining organization which represents any City and Borough employees, other than those employed by the school district. (HR & City Clerk Staff Support)	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Charter 3.14 and CBJ Personnel Rules.	As needed to hear personnel issues brought before the board. Last met October 2024	0
This Board was created in 1985 to hear appeals involving sales tax. This Board is part of the quasi-judicial process, and their decisions are subject to Assembly review.	Combine Sales Tax Board and Bidding Review Board or consider using an outside hearing officer.	21	Sales Tax Board of Appeals (STBA)	5 Seats Total: To the extent possible, one member of the board of appeals shall be a certified public accountant, one member shall be licensed to practice law in the state, and the remainder shall be members of the general public.	Appeal/Hearing Board - Quasi-Judicial Body	CBJ Code 69.05.180	As needed to hear appeals. Last met 2013	4

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation	Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
JEDC was created as a non-profit in 1987 with the goal of migrating JEDC to the private sector. Resolution 2136 articulates "Assembly policy to gradually migrate the JEDC budget toward full integration with the private sector" and that "given the close working and financial relationship between the City and Borough and the JEDC...it is appropriate for the Assembly to appoint members to the JEDC board." CBJ provides \$450,000 in annual operating funding to JEDC in addition to funding various projects/ studies.	Improve coordination between CBJ Assembly and JEDC by developing metrics and including JEDC in the annual Manager's budgetary review process.	22 Juneau Economic Development Council (JEDC)	7 Public Seats, Mayor, UAS Chancellor, 1 Organized Labor Seat, & 1 Non-Profit Environmental Seat: An independent not-for-profit corporation governed by a board of directors consisting of nine members, one member must represent organized labor and one must represent a nonprofit environmental organization. In addition, the mayor or the mayor's designee, and an assembly member serves on the council. The remaining five members on the board shall be selected based on their experience and expertise in fields relating to economic development, including but not limited to: large and small businesses; entrepreneurship; natural resource development; tourism; banking and finance; higher education; engineering and construction; and government. The council hires its own executive director who serves as staff to the council. (JEDC Staff Support)	Assembly appointed independent not-for-profit corporation board of directors.	Resolutions 2063 & 2136	1st Wed at 12pm at JEDC	0

Review of CBJ Boards - List Updated 1/6/2025

Section K, Item 8.

Formation_History	Recommendation	Name of Board	Total # of Seats & Membership Eligibility Requirements	Type of Board	Governing Legislation	Meetings	Current Vacancy
This Board is established per Charter 3.22. The language in the Charter is "may establish" a board. This language was added by the voters in 1996.	Current issues include failure to declare conflict of interest or adhere to legal guidance, majority tenant composition of the board and sub-committees, OMA violations, and general disarray of board. In 2004 an audit by Elgee, Rehfeld, Mertz identified similar issues. Given the ongoing problems, the recommendation is to convert to an advisory board as the risk is high if there are mistakes by the Board.	23 Airport Board	7 Seats Total: 7 members + 1 Assembly Liaison. No member of the airport board, or member of a board members immediate family or household, may be employed by the Airport. No more than 3 members may be tenants under a lease with the airport, or an officer or employee of a tenant under lease with the airport. (Airport Staff and Law Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.22 & CBJ Code 05.01	Regular Meetings-2nd Thurs.at 6pm JIA Alaska Room/Zoom	0
This Board is established per Charter 3.21. The language in the Charter is "may establish" a board. This Board has recently worked closely with the Assembly and Manager's Office of streamline roles and responsibilities.	Reduce the number of seats (done through attrition).	24 Docks & Harbors Board	9 Seats Total: 9 members + 1 Assembly Liaison: No board member, or member of a board member's immediate family or household, may be employed by the Harbors Department. (D/H Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.21 and CBJ Code 85.02	Regular Meetings-last Thurs. at 5pm Harbor Office Conf. Rm/Zoom	0
This Board is established per Charter 3.20. The language used in Charter is "shall appoint members of a board of directors for the municipally-operated ski area."	Eaglecrest has undertaken a review of their Board and structure. A report was provided to the Eaglecrest Board on 1/2 and will be discussed at the Assembly COW on 1/27.	25 Eaglecrest Ski Area Board	7 Seats Total: 7 members + 1 Assembly Liaison: No board member, or member of a board member's immediate family or household, may be employed by the Eaglecrest ski area. (Eaglecrest Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.20 and CBJ Code 67.05	Regular Meetings-1st Thurs. at 5:30pm Eaglecrest Lodge/Zoom	0
This Board is established per Charter 3.15. The language used in Charter is "the assembly shall appoint members of a board of directors for municipally operated hospitals."	The Hospital Board is currently reviewing their structure and processes and anticipates making improvements.	26 Hospital Board	9 Seats Total: 9 members + 1 Assembly Liaison: Up to two members of the hospital board of directors may be physicians in the community appointed from a list of those names submitted by the hospital medical staff. No board member, or member of a board member's immediate family or household, may be employed by the hospital. STIPEND (BRH Staff Support)	Empowered Board (Charter)(term limits)(by-laws)	CBJ Charter 3.15 and CBJ Code 40.05	Regular Meetings-4th Tues at 5:30pm via BRH Boardrm/Teams	2
Created per Charter 3.16 and Code 49.10.100.	The Title 49 review and re-write will improve and streamline the process to help the Planning Commission function well as a legislative and quasi-judicial body.	27 Planning Commission	9 Seats Total: 9 members + 1 Assembly Liaison: Must file w/ Alaska Public Offices Commission. Performs the area-wide functions of planning, platting and zoning. They also serve as the Board of Adjustment for variances. The PC reviews and recommends updates to the Assembly of the CBJ Code and Comprehensive Plan. STIPEND (CDD Staff Support)	Empowered Board (Charter) & Quasi-Judicial Body(term limits)(by-laws)	CBJ Code 49.10	Regular Meetings-2nd & 4th Tues at 7pm at Assembly Chambers/Zoom	0