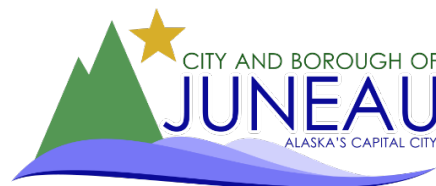


ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES - **DRAFT**

May 13, 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 Smith called the Assembly Human Resources Committee taking place in the Assembly Chambers and via Zoom webinar to order at 6:00 p.m.

B. LAND ACKNOWLEDGEMENT – *read by Assemblymember Bryson*

C. ROLL CALL

Present: HRC Chair Greg Smith, Wade Bryson, Ella Adkison, and 'Wáahlaal Gídaag (via Zoom)

Absent: None

Staff/Others: Deputy Municipal Clerk Di Cathcart, City Manager Katie Koester, Municipal Clerk Beth McEwen, Assemblymembers Michelle Hale and Paul Kelly, JCOA Chair Deborah Craig, JCOA Member Linda Kruger, and PRAC Chair Chris Mertl

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

E. APPROVAL OF MINUTES – *minutes approved as presented*

- 1. March 4, 2024 Assembly HRC Meeting Minutes - Draft**
- 2. April 1, 2024 Assembly HRC Meeting Minutes - Draft**

F. AGENDA TOPICS

3. Juneau Commission on Aging (JCOA) Presentation

Juneau Commission on Aging Chair Deborah Craig walked HRC members through her JCOA PowerPoint presentation on Age-Friendly Planning and Communities, highlighting the latest statistic that 30% of Juneau's population is 55 or older, then opened it up for questions. Mr. Bryson asked how many in our community are over 100 years old; have we hit 'Blue Zone' status yet? Ms. Craig, potentially, especially if we can attract more people to come to Juneau to live, work and retire. State of Alaska Department of Labor tracks that type of demographic information.

Ms. Adkison asked how the commission is reaching out to low-income, and below the poverty line seniors within the community. Ms. Craig stated the JCOA has reached out to tribal groups and other organizations and noted the diverse backgrounds, both professional and personal, of members on the commission that help with outreach. When the senior survey was conducted in 2020, JCOA did a large outreach to the community. Survey results found that for the 6.9% of CBJ citizens that are below the poverty line, 2% of those are seniors. In comparison to the rest of the community, this group of people are less likely to have access to the resources available in the community. JCOA has worked with CBJ staff to get an updated JCOA website with an ever-expanding list of resources and contacts for seniors. Ms. Craig wrapped up thanking the HRC for its support and noted one of the missions of JCOA is to advocate for everyone with the goal of aging – so cool, everyone is doing it!

Chair Smith thanked Ms. Craig and fellow JCOA members for all their work and being such an active commission.

4. Parks & Recreation Advisory Committee Annual Report

Parks & Recreation Advisory Committee Chair Chris Mertl gave an overview of PRAC's annual report and the highlights from the last year for Parks & Recreation. Mr. Mertl noted the largest change was the sunseting of the

'old' PRAC, Treadwell Advisory Board, Aquatics Board and Jensen-Olson Arboretum Advisory Board into a consolidated 'new' PRAC in May 2023. After listening to the Juneau Commission on Aging's presentation, Mr. Mertl invited JCOA to come present at a future PRAC meeting. HRC members thanked Mr. Mertl for the report and all the work PRAC members continue to do.

5. Bidding Review Board Appointments

The Bidding Review Board (BRB) consists of five members per CBJ Code [53.50.061](#). The members of the Bidding Review Board shall serve three-year terms. To the extent possible, one of the members shall be an attorney licensed to practice law in the state. No member of the BRB who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply: If there are no other qualified applicants at the time reappointment is considered by the Assembly Human Resources committee, or to qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

All three incumbents have applied for reappointment for various terms. Jason Soza is the fourth member with a term ending May 31, 2026. There is also one vacant seat for an unexpired term and no other applicants have applied.

MOTION: by Ms. Adkison to forward to the full Assembly for approval, the recommendation to reappoint Roger Healy to the Bidding Review Board to a term beginning immediately and ending May 31, 2026, and to reappoint Alexander Smith and Stephen Sorensen to the Bidding Review Board for terms beginning June 1, 2024, and ending May 31, 2027, and asked for unanimous consent. **Hearing no objection, motion passed.**

G. STAFF REPORTS

6. Sales Tax Appeals

Staff is notifying the Assembly Human Resources Committee that with currently only one-member sitting on the Sales Tax Board of Appeals, if any appeals arise, they will be brought before the Assembly sitting in a quasi-judicial manner; either as the HRC or the Full Assembly as the HRC to hear that appeal. Two (2) Sales Tax appeals were submitted to the Clerk's Office during the month of April. The first appeal is not timely, and the appellant has been notified to continue to work with the Sales Tax and Collections Offices to come into compliance. The second appeal was filed timely, and the Clerk's Office is working with Sales Tax and the appellant to see if this appeal needs to move to the Assembly. If this appeal moves forward, staff will work with the Assembly to set special meeting dates in June to hear the appeal. Sales Tax Appeals [CBJ Code 69.05.180](#) & CBJ Appeals [Code 01.50.030](#)

7. 2024-01 CBJ Board Pamphlet Updates

MOTION: by Mr. Bryson accept the updated board pamphlet which includes direction to CBJ Advisory Boards on written communication with the Assembly and to distribute CBJ Informational Pamphlet Version 2024-01 to all CBJ boards, committees and commissions and asked for unanimous consent. **Hearing no objection, motion passed.**

8. Setting Dates for Empowered Board Interviews & Appointments

Possible dates for the full Assembly as HRC to hold interviews and appointments for the Airport Board, Docks & Harbors Board and Eaglecrest Board, at 5:30pm via Zoom. Deadline to submit applications to the Clerk's Office is 11:59pm, Friday, May 31. Staff requests the HRC pick two dates as placeholders to bring forward to the full Assembly for approval. The following dates land on "meeting-free" Monday and Tuesdays: June 10, 11 or June 24, 25.

Airport Board

2 seats for terms beginning July 1, 2024 and ending June 30, 2027

Docks & Harbors Board

2 seats for an unexpired term beginning Immediately and ending June 30, 2026

3 seats for terms beginning July 1, 2024 and ending June 30, 2027

Eaglecrest Board

1 seat for an unexpired term beginning May 1, 2024 and ending June 30, 2025

2 seats for terms beginning July 1, 2024, and ending June 30, 2027

With several Assemblymembers traveling during June Clerk staff will look at everyone's availability and forward a couple of dates to Chair Smith that have the most Assemblymembers available. Interviews may need to take place at the beginning of July.

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

2024 Assembly Goal 4A - Specific to the work of the HRC

Acknowledge and honor Juneau's indigenous culture and place names. Develop a naming policy. Consider the impacts of recognizing additional and/or replaced holidays, including Elizabeth Peratrovich Day, Indigenous People's Day and Juneteenth.

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS - *none*

J. NEXT MEETING DATE

Regular HRC June 17, 2024 @ 6pm, Assembly Chambers/Zoom

K. SUPPLEMENTAL MATERIALS - *none*

L. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 6:47 p.m.