

**City and Borough of Juneau
Personnel Board References**

Ordinance 94-12 An ordinance consolidating the Employee Relations Board and the Personnel Board. Pursuant to Section 3.14 of Charter.

Personnel Plan 44.05

44.05.060 Personnel Board

- a. Board Established
- b. Qualifications
- c. Meeting procedure
- d. Responsibilities
- e. Organization, quorum, and rules of order
- f. Assistance and personnel
- g. Duties of the personnel board
 - 1. Determining the units appropriate for collective bargaining;
 - 2. Certifying or decertifying of employee organizations as exclusive representatives;
 - 3. Conducting representation elections;
 - 4. Resolving disputes, including mediation and factfinding;
 - 5. Rules and regulations
- h. Labor Relations Policies
- i. Rules and Regulations

Labor Relations Plan 44.10

Personnel Board Rules of Procedure

- 1. Scope and Authority
- 2. Definitions
- 3. Administration and Meetings
- 4. Bargaining Units
- 5. Petitions for Representative Certification, Amendment of Representative Certification, and Decertification
- 6. Processing of Petitions
- 7. Investigation of Petitions
- 8. Recognition by Mutual Consent

- 9. Hearing Procedures
- 10. Elections
- 11. Mediation and Fact-finding
- 12. Complaint of an Unfair Labor Practice
- 13. Internal Conduct of Employee Organizations

CBJ Personnel Rules

15 PR 030. Appeals to Personnel Board

BRH Personnel Rules