

# ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

February 27, 2023 at 6:00 PM

Assembly Chambers/Zoom Webinar

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

## A. CALL TO ORDER

HRC Chair Smith called the Assembly Human Resources Committee meeting to order at 6:03 p.m.

## B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land, and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

## C. ROLL CALL

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

Members Absent: None

Others Present: Deputy Clerk Di Cathcart, City Clerk, Beth McEwen, Deputy City Manager Robert Barr

## D. APPROVAL OF AGENDA

Agenda approved as presented

## E. APPROVAL OF MINUTES

Minutes approved as amended and presented.

1. **September 12, 2022 HRC Minutes – Draft** – *approved as presented.*
2. **November 21, 2022 HRC Minutes – Draft** - *approved as presented.*
3. **January 9, 2023 HRC Minutes – Draft** – *approved with Woll edit to JCOA aging question.*
4. **January 30, 2023 HRC Minutes – Draft** - *approved as presented.*
5. **January 31, 2023 Full Assembly as the HRC Minutes – Draft** - *approved as presented.*

## F. AGENDA TOPICS

### 6. Local Emergency Planning Committee (LEPC) Appointment

The LEPC serves as a community coalition advising staff on emergency management issues, reviews the emergency response plan for CBJ and functions, when necessary, as the Local Emergency Planning Committee under SARA Title III. The Assembly nominates applicants and final appointments are done by the State Emergency Response Commission. A ***memo from Deputy Clerk Cathcart in the HRC packet outlines which LEPC seat is requiring action as well as a recommended motion.***

**MOTION:** by Ms. Gladziszewski to forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointment of Louisa Phillips to the Local Emergency Planning Committee General Public Seat 4a – alternate seat for a term beginning immediately and ending December 31, 2023 and ask for unanimous consent. ***Hearing no objections, motion passed.***

## 7. Juneau Economic Development Council (JEDC) Board Appointment

(JEDC) Board Members serve staggered three-year terms and may serve two consecutive terms. Article Four, Section 2, Paragraph E, of JEDC Bylaws, states:

*“The JEDC shall publish notice of vacancies on the JEDC Board of Directors. The JEDC Board or a recruitment committee will review and may interview candidates for the JEDC Board of Directors. The JEDC Board will forward the names of recommended candidates to the CBJ Assembly. The CBJ Assembly will appoint JEDC board members.”*

The two JEDC applicants are included in the Human Resources Committee packet along with a memo from JEDC Executive Director Brian Holst outlining the the process and recommendation.

**MOTION:** by Ms. Hughes-Skandijs to forward to the full Assembly for approval, appointment to the Juneau Economic Development Council Board as outlined in the memo presented by the Juneau Economic Development Council: Trenton English to the Organized Labor Seat for a term beginning immediately and ending October 31, 2025 and ask for unanimous consent. **Hearing no objections, motion passed.**

## 8. CBJ Board & Committee Outreach & Diversity

The committee discussed having this topic as a standing agenda item so members can discuss as time allows. Questions that arose during the boards and committees outreach and diversity discussion were as follows: Ms. Hughes-Skandijs asked if boards are doing what the Assembly want them to do and is board membership reflective of the make-up of our town. Chair Smith asked which boards are required and how often do the various boards meet. Ms. Gladziszewski asked which boards are we having trouble recruiting for, how did those boards get created and do the members serving the board think it’s important. Ms. Woll stated one of the problems is not getting diverse voices interested in applying and appointed. Ms. Hughes-Skandijs asked how many boards have staff liaisons. Chair Smith asked if we have the right amount of boards for a community our size and are people interested in serving or, once serving on a board, do they feel supported. Ms. Gladziszewski agreed that diversity is important and broad; she suggested creating short videos posted to the CBJ YouTube channel on what a particular board does e.g.: “What the Planning Commission Does”. Ms. Hughes-Skandijs asked who the stakeholder groups are and how can we educate the community.

## G. STANDING COMMITTEE TOPICS

The committee did not take up 2023 Assembly Goal 4 as an agenda topic for discussion at this meeting.

### **2023 Assembly Goal 4: Community, Wellness and Public Safety - Juneau is safe and welcoming for all citizens**

- A. Acknowledge and honor Juneau's indigenous culture, place names, naming policy and recognize Elizabeth Peratrovich Day.

## H. STAFF REPORTS

Clerk staff will compile a board overview spreadsheet answering some of the questions posed by members regarding CBJ boards and board make-up.

## I. COMMITTEE COMMENTS AND QUESTIONS - None

## J. NEXT MEETING DATE - Regular HRC Meeting - March 20, 2023 @ 6:00pm Assembly Chambers/Zoom

## K. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 6:52 p.m.