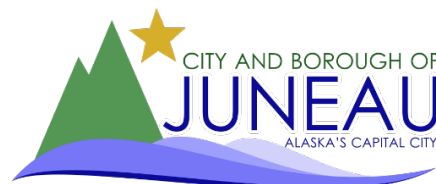


# ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES - **DRAFT**



April 01, 2024 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 taking place in the Assembly Chambers and via Zoom webinar to order at 6:01 p.m. – No Joke!*
- B. **LAND ACKNOWLEDGEMENT** – *read by Assemblymember Adkison*
- 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, Deputy City Manager Robert Barr, Municipal Attorney Robert Palmer, Municipal Clerk Beth McEwen, Human Resources/Risk Management Director Dallas Hargrave, Mayor Beth Weldon, and Assemblymembers Michelle Hale and Paul Kelly

- D. **APPROVAL OF AGENDA** – *approved as presented*
- E. **APPROVAL OF MINUTES** - *none*
- F. **AGENDA TOPICS**

### 1. Juneau Public Library Endowment Board (JPLEB) Appointments

Per [Resolution 1609](#); members of the Juneau Public Library Endowment Board (JPLEB) shall be appointed to three year terms. One member shall be the Library Director, one shall be a member of the Friends of the Library and one shall be a member of the general public. The Library Director seat is a non-recruitment seat with current Library Director Catherine Melville replacing previous Library Director John Thill. Donna Pierce has applied for reappointment and with the resignation of Carol Race, Sharon Tabor has applied for appointment to JPLEB to the Friends of the Library Seat.

**MOTION:** by Mr. Bryson to forward to the full Assembly for approval, the reappointment of Donna Pierce to the Juneau Public Library Endowment Board Public Seat for a term beginning immediately and ending January 31, 2027, and the appointment of Sharon Tabor to the Juneau Public Library Endowment Board Friends of the Library Seat for an unexpired term beginning immediately and ending January 31, 2025 and ask for unanimous consent.

**Hearing no objection, motion passed.**

### 2. Ordinance 2023-32 An Ordinance Clarifying the Process for Electing an Assemblymember Due to a Midterm Vacancy.

The date when an office of the Assembly is vacant dictates whether the Assembly appoints a successor or the voters elect a successor. The Assembly enacted CBJC 11.10.040(a) to prescribe how vacant Assemblymember positions are filled. While that code provision provides a helpful standard, it does not provide specificity when a midterm vacancy occurs whether the Assembly appoints or the voters elect. This ordinance clarifies that ambiguity:

-If a midterm vacancy occurs more than 60 days from the election, then the voters elect the vacant position;

-if a midterm vacancy occurs within 60 days of an election, then the Assembly appoints an interim and the vacancy would be placed on the subsequent year's election.

The Assembly Human Resources Committee reviewed this ordinance at its November 28, 2023 meeting and moved it to the full Assembly for action. At the March 4, 2024, Regular Assembly meeting the Assembly moved Ordinance 2023-21 back to the Assembly Human Resources Committee for further discussion.

Chair Smith opened this topic noting that Ordinance 2023-32 had previously been before this body for review and asked Mr. Palmer for a refresher of why it was back before the committee.

Mr. Palmer responded that Chair Smith was spot-on, this ordinance went to the Assembly for public hearing and there was a motion made to change the date from 60 days to something else and requested a color calendar or something to better visualize the various dates represented in this ordinance. Staff did not have a chance to draft a memo or put a colored calendar in front of you, so we are requesting the HRC consider holding this ordinance in committee until the next HRC meeting on April 29.

Staff also requests that due to the delay, the committee consider a motion at the next meeting amending the effective date of this ordinance; instead of it being effective 30 days from when it gets adopted, or if it gets adopted, to being effective maybe a year out. We are starting to push close into the campaign season. If this gets heard by the HRC on April 29, goes to the full Assembly in May, with a current 30-day effective date going into effect would take you right into the campaign window. So to avert any concerns with gamesmanship for any sitting assemblymembers, staff is requesting this stay in committee and staff will come back with an amendment changing the effective date, if that's the will of the body, then you'll be ready to have a full discussion on this ordinance.

Mr. Bryson asked if staff were trying to solve if an assemblymember left the Assembly to create the vacancy and trying to pinpoint it around an election cycle because the most likely scenario is of an assemblymember stepping off the assembly to run for the mayoral seat and so by not solving it this year, my worry would be are we setting somebody up to have be an appointment for a year; my concern is that we could face this scenario for this election cycle. I would think that the start of the filing period would have to be one of the most critical time periods because if someone quit before, it would have an impact but if someone quit after the start of the filing period that would have a different impact, correct. I guess these are the challenges staff are trying to solve for us.

Chair Smith asked if an effective date just shortly after the election would work so it would remove the potentially perceived gaming of the current election year as you mentioned.

Mr. Bryson appreciated Chair Smith's comments regarding an effective date.

**MOTION:** by Mr. Bryson to keep Ordinance 2023-32 in the Assembly Human Resources Committee and asked for unanimous consent. ***Hearing no objection, motion passed.***

### **3. FY25 Employee Access to CBJ Recreation Facilities - Update for Deputy City Manager Barr**

Mr. Barr reported to the committee that this idea is one that percolated up through the organization and was ultimately workshops by our Parks and Recreation and Human Resources/Risk Management Departments. I am proud to say that we are an organization that regularly sees smaller increases to our health insurance benefits plan than the market. Our benefits consultant regularly shares that they are continually impressed by how small our increases are, and how much we, as the employer and as employees, need to contribute to our healthcare plan to remain solvent.

It doesn't necessarily feel small because they are still substantive increases, but compared to the market we do well and I think one of the reasons we do well is because of our Health Yourself Program which encourages employees and dependents to participate in healthy activities and keep track of their health metrics to care for all those preventive screening and proactive health things that we all know we should do but we don't necessarily always do. So, what we are planning on for the next fiscal year is to expand the current benefit that we have as CBJ employees right now. Employees enjoy a 40% discount on Parks and Recreation passes to Parks and Recreation facilities: our two pools, the fieldhouse and Treadwell Arena. This action would expand that program to make it free instead of just a discount.

It does come at a cost. Right now, we receive about \$15,000 in that cost-share that is currently borne by employees. It wouldn't impact the Parks and Recreation Department because we would transfer that same amount of money out of the Wellness Program which has its own budget, into the Parks and Recreation budget to care for that extra cost. We see this as a relatively cheap recruitment and retention benefit promoting health and wellness of our employees and helping to keep downward pressure on our health insurance benefits, costs and just generally a good idea.

Mr. Bryson asked why Eaglecrest Ski Area wasn't included. Mr. Barr stated that it's generally cost related. Eaglecrest costs are substantially higher and CBJ would incur substantially more costs that we would need to care for since Eaglecrest is an enterprise department.

Chair Smith thanked Mr. Barr and staff for continuing to look for good things to do for CBJ staff.

**G. STAFF REPORTS - none**

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

**4. 2024 Assembly Goals**

Review the goals specific to the work of the Assembly HRC and having those as standing agenda topics.

The committee reviewed the 2024 Assembly Goals and felt that Goal 4A, *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* was the one goal most relevant for the Human Resources Committee and will add it as a Standing Committee Topic for future meetings.

**5. CBJ Board Application & Updated Empowered Board Questions**

Updated per discussion from March 4 Assembly HRC meeting to add Assemblymember Woll's questions to the general board application; as well as recommended updates to the empowered board questions for Airport, Docks & Harbors and Eaglecrest Boards. No changes were made to the Planning Commission, Systemic Racism Review Committee or Hospital Board questions so they are not included. HRC will be able to review those questions again prior to December interviews for those boards/committees.

The committee reviewed the updated empowered board questions and general board application and recommended approving them and removing them as a reoccurring agenda item.

**MOTION:** by Ms. Adkison to support the changes made to the CBJ Board Application and ask for unanimous consent. *Hearing no objection, motion passed.*

**MOTION:** by Mr. Bryson to adopt the changes made by the HRC to the empowered board questions and asked for unanimous consent. *Hearing no objection, motion passed.*

**I. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

Ms. Adkison appreciated the April 1, 2024, announcement of replacing the Juneau North Douglas Bridge with the North Douglas Gondola Crossing, it was very well received on social media today. *April Fool's Day!*

**J. NEXT MEETING DATE**

Monday, April 29, 2024 at 6pm Assembly Chambers/Zoom

**K. SUPPLEMENTAL MATERIALS - none**

**L. ADJOURNMENT**

*There being no further business to come before the committee, meeting adjourned at 6:24 p.m.*