



Department of Human Resources / Risk Management

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MEMORANDUM

Date: June 10, 2024

To: Eaglecrest Board Human Resources Committee

From: Dallas Hargrave, CBJ Human Resources & Risk Management Director

Re: Management support during leadership transition

Recently, previous Eaglecrest GM Kirk Duncan has reached out and offered assistance to the Eaglecrest Board and the current Eaglecrestmanagement team to assist with the leadership transition.

Summary of the proposal from Mr. Duncan

Mr. Duncan has offered to provide support in three primary areas:

1. Making sure that the area is ready to open by the second week of December
 - a. Lift maintenance
 - b. Winter vehicle maintenance
 - c. Seasonal pricing and promotional campaign
 - d. Staff development
 - i. Recruiting a mountain operations director
 - ii. Determining a process to ensure full staffing for the upcoming season
2. Recruiting a new general manager
 - a. Developing an effective recruiting campaign (CBJ staff can do this while I would provide some industry specific information)
 - b. Developing an effective candidate evaluation process based on industry knowledge
3. Working with CBJ staff to determine how best to move forward with the design and construction process of the pulse gondola project
 - a. With both the Black Bear and Porcupine projects, an industry expert was required to be on site for the project to ease the construction process and reduce cost
 - b. Determining methods to streamline design, procurement and construction costs as well expediting the schedule

Mr. Duncan is available from June 17, 2024 to September 22, 2024, part in-person on the mountain and part remote work from his current home in Washington state. It is estimated that the cost for this work will be approximately \$45,000 and should be able to be covered under the current budget due to vacancies.

Next Steps

The board needs to determine whether they are interested in hiring Mr. Duncan as an Interim General Manager, and deliberations regarding this decision are appropriate for the executive session. If the board is not interested in hiring Mr. Duncan as an Interim General Manager, then the decision whether to hire him and into what position is a matter to be determined by the current Interim General Manager.