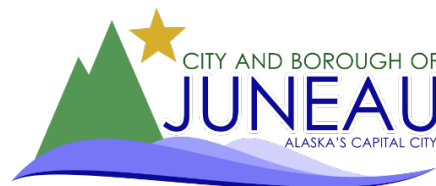


ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

May 19, 2025 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** Chair Adkison called the Assembly Human Resources Committee meeting to order in the Assembly Chambers and via Zoom at 6:00p.m.

B. **LAND ACKNOWLEDGEMENT** – read by Assemblymember Steininger

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**

Present: Chair Ella Adkison, Wade Bryson, Neil Steininger, and Maureen Hall

Absent: None

Staff/Others Present: Deputy City Clerk Di Cathcart, City Clerk Beth McEwen, Mayor Beth Weldon, and Meeting Tech Kevin Allen

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

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

1. **April 7, 2025 Assembly HRC Meeting Minutes - Draft**

F. **AGENDA TOPICS**

2. **Parks & Recreation Advisory Committee (PRAC) Appointments**

Per [Ordinance 2022-64\(b\)\(am\)](#) members shall be appointed by the Assembly. Members shall be appointed to staggered three-year terms. A new member shall be seated upon appointment and serve until their term ends or until their successor is appointed. The PRAC shall advise the Assembly regarding all Parks and Recreation Department managed lands, facilities, and services including, but not limited to, the Treadwell Arena, the Aquatics Facilities, and the Jensen-Olson Arboretum.

Current PRAC [Roster](#)

There are four seats up for action; three seats with terms due as of April 30, 2025 and one seat open with an unexpired term ending April 30, 2026. All three incumbents have reapplied.

MOTION: by Mr. Bryson that the Assembly Human Resources Committee forward to the full Assembly for approval, the reappointment of **Josh Anderson**, **Danika Swanson** and **Paulette Schirmer** all to terms beginning May 1, 2025 and ending April 30, 2028 to the Parks and Recreation Advisory Committee and asked for unanimous consent. *Hearing no objection, motion passed.*

3. **Letter from Douglas Advisory Board RE: Membership Seats** – Information only, no action or discussion taken by the Assembly HRC.

4. **Douglas Advisory Board (DAB) Appointment**

Per [Resolution 2331](#), the Douglas Advisory Board is a seven-member board appointed by the Assembly; and to be appointed to the DAB they must reside on Douglas Island. The purposes of the board shall be

to advise Assembly and the City and Borough administration on matters which affect Douglas Island and its facilities and residents.

There is currently one vacant seat for an unexpired term on the Douglas Advisory Board for a term beginning immediately and ending September 30, 2025. Since the term end date is within 6 months of expiring the HRC can also recommend appointment to a full-term following the unexpired term.

[Current DAB Roster](#)

There is one application in the HRC packet for consideration.

MOTION: by Ms. Hall that the Assembly Human Resources Committee forward to the full Assembly for appointment **Carmen Katasse** to the Douglas Advisory Board for an unexpired term beginning immediately and ending September 30, 2025 followed by a full-term beginning October 1, 2025 and ending September 30, 2028 and asked for unanimous consent. **Hearing no objection, motion passed.**

5. Setting Dates for Empowered Board Interviews: Airport, Docks & Harbors, and Eaglecrest Boards

Possible Dates

Tues. June 17, Wed. June 18 – Doesn't work for most members

Mon. June 23 - Works for most members

Wed. June 25 – Doesn't work for most members will look at adding Thursday, June 26 if a second date is needed.

G. STAFF REPORTS - None

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

Review of Boards/Committees: current board legislation, membership numbers/terms, recruitment, and creating diversified boards/committees to better reflect Juneau's population.

Mr. Bryson commented the committee needs to continue to look at how CBJ gets a more diversified group to apply for the various boards and committees.

2025 Assembly Goal 4a: *Adopt a naming policy that acknowledges Juneau's history and indigenous culture.*

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS - None

J. NEXT MEETING DATE

June 9, 2025 at 6:00pm Assembly Chambers/Zoom

K. SUPPLEMENTAL MATERIALS - None

L. ADJOURNMENT

There being no further business to come before the HRC committee, meeting adjourned at 6:18 p.m.