



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

July 29, 2024 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

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

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

1. **May 13, 2024 Assembly HRC Meeting Minutes - Draft**
2. **June 17, 2024 Assembly HRC Meeting Minutes - Draft**
3. **July 1, 2024 Full Assembly as HRC Meeting Minutes - Draft**
4. **July 2, 2024 Full Assembly as HRC Meeting Minutes - Draft**

F. AGENDA TOPICS

5. 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 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 one vacant seat for an unexpired term on the Douglas Advisory Board for a term beginning immediately and ending September 30, 2025.

Suggested Motion:

to forward to the full Assembly for appointment, _____ to the Douglas Advisory Board or an unexpired term beginning immediately and ending September 30, 2025.

6. Juneau Commission on Sustainability (JCOS) Appointments

Per [Resolution 2755](#), the Commission shall be comprised of nine members appointed by the Assembly, plus one liaison from the Assembly and one from the Planning Commission. The liaisons shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present. Membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability.

There are currently three seats for terms beginning immediately and ending June 30, 2027; one incumbent, Jessica Barker has reapplied as well as two members of the general public,

SUGGESTED MOTION: *to forward to the full Assembly for approval, the recommendation to reappoint _____ and to appoint _____ and _____ to the Juneau Commission on Sustainability all for terms beginning immediately and ending June 30, 2027.*

7. Local Emergency Planning Committee (LEPC) Appointments

Per [Resolution 2974](#), 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 seats are requiring action.**

Recommended Motion: *I move the Assembly Human Resources Committee forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission the appointments to the Local Emergency Planning Committee of Jeremy Weske, Peace Officer Seat 2, to a term beginning immediately and ending December 31, 2027; Nathan Rumsey, moving from BRH Hospital Seat 5a to BRH Hospital Seat 5 for a term beginning immediately and ending December 31, 2026; and Theresa Ross, Firefighter/EMS Seat 3 to a term beginning immediately and ending December 31, 2025 and ask for unanimous consent.*

8. Ordinance 2024-23 An Ordinance Amending the Ordinance Formatting Requirements.

CBJ Code 01.20.020 governs the formatting requirements of ordinances. This housekeeping ordinance would modernize that code as follows:

- Update the enacting clause;
- Clarify that irrelevant code sections do not have to be cited in amendments;
- Update the font requirements to remove the typewriter era standards; and
- Update the codification and archiving standards to eliminate unnecessary post-adoption work.

9. Discussion on Airport Board - Waiving the Three (3) Tenant Board Member Rule

Chapter [05.01.010](#) - Airport Board

The Airport is currently reviewing its by-laws - [July 11, 2024 JIA Board meeting agenda item](#)

G. STAFF REPORTS

There is currently a vacant Bartlett Regional Hospital Board seat (term running immediately - December 31, 2026). The Clerk's Office is advertising the vacancy, with an application deadline of Monday, August 5th. As of the posting of this packet on 7/26, no applicants have applied for the BRH Board.

Requested Action: Clerk staff is requesting the HRC decide whether to hold interviews during its regular 8/19 HRC meeting (similar to the 7/1 Docks & Harbors Board interviews with an earlier meeting start time and time to move into executive session); with appointments made during the Regular Assembly meeting that night under Assembly Liaison Reports. Or, the committee could pick a separate date in late August to hold interviews and appointments.

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

2024 Assembly Goal 4A - Specific to the work of the HRC

- a. Acknowledge and honor Juneau's indigenous culture and place names. Develop a naming policy. - **A Naming Policy is tentatively scheduled for review by the Lands Housing & Economic Development Committee at its August meeting.**
- b. Consider the impacts of recognizing additional and/or replaced holidays, including Elizabeth Peratrovich Day, Indigenous People's Day and Juneteenth.

I. COMMITTEE MEMBER COMMENTS AND QUESTIONS

J. NEXT MEETING DATE

Regular HRC Meeting - August 19, 2025 at 6pm, Assembly Chambers/Zoom

K. SUPPLEMENTAL MATERIALS

L. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.