



ASSEMBLY HUMAN RESOURCES COMMITTEE AGENDA

September 12, 2022 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.](#) March 14, 2022 Assembly Human Resources Committee Minutes
- [2.](#) July 11, 2022 Assembly Human Resources Committee Minutes
- [3.](#) August 1, 2022 Assembly Human Resources Committee Minutes
- [4.](#) August 16, 2022 Special Assembly Human Resources Committee Minutes
- [5.](#) August 25, 2022 Assembly Human Resources Committee Minutes
- [6.](#) August 25, 2022 Special Assembly Human Resources Committee Minutes

F. AGENDA TOPICS

[7.](#) Youth Activities Board (YAB) - Annual Report & Appointments

The Youth Activities Board consists of nine members as follows: A Parks and Recreation Advisory Committee member (nominated by PRAC), a Juneau Arts & Humanities Council member (nominated by JAHAC), a Juneau Sports Association member, (nominated by JSA), and six public members, one of which must be 18 years or younger at time of appointment. The Recreation Superintendent or alternate designee provides staff to this board.

There are two public seats up for appointment, both for terms beginning September 1, 2022 and ending August 31, 2025.

[8.](#) Treadwell Arena Advisory Board (TAAB) Appointment

Per Ordinance 2019-04(b), the Treadwell Arena Advisory Board (TAAB) is comprised of seven voting members appointed from the general public, and one liaison from the Parks and Recreation Advisory Committee. The liaison shall not have the power to vote and shall not be counted in determining whether a quorum of the Board is present. Members shall be appointed to staggered three-year terms. To the extent practicable, each organization that provides activities at Treadwell Ice Arena should have at least one representative on the Board. No more than five members shall be employees or board members of an organization, or the immediate family member of any employee or board member of an organization, that provides activities at the Treadwell Ice Arena.

There are two seats needing appointment for various terms; one application is in the packet.

G. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

H. NEXT MEETING DATE

November 21, 2022 at 6pm Assembly Chambers/Zoom Webinar

Due to the October 4 Municipal Election, certification of the election by October 19 and the October 24 Assembly Reorganization Meeting - at which time Assembly Standing Committee assignments will be available; the next meeting of the Assembly Human Resources Committee is November 21.

I. 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.org.

ASSEMBLY HUMAN RESOURCES COMMITTEE

March 14, 2022 6:00 PM
Assembly Chambers/Zoom Webinar
MINUTES

I. CALL TO ORDER

HRC Chair Hughes-Skandijs called the Assembly Human Resources Committee meeting to order at 6:08 p.m.

II. LAND ACKNOWLEDGEMENT

A. 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!

III. ROLL CALL

Members Present: Chair Alicia Hughes-Skandijs, Michelle Hale, ‘Wáahlaal Gíidaak and Christine Woll

Members Absent: None

Others Present: Deputy Clerk Di Cathcart, City Clerk Beth McEwen and Assemblymember Maria Gladziszewski

IV. APPROVAL OF AGENDA

Agenda approved as presented.

V. APPROVAL OF MINUTES

None

VI. PUBLIC PARTICIPATION

None

VII. AGENDA TOPICS

A. Douglas Advisory Board Appointments & Annual Report

Per Resolution 2331, the Douglas Advisory Board (DAB) is a seven member board with staggered 3-year terms. There are two vacant seats on the DAB with terms beginning immediately and ending September 30, 2024.

The committee reviewed the Douglas Advisory Boards annual report, thanked the board for all it's work over the last year and had no questions regarding the report.

MOTION: by Ms. Hale to forward to the full Assembly for approval, the recommendation to appoint Joanna Wulffenstein and Kayla Mount to the Douglas Advisory Board both for terms beginning immediately and ending September 30, 2024. *Hearing no objections, motion passed.*

B. Aquatics Board Memo regarding change to board seats

The committee reviewed the Aquatics Board memo regarding a change to the number of board seats. Per 67.10.010 Board of Directors subsection (b) reads:

One board member shall be from and represent the Juneau School District. One board member shall be from any local aquatics organization that rents a pool facility. To the extent possible, appointments to the remaining seven seats on the aquatics board shall include persons having skills relevant to matters concerning the aquatics facilities. No more than two members of the aquatics board shall be a member or employee of any local aquatics organization, or the immediate family member of any member or employee of any local aquatics organization.

MOTION: by Ms. Woll to strike the last sentence from 67.10.010(b) - *No more than two members of the aquatics board shall be a member or employee of any local aquatics organization, or the immediate family member of any member or employee of any local aquatics organization.* *Hearing no objection, motion passed.*

C. Historic Resources Advisory Committee - Appointment

The Historic Resources Advisory Committee currently has one vacancy for a term beginning immediately and ending June 30, 2024. The applicant is applying for the committee again after not realizing that their term was due and hadn't reapplied so the seat was marked as vacant and filled by someone else who has since resigned from the committee.

MOTION: by 'Wáahlaal Gíidaak to forward to the full Assembly for approval, the

recommendation to appoint Donald Harris to the Historic Resources Advisory Committee for a term beginning immediately and ending June 30, 2024. ***Hearing no objections, motion passed.***

D. Local Emergency Planning Committee (LEPC) - Appointments

Resolution 2974 A Resolution Re-establishing the Local Emergency Planning Committee (LEPC) added seats 12 & 12a: Alaska Native Tribal Representative (primary/alternate) to the LEPC. Seat 10 is up for action due to resignation with member in seat 10a moving to seat 10.

Recommended Motion:

"to forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission appointment of Corey Padron to LEPC Alaska Tribal Representative Primary Seat and Sabrina Boone to LEPC Alaska Tribal Representative Alternate Seat for terms beginning immediately and ending December 31, 2024 and the appointment of Jonathan Suk to LEPC Haz/Mat Transporter Primary Seat and ask for unanimous consent."

MOTION: by Ms. Hale to forward to the full Assembly for approval, the recommendation to forward to the State of Alaska Emergency Response Commission appointment of Corey Padron to LEPC Alaska Tribal Representative Primary Seat and Sabrina Boone to LEPC Alaska Tribal Representative Alternate Seat for terms beginning immediately and ending December 31, 2024 and the appointment of Jonathan Suk to LEPC Haz/Mat Transporter Primary Seat and ask for unanimous consent. ***Hearing no objections, motion passed.***

E. Resolution 2981 A Resolution Supporting the People of Ukraine and Suspending the Juneau Sister City Relationship with Vladivostok, Russia.

Russian President Vladimir Putin has engaged in an unprovoked and unjustified attack on the sovereign nation of Ukraine. The CBJ stands firmly with Ukraine and its people. This resolution would join the CBJ into the international community in strongly condemning the egregious actions of President Vladimir Putin for ordering the invasion of Ukraine and would suspend the CBJ's Sister City relationship with Vladivostok, Russia. The CBJ shall continue to support the people of Vladivostok and looks forward to a time when true people to people cooperation can be restored.

Assemblymember Gladziszewski recommends the HRC recommend this resolution for adoption by the Assembly.

Assemblymember Gladziszewski spoke to Resolution 2981 that she brought forward to the HRC.

Ms. Hale shared her appreciation for Governor Dunleavy requesting Alaska sister cities cut ties with any Russian sister cities in response to Russian President Vladimir Putin's war on Ukraine and her appreciation to Assemblymember Gladziszewski for bringing this resolution forward. Ms. Hale noted she appreciates the people of Vladivostok but feels its important to leave some kind of sign of solidarity with Ukraine and is fully supportive of the resolution.

Ms. Woll stated she is supportive of doing what we can as a municipality but is wary to do anything that might inadvertently impact the people of Vladivostok.

‘Wáahlaal Gíidaak stated she reached out to CBJ's Sister Cities Committee as their Assembly liaison however they are down to three members and are unable to make quorum to meet. She urged a pause in consideration of this resolution until further thought could be had on what effects this resolution may have going forward and didn't want to be punitive to Vladivostok.

Ms. McEwen reported to the HRC that in 2014 an agreement between CBJ and the University of Alaska Southeast (UAS) was created for Vladivostok residents attending UAS; she was unclear on all the details of the agreement but could bring that information forward at a future meeting.

Chair Hughes-Skandijs noted that she'd had the opportunity to discuss this resolution with Ms. Gladziszewski and appreciated her intentions; however, she felt suspending the sister city relationship would be apathetical and that CBJ tries to stay out of global politics. The Chair stated that other human rights situations that have arisen with other sister city relationships the Assembly did not take any action; such as when Crimea was getting annexed and the Assembly should be cautious of opening this door. She asked what message does it send to our Russian citizens that live in Juneau.

MOTION: by Ms. Hale that the Assembly Human Resources Committee hold this resolution in committee until the committee gets more information and see what other Alaska sister cities are doing within Alaska. ***Hearing no objections, motion passed.***

VIII OTHER BUSINESS

None

IX. STAFF REPORTS

None

X. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

None

XI. NEXT MEETING DATE

A. April 4, 2022 at 6:00pm

XII. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:40 p.m.

ASSEMBLY HUMAN RESOURCES COMMITTEE

July 11, 2022 6:00 PM
Assembly Chambers/Zoom Webinar
MINUTES

I. CALL TO ORDER

HRC Chair Hughes-Skandijs called the Assembly Human Resources Committee meeting to order at 6:04 p.m.

II. LAND ACKNOWLEDGEMENT

A. 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!

III. ROLL CALL

Members Present: Chair Alicia Hughes-Skandijs and ‘Wáahlaal Gíidaak

Members Absent: Christine Woll and Michelle Hale

Others Present: Deputy Clerk Di Cathcart, City Clerk Beth McEwen, Treadwell Arena Manager Lauren Anderson, TAAB Member Sigrid Dahlberg, CDD Planner Beth McKibben and JCOS Chair Gretchen Keiser

IV. APPROVAL OF AGENDA

Agenda approved as presented.

V. APPROVAL OF MINUTES

Minutes approved as presented.

A. 2022-04-25 Human Resources Committee Minutes-draft

B. 2022-05-16 Human Resources Committee Minutes-draft

C. 2022-06-14 Special HRC Meeting Minutes-draft

D. 2022-06-15 Special HRC Meeting Minutes-draft

VI. AGENDA TOPICS

A. Treadwell Arena Advisory Board (TAAB) Annual Report

The committee thanked the Treadwell Arena Advisory Board (TAAB) for all its work over the last year and after reviewing the annual report had no questions for Treadwell Arena Manager Lauren Anderson or TAAB Boardmember Sigrid Dahlberg.

B. Juneau Commission on Sustainability (JCOS) - Annual Report & 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. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability.

There are three seats with terms running July 1, 2022 - June 30, 2025 plus one seat for an unexpired term beginning immediately and ending June 30, 2024. One incumbent has applied as well as one member of the public.

The committee reviewed the Juneau Commission on Sustainability's (JCOS) annual report and thanked JCOS for its hard work over the last year. JCOS Chair Gretchen Keiser noted that JCOS will once again pick up the discussion around sustainability awards that was first brought forward just prior to the pandemic hitting in 2020.

MOTION: by 'Wáahlaal Gíidaak to forward to the full Assembly for approval, the recommendation to reappoint Duff Mitchell and to appoint Marian Call to the Juneau Commission on Sustainability both for terms beginning immediately and ending June 30, 2025. *Hearing no objections, motion passed.*

C. Historic Resources Advisory Committee (HRAC) Annual Report & Appointments

Per CBJ Code 49.10.410 The Historic Resources Advisory Committee consists of

nine members appointed by the Assembly. Members shall be appointed for a term of three years. The Assembly shall invite applications for membership from archaeologists, historians, architects, people knowledgeable in the customs and language of the Tlingit and Haida people, owners of locally recognized historic property, people familiar with the operations and issues relating to the city museum, teachers, and the general public.

There are three seats with terms due beginning July 1, 2022 and ending June 30, 2025. All three incumbents have applied for reappointment; no other applications received.

The committee reviewed the Historic Resources Advisory Committee annual report and thanked HRAC for all its work; they had no questions for HRAC staff liaison Beth McKibben.

- **MOTION**: by ‘Wáahlaal Gíidaak to forward to the full Assembly for approval, the recommendation to reappoint Charles Smythe, Zane Jones and Gary Gillette to the Historic Resources Advisory Committee for terms beginning immediately and ending June 30, 2025. *Hearing no objections, motion passed.*

D. Parks & Recreation Advisory Committee (PRAC) - Appointments

Per Resolution 2646, the Parks & Recreation Advisory Committee shall consist of nine members appointed by the Assembly to serve in staggered three-year terms.

The Parks & Recreation Advisory Committee has two seats with unexpired terms beginning immediately and ending February 28, 2023. There are four applications in the HRC packet.

MOTION: by ‘Wáahlaal Gíidaak to forward to the full Assembly for approval, the recommendation to appoint Brandie Hofmeister and Christina Mounce to the Parks & Recreation Advisory Committee for terms beginning immediately and ending February 28, 2023. *Hearing no objections, motion passed.*

VII. INFORMATION ITEMS

A. Boards & Committees Quarterly Demographic Report

VIII. STAFF REPORTS

None

IX. COMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

None

X. NEXT MEETING DATE

August 1, 2022 at 5:30 p.m. - note earlier meeting start time.

XI. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:28 p.m.

ASSEMBLY HUMAN RESOURCES COMMITTEE

August 1, 2022 5:30 PM
Assembly Chambers/Zoom Webinar
MINUTES

I. CALL TO ORDER

HRC Chair Hughes-Skandijs called the Assembly Human Resources Committee meeting to order at 5:30 p.m.

II. LAND ACKNOWLEDGEMENT

III. ROLL CALL

Members Present: Chair Alicia Hughes-Skandijs, Michelle Hale, Christine Woll and 'Wáahlaal Gíidaak

Members Absent: None

Others Present: Deputy Clerk Di Cathcart, City Clerk, Beth McEwen, Deputy City Manager Robert Barr, P&R Director George Schaaf, Aquatics Board Chair Will Muldoon

IV. APPROVAL OF AGENDA

Agenda approved as presented.

V. APPROVAL OF MINUTES

None

VI. AGENDA TOPICS

A. Juneau Commission on Aging (JCOA) - Annual Report & Appointment

The Juneau Commission on Aging (JCOA) consists of nine voting members appointed from the general public for staggered 2-year terms. The Assembly shall appoint members from a diverse population of people with knowledge of issues relating to aging or with expertise on health, housing, transportation, finances, insurance and other areas of concern for seniors in Juneau. At least five members shall be 65 years of age or older; four seats are general public seats and shall serve without restriction to age.

There is one vacant seat (65+) on the JCOA for a term beginning immediately and ending December 31, 2023.

The committee stated its appreciation for all the work the commission has done over the last year and the administrative support from Juneau Economic Development Council to the JCOA. Committee members noted the JCOA is a passionate and diligent in its work and appreciated the concise and good suggestions outlined in the JCOA annual report.

MOTION: by Ms. Hale to forward to the full Assembly for approval, the recommendation to appoint Susan Warner to the Juneau Commission on Aging for a term beginning immediately and ending December 31, 2023. ***Hearing no objections, motion passed.***

B. 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. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability.

There are two vacant seats on JCOS; one seat for a term beginning immediately and ending June 30, 2024 and one seat for a term beginning immediately and ending June 30, 2025.

MOTION: by 'Wáahlaal Gíidaak to forward to the full Assembly for approval, the recommendation to appoint to the Commission on Sustainability, Jessica Barker to a term beginning immediately and ending June 30, 2024 and Nick Waldo to a term beginning immediately and ending June 30, 2025. ***Hearing no objections, motion passed.***

C. Ordinance 2022-22 An Ordinance Amending the City and Borough of Juneau Code Related to the Aquatic Board of Directors.

Deputy City Manager Robert Barr outlined the request from the Aquatics Board included in the packet. Mr. Barr said that staff agrees with the request to reduce the board from a nine member to a seven member board however staff is not supportive of the second request - removing the requirements that the board be comprised of individuals that represent different interests.

MOTION: by Ms. Hale to make the Aquatics Board a seven member board and to

amend the sentence in section 67.10.010(b) from: *No more than **two** members of the aquatics board shall be a member or employee...* to: *No more than **three** members of the aquatics board shall...* **Hearing no objections, motion passed.**

D. Aquatics Board - Appointments

MOTION: by 'Wáahlaal Gíidaak to forward to the full Assembly for approval, the recommendation to reappoint to the Aquatics Board, Tracy Morrison, Scott Griffith and Molly McCormick all to terms beginning immediately and ending June 30, 2025. **Hearing no objections, motion passed.**

VII. STAFF REPORTS

A. Picking Dates to Hold Interviews/Appointments for Empowered Boards & SRRC

Chair Hughes-Skandijs will bring forward Tuesday, August 16, Wednesday, August 17 and Thursday, August 25 and possible dates to hold interviews and appointments for the Planning Commission, Eaglecrest Board and Systemic Racism Review Committee vacant seats.

VIII. NEXT MEETING DATE

A. August 22, 2022 at 6:00pm

IX. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 5:50 p.m.

SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE

August 16, 2022 5:30 PM

MINUTES**I. CALL TO ORDER**

The Full Assembly met as the Human Resources Committee via Zoom Webinar in Juneau, Alaska; Assemblymember Bryson stood in until HRC Chair Hughes-Skandijs could join and he called the meeting to order at 5:30 p.m.

II. ROLL CALL

Assemblymembers Present: Chair Hughes-Skandijs (joined at 5:56pm), Mayor Beth Weldon, Deputy Mayor Maria Gladziszewski, Michelle Hale, Carole Triem, Wade Bryson, Greg Smith, Christine Woll and 'Wáahlaal Gíidaak

Assemblymembers Absent: none

Staff Present: Deputy Municipal Clerk, Diane Cathcart and Municipal Clerk Beth McEwen

Others in Attendee Mode: Eaglecrest Manager Dave Scanlan, CBJ Assistant Attorney Sherri Layne, Eaglecrest Boardmember Norton Gregory

III. APPROVAL OF AGENDA

Agenda approved as presented - staff noted Robert Divelbess withdrew his Eaglecrest application.

IV. AGENDA TOPICS**A. Planning Commission Applicant Interviews**

Due to a resignation there is one vacant seat on the Planning Commission for an unexpired term beginning immediately and ending December 31, 2024. Four applicants submitted applications and returned their advanced interview questions in-order to be considered. Also included in the packet is the applicant previously interviewed on June 14, 2022.

INTERVIEW TIME/APPLICANT

5:35	Loren Jones
5:45	Emily Kane
5:55	Colter Boehm
6:05	Matthew Bell
6:10	Robert Henriksen - Interviewed on 6/14, no response re: still interested?

Four applicants were considered for the vacant seat with a term beginning immediately and ending December 31, 2024. After interviewing the four applicants plus the applicants for the Eaglecrest Board seat vacancy, the HRC recessed into executive session per a motion by Ms. Triem at 7:10 p.m. and reconvened into open meeting session at 7:51 p.m.

MOTION: by Ms. Hale for the Assembly Human Resources Committee to recommend to the Assembly to appoint Matthew Bell to the Planning Commission for a term beginning immediately and ending December 31, 2024. ***Hearing no objection, motion passed.***

B. BREAK

C. Eaglecrest Board Applicant Interviews

Due to a resignation there is one vacant seat on the Eaglecrest Board for an unexpired term beginning immediately and ending June 30, 2024. One new applicant submitted an application and returned their advanced interview questions in-order to be considered. Also included in the packet are the applicants previously interviewed on June 14, 2022.

INTERVIEW TIME/APPLICANT

6:30	Hannah Shively
6:40	Robert Divelbess - interviewed on 6/15 still interested
6:50	Charlie Herrington - interviewed on 6/15 still interested
7:00	Craig Brown - interviewed on 6/15 no response re: still interested?

Three applicants were considered for the vacant seat with a term beginning immediately and ending June 30, 2024. After interviewing the three applicants, Robert Divelbess (4th applicant) withdrew from consideration just prior to the interviews, the HRC recessed into executive session per a motion by Ms. Triem at 7:10 p.m. and reconvened into open meeting session at 7:51 p.m.

MOTION: by Ms. Hale for the Assembly Eaglecrest Board for a term beginning immediately and ending June 30, 2024. ***Hearing no objection, motion passed.***

V. EXECUTIVE SESSION

The HRC recessed into executive session per a motion by Ms. Triem at 7:10 p.m. and reconvened into open meeting session at 7:51 p.m. in order to make recommendations for appointments to the Planning Commission and the Eaglecrest Board.

A. Executive Session - Committee Deliberation

VI. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 7:52 p.m.



ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

August 25, 2022 at 5:30 PM

Zoom Webinar

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

A. CALL TO ORDER

HRC Chair Hughes-Skandijs called the Assembly Human Resources Committee meeting to order at 5:32 p.m.

B. ROLL CALL

Members Present: Chair Alicia Hughes-Skandijs, Michelle Hale and Christine Woll

Members Absent: 'Wáahlaal Gíidaak

Others Present: Deputy Clerk Di Cathcart, Deputy City Manager Robert Barr and HR/Risk Management Director Dallas Hargrave

C. APPROVAL OF AGENDA

Agenda approved as presented.

D. AGENDA TOPICS

1. Resolution 3000 vHRC A Resolution Amending the City and Borough of Juneau Personnel Rules

Mr. Barr gave committee members an overview of updates to the personnel rules that Resolution 3000 is addressing such as: eligibility lists, flexibility around banked medical leave and the few employees this rule still pertains to, attorney pay premium increases by 15% which would bring CBJ attorney pay into alignment with the State of Alaska, police certification pay, a tool allowance for the Emergency Programs Manager position as well as allowing part-time employees to use personal leave towards payment of health benefits co-payment costs associated with being a part-time employee.

Ms. Woll asked if there was a clear example for staff to use around a "less than" acceptable performance as noted in the proposed update to 4 PR 015(5) and how that was determined. Mr. Barr stated that yes, any personnel actions related to employee performance is documented.

Mayor Weldon asked if banked medical leave can be cashed out. Mr. Barr noted that while an employee couldn't cash it out they would have more flexibility to be able to use it as personal leave.

Ms. Triem asked about the snow machine (tool) allowance and wondered if it made more sense for CBJ to just buy one and add it to the CBJ fleet. Mr. Barr said staff has not yet done a cost analysis of purchasing a snow machine however it was a possible path to go down in the future. The current Emergency Program Manager has used their personal snow machine for avalanche forecasting duties over the last 8+ years so CBJ purchasing one hasn't been a topic of discussion. Chair Hughes-Skandijs stated that the language, as it's written, is unclear as to whether this is a requirement, to own a snow machine, for the Emergency Program's position and would prefer that CBJ purchase one.

MOTION: by Ms. Hale to move Resolution 3000 forward to the full Assembly from the Human Resources Committee for action. *Hearing no objections, motion passed.*

E. ADJOURNMENT

There being no further business to come before the committee, meeting adjourned at 5:45 p.m.



SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE MINUTES

August 25, 2022 at 5:45 PM

Zoom Webinar

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

A. CALL TO ORDER

The Full Assembly met as the Human Resources Committee via Zoom Webinar in Juneau, Alaska; HRC Chair Hughes-Skandijs called the meeting to order at 5:48 p.m.

B. ROLL CALL

Assemblymembers Present: Chair Hughes-Skandijs, Mayor Beth Weldon, Deputy Mayor Maria Gladziszewski, Michelle Hale, Carole Triem and Christine Woll

Assemblymembers Absent: Greg Smith, Wade Bryson and 'Wáahlaal Gíidaak

Staff Present: Deputy Municipal Clerk, Diane Cathcart

C. APPROVAL OF AGENDA

Agenda approved as presented.

D. AGENDA TOPICS

1. Systemic Racism Review Committee Applicant Interviews

Per Ordinance 2020-32(c)(am), the Systemic Racism Review Committee is a seven (7) member committee appointed by the Assembly to staggered 3-year terms. There are three vacant seats on the committee. One seat is for a term beginning immediately and ending June 30, 2023; the other two seats are for terms beginning immediately and ending June 30, 2025.

INTERVIEW TIME/APPLICANT

5:45pm: Ephraim Froehlich

Mr. Froehlich was considered for one of the three vacant SRRC seats with various terms. After interviewing the applicant, the HRC recessed into executive session per a motion by Ms. Triem at 6:03 p.m. and reconvened into open meeting session at 6:08 p.m.

MOTION: by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly to appoint Ephraim Froehlich to a full term beginning immediately and ending June 30, 2025. **Hearing no objection, motion passed.**

E. Executive Session

Suggested Motion: *"I move we recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and ask for unanimous consent"*

HRC recessed into executive session per a motion by Ms. Triem at 6:03 p.m. and reconvened into open meeting session at 6:08 p.m.

F. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:09 p.m.



To: Alicia Hughes-Skandijs, Chair
Human Resources Committee
From: Tom Rutecki, Chair
Youth Activity Board
Subject: Fiscal Year 2022 (July '21-June'22) Youth Activity Board Annual Report
Date: August 22, 2022

The Youth Activity Board (YAB) had a busy year reviewing and distributing grant money through the Youth Activity Grant and Contingency Grant programs. As budgets get tighter for the non-profit youth programs, these pools of money are becoming more strained.

The YAB is required by ordinance to place a sum equal to five percent of the amount allocated by the City Assembly into a contingency account to fund unanticipated events. \$332,500 minus the five-percent contingency (\$16,625) leaves the general youth activities fund with **\$315,875 to distribute for overall grant funding.**

CBJ share of Youth Activity funding	\$332,500
Contingency Fund Reduction (5%)	<u>(\$ 16,625)</u>
Total grant funding	\$315,875

Grant proposals are divided into three categories: Sports, Arts, and Academic/other for evaluation and ranking. The nine Youth Activity Board members* are each assigned to one of those categories so that three members review all grants in each category. In addition to the many hours spent individually evaluating and scoring each proposal, Board members spend two evenings publicly reviewing the proposals. The second and final meeting consists of the Board reaching an agreement on the groups to be funded and their recommended funding level. Attached are the Fiscal Year 2022 and Fiscal Year 2023 spreadsheets showing the organizations, amounts requested and recommended funding.

Fiscal Year 2022 had 26 proposals totaling \$493,623.45; 25 out of 26 of the programs were partially funded. In Fiscal Year 2023 there were 27 proposals totaling \$513,272.50 (up 4% from Fiscal Year 2022) in requests; the board recommended partial funding for all 27 of the proposals.

The board was active during Fiscal Year 2022 in which a total of five meetings were conducted to review contingency grant applications and grant documents. In Fiscal Year 2021, the board reviewed 2 contingency grant applications, representing wrestling and basketball, totaling \$4,829.20 (down 49% from Fiscal Year 2020) submitted by one youth individual and one program.



During Fiscal Year 2022, the board reviewed 3 contingency grant applications, representing baseball, robotics and bowling, totaling \$11,434.27 (up 57% from Fiscal Year 2021) submitted by three different programs.

*** Youth Activity Board Members (attendance record for the year attached)**

Chair: Tom Rutecki

General Public representatives: Tom Rutecki, Bonita Nelson, Samantha Schwarting, Elizabeth Balstad, Summer Christiansen, Kristina Moore-jager

Parks and Recreation Advisory Committee representative: Josh Anderson

Juneau Arts and Humanities representative: Della Cheney

Youth representative: Jack Lovejoy

**Fiscal Year 2022 Youth Activity Annual Report
Appendices**

FY22 Youth Activity Grant Totals	Appendix A
FY23 Youth Activity Grant Totals	Appendix B
FY21 Youth Contingency Grant Totals	Appendix C
FY22 Youth Contingency Grant Totals	Appendix D
FY22 Youth Activity Board Annual Attendance Report	Appendix E

APPENDIX A
FY22 YOUTH ACTIVITY GRANT TOTALS

Section F, Item 7.

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$9,710.00	\$9,710.00
SAIL	ORCA Youth Program	\$8,240.00	\$8,240.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,175.00	\$8,175.00
AEYC-SEA	Dimond Park Preschool Health Club	\$12,700.00	\$12,700.00
Girl Scouts of Alaska	G.I.R.L. Power in Juneau	\$13,450.00	\$5,059.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$9,815.00	\$9,815.00
Resurrection Lutheran Church	Juneau Live! Youth Access Pilot Program	\$20,000.00	\$0.00
	Total Program Amount Requested	\$82,090.00	\$53,699.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$22,000.00	\$22,000.00
Juneau String Ensembles	New York Music Festival at Carnegie Hall	\$47,560.00	\$22,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$13,000.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$13,200.00	\$12,000.00
Friends of Alaska State Museum	Alaska Art at the APK	\$21,831.99	\$13,000.00
Perseverance Theatre	Summer Theatre Art Rendezvous-(STAR)	\$24,350.00	\$12,762.00
	Total Program Amount Requested	\$148,941.99	\$94,762.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$34,800.00	\$27,144.00
Juneau Douglas Ice Association	Youth Hockey Program	\$30,000.00	\$12,000.00
Glacier Swim Club	Youth Competitive Swimming	\$20,600.00	\$12,294.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$30,000.00	\$22,500.00
Hooptime Basketball	Hooptime Basketball	\$14,164.00	\$9,348.00
Juneau Skating Club	Youth Ice Skating	\$33,175.00	\$22,227.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$15,000.00	\$6,035.00
Juneau Youth Wrestling Club	Juneau Youth Wrestling	\$13,167.55	\$7,900.00
Juneau Ski Club	JSC Safety & Training Equipment	\$10,000.00	\$9,000.00
Juneau Trap Team	Juneau Trap Team Program	\$10,000.00	\$5,654.00
Midnight Suns Baseball Club	Youth Baseball	\$24,000.00	\$16,800.00
Juneau Nordic Ski Club	Youth Nordic Ski Program	\$22,900.00	\$16,030.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$4,785.00	\$482.00
	Total Program Amount Requested	\$262,591.55	\$167,414.00
	Total FY22 Amount Requested	\$493,623.54	\$315,875.00

APPENDIX B
FY23 YOUTH ACTIVITY GRANT TOTALS

Section F, Item 7.

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	Final Award
ACADEMIC			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$10,200.00	\$9,200.00
SAIL	ORCA Youth Program	\$11,000.00	\$11,000.00
AWARE, Inc	Girls on the Run/Boys Run	\$7,940.00	\$4,610.00
AEYC-SEA	Preschool Health & Fitness	\$14,000.00	\$6,000.00
Girl Scouts of Alaska	G.I.R.L. Power in Juneau	\$19,300.00	\$13,310.00
Eagle River United Methodist Camp	Alaska Summer CDF Freedom School	\$6,667.50	\$4,660.00
Resurrection Lutheran Church	Juneau Live! Youth Internship & Production	\$20,000.00	\$3,500.00
	Total Program Amount Requested	\$89,107.50	\$52,280.00
ARTS			
Juneau Dance Theatre	Juneau Fine Arts Camp	\$26,000.00	\$14,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$25,000.00	\$15,016.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$19,450.00	\$12,000.00
Friends of Alaska State Museum	Alaska Art at the APK	\$12,155.00	\$9,000.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR	\$15,262.00	\$10,000.00
	Total Program Amount Requested	\$97,867.00	\$60,016.00
SPORTS			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$39,500.00	\$30,000.00
Juneau Douglas Ice Association	Youth Hockey Program	\$18,000.00	\$10,000.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$35,000.00	\$22,750.00
Glacier Swim Club	Youth Competitive Swimming	\$20,500.00	\$18,500.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$32,000.00	\$24,500.00
Juneau Youth Sailing	Youth on the Water	\$23,106.00	\$7,000.00
Hooptime Basketball	Hooptime Basketball	\$5,412.00	\$3,000.00
Juneau Skating Club	Youth Ice Skating	\$33,670.00	\$18,000.00
Midnight Suns Fastpitch Softball	Girls Fast Pitch Softball	\$15,000.00	\$8,910.00
Juneau Ski Club	Compliance Equip. & Warming Hut Upgrade	\$10,000.00	\$9,500.00
Juneau Trap Team	Juneau Trap Team Season	\$13,500.00	\$5,419.00
Midnight Suns Baseball Club	Youth Baseball	\$36,250.00	\$22,000.00
Hoop Rats Basketball Club	Hoop Rats Basketball	\$19,500.00	\$10,000.00
Juneau Nordic Ski Club	Youth Nordic Ski Program	\$20,860.00	\$12,000.00
Special Olympics Alaska	Juneau Community Youth Development	\$4,000.00	\$2,000.00
	Total Program Amount Requested	\$326,298.00	\$203,579.00
	Total FY23 Amount Requested	\$513,272.50	\$315,875.00

Section F, Item 7.

		Amount Requested	(+)	Amount Awarded(-)	Total Available Funding
	Beginning Balance (5% of \$332,500)		\$ 16,625.00		\$ 16,625.00
August	Thomas Baxter - Midwest Ironman Duals (wrestling) (1 Youth)	\$535.20		\$535.20	
April	Summer Baxter - Twin City Showdown Basketball Tournament (7 Youth)	\$4,294.00		\$4,294.00	
	Totals	\$4,829.20		\$4,829.20	\$ 11,795.80

Youth Activities Contingency Fund Balance FY22
July 1, 2021 to June 30, 2022

[illegible]

APPENDIX E
FY22 Youth Activities Board Attendance

Section F, Item 7.

Member	8/10/2021	11/9/2021	12/14/2021	2/8/2022	4/27/2022							
Tom Rutecki	P	P	P	P	P							
Bonita Nelson	P	P	P	P	P							
Elizabeth Balstad	P	A	A	P	A							
Della Cheney	A	P	P	A	A							
Kristina Moore-Jager	A	A	P	P	A							
Summer Christiansen	P	P	A	A	P							
Josh Anderson	P	P	P	P	P							
Jack Lovejoy	na	P	P	P	P							
Samanatha Schwarting	na	P	P	P	P							
Elizabeth Balstad reappointed by HRC September 21, 2020, public seat.												
Tom Rutecki appointed by HRC September 21, 2020, public seat.												
Kristina Moore-Jager appointed by HRC September 21, 2020, public seat.												
Summer Christiansen appointed by HRC September 21, 2020, public seat.												
Della Cheney appointed by HRC August 19, 2019; JAHC representative.												
Josh Anderson appointed by HRC November 23, 2020, PRAC representative.												
Jack lovejoy appointed by HRC August 23, 2021; youth representative board seat.												
Samantha Schwarting appointed by HRC August 23, 2021; public seat.												

Presented by: The Manager
Introduced: 03/05/2018
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2820

A Resolution Reestablishing the Youth Activities Board, and Repealing Resolution 2761.

WHEREAS, the Assembly wishes to acknowledge the continuing support of CBJ voters for youth programs through voter approval of sales tax levies; and

WHEREAS, it is the Assembly's policy to expend a portion of sales tax funds each year to provide supplementary funding for youth activities in the community, including artistic, cultural, athletic, and other extra-curricular academic pursuits; and

WHEREAS, the Assembly intends that these funds be distributed among various community organizations which sponsor youth activities in a manner that best serves our youth; and

WHEREAS, the Assembly believes the most appropriate way to allocate these funds among various community groups is to maintain a citizen board to accept and evaluate proposals; and

WHEREAS, the Assembly first implemented these policies by adopting Resolution No. 1804 establishing the Youth Activities Board, Resolution No. 2033 amending its membership, Resolution No. 2071 extending the Board sunset date, Resolution 2410 repealing the sunset date entirely and providing for the indefinite continuation of the Board, and Resolution 2761 setting criteria for allocation of funds for youth activity programs.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Youth Activities Board Reestablished. There is hereby reestablished the Youth Activities Board.

Section 2. Youth Activities Board Membership.

(a) The Board shall consist of nine members who shall serve without compensation. The Board membership shall consist of:

- (1) One member from the Parks and Recreation Advisory Committee, nominated by the Committee;
- (2) One member 18 years old or younger;
- (3) One member from the Juneau Arts and Humanities Council, nominated by the Council; and
- (4) Six members of the general public.

(b) Board members serving at the time of the adoption of this resolution shall serve out their terms. Nominations for appointment shall be made by the Assembly Human Resources Committee. To the extent practicable, general public nominees should not be employees or board members of organizations which exist for the purpose of providing athletic, artistic, cultural, or extra-curricular academic pursuits intended primarily for youths.

(c) Nominations pursuant to (a)(1)-(4) shall be submitted to the Assembly Human Resources Committee and forwarded to the Assembly for approval.

(d) The Board shall be organized as follows:

- (1) The Board shall elect annually from its members a chair and vice-chair and such other officers as it deems necessary. The Board may establish such committees as it deems necessary.
- (2) A vacancy on the Board shall exist:
 - (A) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
 - (B) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;
 - (C) If a member submits his or her resignation to the Assembly;
 - (D) If a member is physically unable to attend Board and standing committee meetings for a period of more than 90 days; or
 - (E) If a member misses more than 40 percent of the Board and standing committee meetings in a 12-month period.
- (3) The chair of the Board shall notify the Assembly of any vacancy on the Board. Upon notification, the Assembly shall appoint a new member for the unexpired term.

- (4) The Board shall meet as necessary to carry out the business of the Board but no fewer than four times per year.
- (5) Any member of the Board who participates in or volunteers for, or who has an immediate family member who participates in or volunteers for a program applying for funds shall declare a conflict of interest. A Board member who has declared a conflict may not evaluate or participate in any discussion regarding that program. Immediate family includes the person's spouse, minor child, dependent, or regular member of the person's household.

Section 3. Youth Activities Board Purposes. The purposes of the Board are as follows:

- (a) To prepare a Request for Proposals annually for the purpose of soliciting proposals for providing youth activities of an athletic, cultural, artistic, or academic nature. The amount of funding available will be determined by the Assembly annually as part of the adoption of the City and Borough budget.
- (b) To adopt procedures for evaluating proposals received for providing youth activities.
- (c) Subject to the limitations established in Section 4, to make recommendations to the Assembly in April of each year for allocating funds among proposals selected by the Board. Recommendations should reflect the intrinsically equal value to youth of athletic, cultural, artistic and academic types of activities, and reflect the range of needs identified by the qualified proposals submitted.
- (d) With the assistance of staff as assigned by the Manager, to evaluate the use of the funds by each organization and to report annually to the Assembly on the expenditure of those funds.

Section 4. Criteria for Decisions. The Board shall use the following criteria when considering the allocation of funds among youth activity programs:

- (a) Programs shall serve the needs of minors no older than 19 years of age, provided that programs intended for disabled youth may serve minors no older than 20 years of age.
- (b) The Board shall annually place in a contingency account a sum equal to five percent of the total youth activity grant funding allocated by the Assembly. The purpose of the contingency account shall be to fund unanticipated events, purchases, or travel for youth who qualify by competition to attend advanced level competition before the end of the fiscal year. In the last six months of the fiscal year, the Board may allocate unexpended contingency funds to a qualifying community organization

in accordance with this section. At the end of each fiscal year any funds remaining in the contingency fund shall revert to the general fund.

(c) All proposals considered by the Board under this program shall include a proposed method for evaluating the effectiveness of the activity. The Board, in evaluating effectiveness, may apply additional methods related to these criteria.

(d) All proposals must meet the following requirements:

- (1) The program starting date must occur prior to June 30 of the fiscal year for which funding is provided.
- (2) Programs may not be funded retroactively.
- (3) Funding will not be awarded for administrative costs, operational costs of facilities, capital costs for facilities, or salaries and benefits for coaches or instructors, except for a guest artist, educator, or coach offering a special program in Juneau. Facility rental for a special program is allowed.
- (4) All promotional or printed material must include the following statement: "This program is partially funded by the Citizens of the City and Borough of Juneau through sales tax revenues."
- (5) All programs are subject to City and Borough financial audits.

(e) The Board shall evaluate proposals through a scoring method applying the following factors in order of importance:

- (1) Number of hours of participation per youth.
- (2) Low program cost per participant hour.
- (3) Number of youth actively participating in the program.
- (4) Instructor or coach's relevant experience in providing the youth program.
- (5) High adult per youth ratio to support the program.
- (6) Organization's past history of providing successful youth programs.
- (7) Financial management of organization as indicated by overall budget.
- (8) Amount of the direct and indirect support provided to the organization from other CBJ funding sources.

- (9) Amount of volunteer support for the program.
- (10) Existence of scholarship fund for qualified youth within the program.
- (11) Provision of transportation, equipment, and other practical assistance to youth in need.
- (12) Cooperative efforts with other local youth organizations.
- (13) Proposals for or evidence of or acknowledgment of the CBJ grant funded from CBJ voter-approved sales tax.

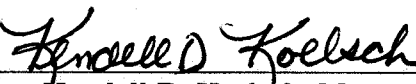
Section 5. Rules for Procedure. The Rules of Procedure for Assembly Advisory Boards reestablished by Resolution No. 2686, as amended from time to time, shall govern the conduct of business by the Board.

Section 6. Administrative Support. Staff support shall be provided by the recreation superintendent or alternate designee of the Manager.

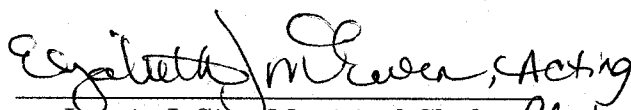
Section 7. Repeal of Resolution. Resolution 2761 is repealed.

Section 8. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 5th day of March, 2018.


Kendell D. Koelsch, Mayor

Attest:


Laurie J. Sica, Municipal Clerk *Clerk*



Board Roster



Josh Anderson

1st Term Nov 23, 2020 - Feb 28, 2022

No Recruitment

Appointing Authority PRAC

Position Voting Member

Category PRAC Representative

Dais Seat 9



Summer A Christiansen

1st Term Sep 21, 2020 - Aug 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



Bonita Nelson

2nd Term Sep 01, 2019 - Aug 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Elizabeth Balstad

2nd Term Sep 01, 2020 - Aug 31, 2023

Position Voting Member

Category Public



Kristina M Moore-jager

1st Term Sep 21, 2020 - Aug 31, 2023

Position Voting Member

Office/Role Member

Category Public



Tom L Rutecki

1st Term Sep 21, 2020 - Aug 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 8



Jack F Lovejoy

1st Term Aug 23, 2021 - Aug 31, 2024

Appointing Authority Assembly

Position Voting Member

Category Youth 18 yrs or younger when appointed

Dais Seat 7



Samantha D Schwarting

1st Term Aug 23, 2021 - Aug 31, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Vacancy

Appointing Authority Assembly

Position Voting Member

Category JAHC Representative

Dais Seat 4

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Summer

A

Christiansen

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Juneau School District

Teacher

Employer

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. *[Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV]*

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am reapplying for the YAB because I have enjoyed being a part of it.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

Youth Activity Board (YAB)

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

I was a teacher for the past seven years. I have worked abroad in South Korea and have taught kindergarten up to college aged students. I have worked with a diverse group of teachers, staff, and students and have volunteered my free time working on Sunshine Committees and as student advisors. Please see the attached resume for more information on my employment history and education.

Education/Training: Please list both formal and informal education & training experiences:

I have a Master's of Arts in Teaching: Secondary Education from the University of Alaska Southeast, a Bachelor's of Arts in English: Creative Writing from University of Idaho, and an Associate's of Arts from the University of Alaska Southeast. I am currently attending Pacific Lutheran University (PLU) for their Master's of Fine Arts in Creative Writing program. I did one year at UAA for the same program before it was cut.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Alaska Teacher Certificate

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Bonita

Nelson

First NameMiddle InitialLast Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Retired

Employer

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Youth Activities Board: Submitted

Are you applying for reappointment to this board?

☒ Yes ☐ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. *[Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV]*

Please explain, with specificity, your reasons for applying to serve on this particular board.

I have enjoyed serving on the Youth Activities Board and would like to continue my service. It is very rewarding to learn about and understand the youth groups in Juneau and assist with their success by serving on the YAB. I feel that after one term I am better equipped to serve the board because of my three years experience with the YAG and serving on the committee that revised the score sheet. have been involved the following youth activities as a leader, board member or organizer for over 25 years: girl scouts, discovery southeast, science fair and seaweek. As a new retiree, I have the energy and time to devote to the duties of this board

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

I am a board member of the Juneau Stem Coalition. I am a board member of the Friends of the Juneau Douglas Museum

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

NOAA Fisheries Research Biologist 1985-2019, and Outreach Coordination 1995-2019. Girl Scout Troop 170 Leader: 1993-2003. PTA president DZMS 1999-2001. Site Council 1998 at DZMS. Judging Director SE AK Regional Science Fair 2002-2015. Director of the Science Fair, 2015- 2017. Board of Directors member for Discovery Southeast: 2005-2012 (President 2 years, treasurer 1 year) Big Brothers Big Sisters School Mentor 2006-2009, I have been involved with numerous science camp organization and management including calibrations with Juneau Economic Develop Council. Volunteer at the Juneau Douglas City Museum 2019 - present Youth Activity Board Vice President current (2021-2022)

Education/Training: Please list both formal and informal education & training experiences:

BS University of Illinois - Ecology, Ethology and Evolution 1979 MS Fisheries Biology 1985 University of Alaska Juneau (now University of Alaska- Fairbanks)

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree

Presented by: The Manager
Introduced: 01/07/2019
Drafted by: R. Palmer III

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-04(b)

An Ordinance Repealing Ordinance 2015-18(am) and Re-establishing the Treadwell Arena Advisory Board.

WHEREAS, on July 21, 2014, the Assembly created the Treadwell Arena Task Force (“Task Force”) to study the feasibility of an empowered board for management of the Treadwell Ice Arena; and

WHEREAS, in its report to the Assembly dated December 12, 2014, the Task Force recommended that the Treadwell Arena Advisory Board be formed; and

WHEREAS, the Assembly created the Treadwell Arena Advisory Board with Ordinance 2015-18(am); and

WHEREAS, the Treadwell Arena Advisory Board proposed these changes to keep its enabling ordinance consistent with its vision and mission.

THEREFORE BE IT ENACTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Repeal of Ordinance 2015-18(am). Ordinance 2015-18(am), An Ordinance Establishing the Treadwell Arena Advisory Board, is repealed.

Section 3. Treadwell Arena Advisory Board Established. There is established the Treadwell Arena Advisory Board.

Section 4. Membership Qualifications. The Board shall be comprised of seven voting members appointed from the general public, and one liaison from the Parks and Recreation Advisory Committee. The liaison shall not have the power to vote and shall not be counted in determining whether a quorum of the Board is present. Members shall be appointed to staggered three-year terms. To the extent practicable, each organization that provides activities at Treadwell Ice Arena should have at least one representative on the Board. No more than five members shall be employees or board members of an organization, or the immediate family member of any employee or board member of an organization, that provides activities at the Treadwell Ice Arena.

Section 5. Treadwell Arena Advisory Board Purpose. The Treadwell Advisory Board shall work with the Treadwell Arena Manager to ensure operations are consistent with cost recovery goals, identify opportunities to generate net revenue, and identify ways to improve the experience of rink users. The Board shall report to the Assembly Human Resources Committee on an annual basis on issues relating to the Treadwell Ice Arena. The Board's report shall address, at a minimum, the following:

1. The number and types of annual users as compared to preceding years;
2. Annual cost recovery data;
3. A review of ice scheduling and allocation of rink resources to assess whether the rink provides equity of opportunity for a diversity of community rink users;
4. Any identified opportunities to generate net revenue or increase operational efficiencies; and
5. Any identified opportunities to improve the experience of risk users.

Section 6. Procedure. The Treadwell Arena Advisory Board's procedure shall be governed by Robert's Rules of Order, except where superseded by the Advisory Board Rules of Procedure and the Assembly's Rules of Procedure, as such may be amended from time to time.

Section 7. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Board shall select its own officers, and shall hold regular meetings on a schedule established by the Board, as well as such special meetings as required to conduct business.

Section 8. Liaison. The City Manager shall designate a staff liaison to the Board as available and appropriate.

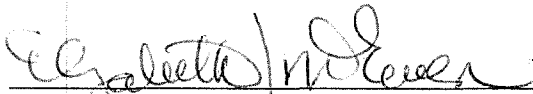
Section 9. Effective Date. This ordinance shall be effective 30 days after its adoption.

Adopted this 28th day of January, 2019.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk



Board Roster



Jason Soza

3rd Term Jun 01, 2020 - May 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Adult Hockey Board Member

Dais Seat 7



Leah Farzin

2nd Term Jun 01, 2020 - May 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Juneau Skating Club; PT Coach @
Treadwell

Dais Seat 4



Nicchia Leamer

1st Term Jun 01, 2021 - May 31, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Sigrid K Dahlberg

1st Term Jun 01, 2021 - May 31, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 6



Paulette Schirmer

1st Term Jun 01, 2021 - May 31, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



Vacancy Immediately - May 31, 2023

Appointing Authority Assembly **Position**

Voting Member **Office/Role**

Category Public

Dais Seat 3



Vacancy

Appointing Authority PRAC

Position Ex-Officio

Office/Role PRAC Liaison to TAAB

Category PRAC Liaison

Dais Seat 8



Vacancy Immediately - May 31, 2025

Appointing Authority Assembly **Position**

Voting Member **Category** Public/JDIA

Dais Seat 2

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "MAILING" address in the first address block labeled "HOME." The optional secondary address field is for your "RESIDENCE" address.]

Jamie

A

Troxel

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Self Employed/The Alaska Club

Employer

Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Treadwell Arena Advisory Board: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Interests & Experiences

Please tell us about yourself and why you want to serve. *[Contact the Clerk's Office at 586-5278 or city.clerk@juneau.org if you wish to submit a resume or CV]*

Please explain, with specificity, your reasons for applying to serve on this particular board.

I am currently on the JDIA Board and I am primarily seeking to join the TAAB to be the current liaison between JDIA and TAAB.

Please select the type of board seat for which you are applying *

☒ General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

JDIA

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

I volunteered to be the manager of 10U Hockey last season and I am the current 12U Manager for this season 2022/23. I am a first year member of the JDIA Board.

Education/Training: Please list both formal and informal education & training experiences:

BA of Elementary Ed, ACE Certified Personal trainer/fitness instructor. Safe Sport Certified. Past coach of JDHS swim/Dive Team. I started and coached the Floyd Dryden Dance Team the first 3 years. Currently a business owner of Grump's Deli.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Safe Sport Certified/Background check complete.

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female

Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

☒ I Agree