



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.