

**ASSEMBLY HUMAN RESOURCES COMMITTEE
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

August 1, 2022 5:30 PM

Assembly Chambers/Zoom Webinar

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

PLEASE NOTE THE EARLIER START TIME FOR THIS MEETING!

AGENDA

I. CALL TO ORDER

II. LAND ACKNOWLEDGEMENT

III. ROLL CALL

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

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.

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.

C. Ordinance 2022-22 An Ordinance Amending the City and Borough of Juneau

Code Related to the Aquatic Board of Directors.

D. Aquatics Board - Appointments

VII. STAFF REPORTS

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

The full Assembly sitting as the Human Resources Committee has two unexpired empowered board seats (Planning Commission & Eaglecrest Board) as well as three Systemic Racism Review Committee seats to set and hold interviews for.

Potential Dates are:

Tuesday, August 16

Wednesday, August 17

Thursday, August 18

Wednesday, August 24

Thursday, August 25

The application period runs through Sunday, July 31, 2022. Staff won't know final number of applicants until those interested applicants return the advanced interview questions and get scheduled for an interview.

Depending on the final number of applicants, staff recommends picking two days to hold the interviews and as in previous interview processes, hold interviews for two boards on one evening and interviews for the third board on the second evening.

VIII. NEXT MEETING DATE

A. August 22, 2022 at 6:00pm

IX. 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



JUNEAU COMMISSION ON AGING
C/O Office of the Municipal Clerk
155 S. Seward St., Room 202
Phone: (907)586-5278
City.Clerk@juneau.org

DATE: June 30, 2022

TO: CBJ Assembly and City Manager Watt

FROM: Juneau Commission on Aging

RE: Annual report

Dear members of CBJ Assembly,

Thank you very much for your work and interest in making Juneau a vibrant, safe community for all.

Last year the JCOA commissioners identified via public survey two top impediments for local seniors in committing to stay in Juneau for their “golden years.”

- 1) insufficient direct service providers trained to work with elders and
- 2) insufficient affordable, senior friendly, non-institutional housing

We acknowledge that these issues are not unique to Juneau.

To begin to address the first we partnered with the main state AHEC office in Anchorage to apply for current federal Good Jobs Challenge grant funding representing South East Alaska for this state-wide grant. We recently received word that the feds are requesting a bit more information which we take as a good sign. If funds are awarded to our region, they would specifically fund a PATH training program at SERRC as well as help bolster a nascent coalition to develop the eldercare workforce in South East Alaska which emerged out of our host JEDC's preference to keep their GJC applications local. Please see the exciting work done by the commission, Deb Craig, Brenda Taylor and Brian Holst plus JEDC team members here:

<https://www.jedc.org/southeast-regional-eldercare-coalition>

Substantially more information is available on the Southeast Regional Eldercare Coalition and if Assembly members would like to dig in further please ask us or the principals listed above.

The second challenging opportunity involves looking broadly at CBJ policies which will lend themselves to increasing appropriate housing for our seniors, or not. The JCOA desires to “bake in” senior needs awareness to all CBJ policies, permitting, procedures, codes and regulations going forward. Kind of like having a 1% for the arts with all public money, we would like this consciousness for our senior population.



JUNEAU COMMISSION ON AGING
C/O Office of the Municipal Clerk
155 S. Seward St., Room 202
Phone: (907)586-5278
City.Clerk@juneau.org

Rental housing is very tight in Juneau as you know. The situation has not improved with a recent large uptick in Air B&B type rentals. When Bartlett or Catholic Community Services brings up travelers, at great expense, they have a tough time housing them. Professionals looking to relocate to Juneau can't find anywhere to live. Seniors needing to leave their homes because the home is not easily retro-fitted for senior safety, cannot find anything affordable.

We were pleased and impressed with Scott Ciambor's presentation on this subject to COW on June 6, 2022. Understandably, Air B&Bs have mushroomed in advance of being able to lay down ground rules. JCOA commends CBJ for hiring an outside firm to evaluate the situation and make recommendations. We sincerely hope that this firm will be given the directive to specifically consider the need for more senior-friendly, non-institutional housing options in Juneau. For examples:

- 1) Implement a tax break for owners providing long-term rentals to seniors.
- 2) Consider having all property owners in CBJ attest with their property tax payment that they are not providing short term rentals unless they have license to do so, or unless they live on the property. Lack of accurate disclosure would incur a fine.
- 3) Allow for Tiny Homes to hook up to the utilities of the main structure and remain on wheels. Consider creating a list of Alaska-weather-friendly pre-fab Tiny Home kits to help minimize code glitches for property owners considering this rental option. If the Tiny Home will house a senior, allow for some property tax reduction. Tiny Homes for Seniors is huge "down south." Incentivizing Tiny Homes, like a "mother-in-law" addition, could allow our seniors to age in place, or be more easily cared for by family members.
- 4) More long term, CBJ could provide incentives for developers who build class B senior friendly housing, at the very least on the ground floors of their multi-dwelling projects, if not to create small senior-friendly villages. Our preferred locations for such projects are in the Vintage Park area (walking distance to basic amenities) and the Coast Guard parking lot downtown across from Centennial Hall.

Keeping elder needs in the forefront, let's look at how to incentivize accessible, senior appropriate buildings with all new development. We envision the possibility of some of the virtually abandoned downtown buildings being converted into multi-use facilities: for example, seniors could have first dibs on renting in 50% of the available units with the other 50% being for legislative staffing in the winter and for tourism workers in the summer. This would keep things lively for our seniors as well as ease some of the seasonal housing crunch.

Thank you for your attention. Please call on us if you would like to brainstorm further on these, or related, ideas. We would like to help you with research on discrete projects of mutual interest.

Respectfully,
Emily Kane
Chair, JCOA

And commissioners:

Jan Beauchamp, Jennifer Carson, Carol Ende, Bobbi Epperly, Linda Kruger,
Kathleen Salamon, Ann Stepetin

With enormous and consistent report from JEDC, specific Robyn Mesdag



JUNEAU COMMISSION ON AGING
C/O Office of the Municipal Clerk
155 S. Seward St., Room 202
Phone: (907)586-5278
City.Clerk@juneau.org



City and Borough of Juneau, AK

Juneau Commission on Aging

Board Roster



Bobbi Epperly

1st Term Jan 01, 2021 - Dec 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 9



Carol Ende

2nd Term Jan 01, 2021 - Dec 31, 2022

Appointing Authority Assembly

Position Voting Member

Office/Role Public

Category Public Member over 65

Dais Seat 2



Janet M Beauchamp

2nd Term Jan 01, 2021 - Dec 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Public Member over 65

Dais Seat 4



Jennifer Carson

2nd Term Jan 01, 2021 - Dec 31, 2022

Appointing Authority Assembly

Position Voting Member

Office/Role Public

Category Public

Dais Seat 6



Emily A Kane

3rd Term Jan 01, 2022 - Dec 31, 2023

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public

Dais Seat 5



Ann M Stepetin

2nd Term Jan 01, 2022 - Dec 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 7



Linda E Kruger

2nd Term Jan 01, 2022 - Dec 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Public Member over 65

Dais Seat 8



Kathleen Samalon

2nd Term Jan 01, 2022 - Dec 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Public Member over 65

Dais Seat 3



Alicia Hughes-skandijs

1st Term N/A - N/A

No Recruitment

Position Assembly Liaison

Office/Role Assemblymember

Category Assembly Liaison



Vacancy Immediately - December 31, 2023

Appointing Authority Assembly **Position** Voting
Member **Category** Public Member over 65 **Dais Seat** 1

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.]

Susan H Warner
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Retired
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Alaska Legislator Enroller; Small wilderness adventure business owner/operator.

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Aging: Appointed

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.

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

None Selected

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

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

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

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

None Selected

Gender

None Selected



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



City and Borough of Juneau, AK

Juneau Commission on Sustainability

Board Roster



Paul Voelckers

1st Term Jan 01, 2022 - Dec 31, 2022

No Recruitment

Appointing Authority Assembly

Position Ex-Officio

Office/Role Planning Commissioner

Category Planning Commissioner

Dais Seat 10



James Powell

2nd Term Jul 01, 2020 - Jun 30, 2023

Position Voting Member

Category Public



Danielle Meeker

1st Term Feb 08, 2021 - Jun 30, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 9



David E Teal

1st Term Sep 21, 2020 - Jun 30, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



Gretchen Keiser

2nd Term Jul 01, 2021 - Jun 30, 2024

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public

Dais Seat 3



Steve Behnke

4th Term Jul 01, 2021 - Jun 30, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Marian Call

1st Term Jul 11, 2022 - Jun 30, 2025

Position Voting Member

Category Public



Duff Mitchell

4th Term Jul 01, 2022 - Jun 30, 2025

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Carole Triem

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly

Position Assembly Liaison

Office/Role Assemblymember

Category Assembly Liaison

Dais Seat 11



Vacancy Immediately - June 30, 2025

Appointing Authority Assembly **Position** Voting
Member **Category** Public
Dais Seat 7



Vacancy Immediately - June 30, 2024

Position Voting Member **Category** Public

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.]

Jessica L Barker
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Surgo Ventures Senior Behavioral Scientist
Employer Job Title

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

[Redacted]

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?

Juneau Commission on Sustainability: 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.

There are three main reasons why I would love to serve on the Juneau Commission for Sustainability. 1. Professionally, I have experience working with different levels of government, as well as NGOs, to implement more sustainable practices. Prior to moving to Juneau, I worked as a consultant in London with partners including the UK's Department for Environment, Food and Rural Affairs (providing advice on the National Food Strategy), Natural England (providing recommendations for wildlife reserves to reduce the impact of visitors), and the United Nations Environment Programme (writing "The Little Book of Green Nudges" to provide suggestions for university campuses to become more sustainable: <https://www.unep.org/explore-topics/education-environment/what-we-do/little-book-green-nudges>). 2. Personally, I am passionate about sustainability. While I aim to minimize environmental impact in my own individual decisions (e.g. related to food and travel), the most effective way to help people live more sustainably is to ensure that our city-wide infrastructure facilitates sustainable lifestyles. I would be honored to help CBJ enact initiatives, programs and policies that make it a leader in sustainability. 3. Also on a personal note, I want to use my skills and interests to contribute to our community. I am a relative newcomer to Juneau, having moved at the height of the pandemic in March 2020 with my wife and our young twins. I worked in the Department of Health and Social Services until December 2021, including serving as data lead for the Alaska COVID-19 Vaccine Task Force. However, as I now work for an organization based in Washington DC, I am no longer making a difference in my work to the wellbeing of Alaskans, so I am seeking ways to do this outside my day job.

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 an employee at Surgo Ventures, a public health non-profit based in Washington, DC.

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

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

BA (natural sciences with a concentration in zoology), University of Cambridge, UK PhD (behavioral ecology), Cornell University

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

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.]

Nick Waldo

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Alaska Department of
Environmental Conservation

Employer

Environmental Program
Manager 1

Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Juneau Commission on Sustainability: 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.

Supporting environmental sustainability through sound public policy is my primary career goal. As a manager in the state Department of Environmental Conservation, I am able to professionally work on contaminated sites. This is an important issue, but not the only issue. Service on this board would be an opportunity for me to re-engage with other aspects of sustainability policy which I have studied or worked on in the past, but which are not a current part of my job. As a scientist and an engineer, I believe I would bring a unique perspective to understanding issues and solving problems.

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.

Employee of the State of Alaska.

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

I have not previously been on a board.

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

Harvard University, Bachelor's in Environmental Science and Engineering, minor in Earth and Planetary Sciences. University of Washington, Master's and Ph.D. in Civil and Environmental Engineering, Graduate Certificate in Environmental Management.

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.

Professional Engineer license in the environmental discipline. Fully licensed in Washington state, Alaska license application pending.

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

☒ Male



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



City and Borough of Juneau
City & Borough Manager's Office
155 South Seward Street
Juneau, Alaska 99801
Telephone: 586-5240 | Facsimile: 586-5385

DATE: August 1, 2022

TO: Alicia Hughes-Skjandij, Chair, Assembly Human Resources Committee

FROM: Robert Barr, Deputy City Manager

RE: Proposed Aquatics Board Changes

Due to challenges with quorums, the Aquatics Board has proposed two changes to its structure:

- 1) Removing two seats, making it a seven member instead of a nine member board, and
- 2) Removing the requirements that the board be comprised of individuals that represent different interests

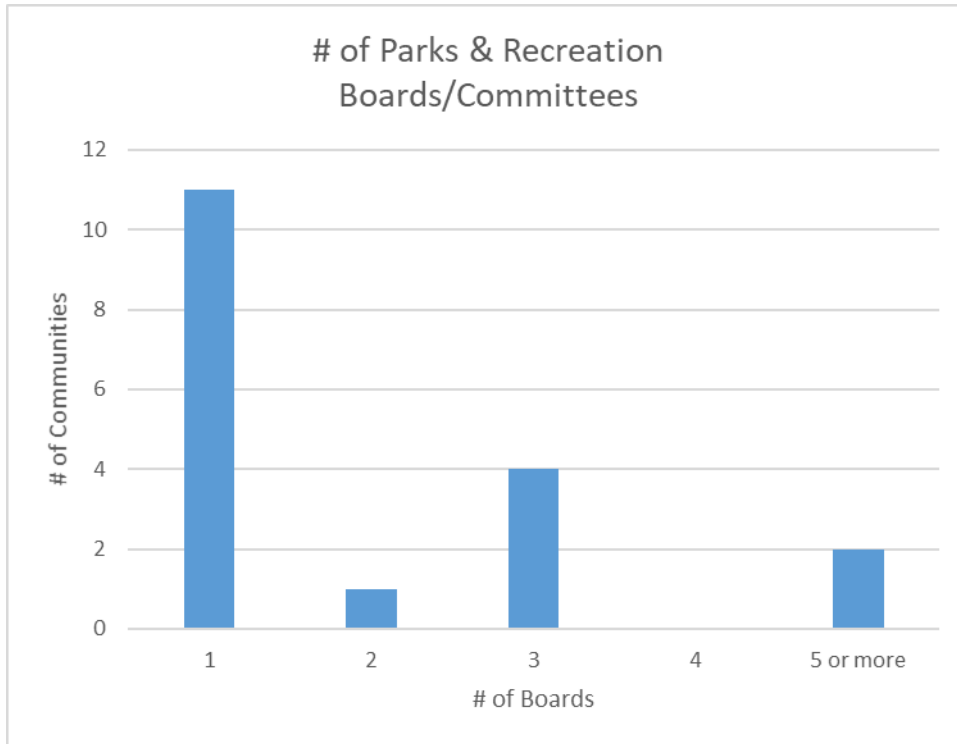
The current authorizing ordinance requires representation as follows:

- One representative from JSD
- One representative from a local aquatics organization that rents pool facility time
- Seven representatives including persons having skills relevant to matters concerning the aquatics facilities, broadly speaking
- A restriction that no more than two representatives shall be a member or employee of any local aquatics organization or an immediate family member of such

User group representation – Glacier Swim Club, in this case – is important; however, our pools have many interest groups that are not as easily represented including youth, seniors, and low-income and underserved populations. It is natural for high utilizers (like GSC at the pools, a hockey club at Treadwell, or a tenant at the Airport) to be an easy fit for board seats, especially when it is a consistent challenge to find willing board volunteers. However, for both Treadwell and the Airport, we similarly limit representation such that user group interests cannot account for a majority of either body.

The Parks & Recreation Department has five advisory boards and committees, requiring 43 volunteers. In a community the size of Juneau, it is challenging to recruit and retain so this many individuals and provide adequate staff support. 35% of these committee seats are currently vacant or expiring soon without any new applicants. P&R staff conducted an informal survey of other National Recreation and Parks Association members – the question was, “How many boards do you have?”

August 1, 2022
 Assembly Human Resources Committee
 Proposed Aquatics Board Changes



The two municipalities that reported 5 or more boards were Ventura, CA, and Miami Lakes, FL.¹

Requested Action:

Accept the first, but not the second, Aquatics board recommendation.

Staff are planning to explore a new structure for the P&R boards with the goals of 1) preserving public input, 2) reducing the vacancy rate, and 3) reducing staff burden. Any HRC discussion, questions, or direction would be valuable.

¹ Complete list of responding communities: Ventura, CA; City of Miami Lakes, FL; Southborough, MA; Loudon, TN; Erie, CO; Burlington, NC; Calvert County, MD; St. Charles County, MO; Shawnee, KS; Wichita, KS; Maryland Heights, MO; South Jordan, UT; Henderson, KY; Katy, TX; Brookings, SD. Two communities responded without indicating location.

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

ORDINANCE OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2019-03(b)

An Ordinance Amending the City and Borough of Juneau Code Related to Aquatics Facilities and Repealing the Associated Sunset Date.

WHEREAS, the Juneau voters approved a proposition in October 2014 amending the Charter to give the Assembly discretion to establish a board to oversee the City and Borough's aquatics facilities; and

WHEREAS, Ordinance 2015-23(b) amended the City and Borough code to create a new chapter, Chapter 67.10 Aquatics Facilities, with an automatic sunset date of May 28, 2018; and

WHEREAS, Ordinance 2018-19 extended the sunset date to June 30, 2019.

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

Section 1. Classification. Except for Section 2, which is a non-code ordinance, this ordinance is of a general and permanent nature and shall become a part of the City and Borough of Juneau Municipal Code.

Section 2. Repeal of Sunset Date. The sunset date created by Ordinance 2015-23(b) and extended by Ordinance 2018-19 is repealed. Chapter 67.10 no longer has a sunset date.

Section 3. Amendment of Section. CBJ 67.10.010 Board of directors, is amended to read:

67.10.010 Board of directors.

(a) The aquatics board shall consist of nine voting members appointed by the assembly to serve without compensation for staggered three-year terms. Members of the board shall serve at the pleasure of the assembly. Terms shall commence on July 1. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No board member who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the assembly.

(b) 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.

(c) The parks and recreation department director may participate in any board proceedings like a member but shall not have the power to vote and shall not be counted in determining whether a quorum of the board is present.

Section 4. Amendment of Section. CBJ 67.10.020 General powers, is amended to read:

67.10.020 General powers.

(a) Subject to state laws and City and Borough ordinances, the aquatics board shall make policy decisions and generally direct the operation and maintenance of the municipally-owned aquatics facilities according to the best interests of the public and in a sound business manner. The aquatics board:

(1) Shall be responsible for generally directing the operation, maintenance, development and marketing of the municipally owned and operated aquatics facilities, except as otherwise provided by the assembly by resolution.

(2) Shall prescribe the terms under which persons and groups may use the aquatics facilities under the board's management and establish and enforce standards of operation.

(3) May adopt regulations pursuant to CBJ 01.60 necessary for the administration of the aquatics facilities under the board's management.

(4) Shall facilitate and receive citizen input on the management and operations of the aquatics program.

(b) Shall ensure all legal services for the aquatics board and aquatics facilities are provided by or under the supervision of the municipal attorney.

(c) Shall annually provide to the assembly a written review of the aquatics program. The review shall include public usage, financial trends, facility maintenance needs, capital needs, and the efficiency of the program operation.

(d) Shall annually provide a personnel evaluation to the parks and recreation department director of the aquatics manager's performance in supporting the board and implementing board direction. The aquatics manager personnel evaluation and the board's deliberation of it shall be confidential unless the aquatics manager requests a public discussion.

(e) Shall participate in the selection process for the hiring of the aquatics manager. In the event the board does not support the hiring recommendation of the parks and recreation department director, the board chair shall timely notify the city manager. The city manager shall then make the hiring decision.

Section 5. Amendment of Section. CBJ 67.10.050 Meetings, is amended to read:

67.10.050 Meetings.

(a) The aquatics board shall meet at least once each month at an accessible location and time to be designated by the board. The board chair may cancel a monthly meeting when a quorum will not be present. Subject to public notice requirements, any three board members may call for a special meeting.

(b) Every meeting of the board, including its committees, shall have an agenda. The agenda shall be prepared by the board or committee chair in consultation with the aquatics manager.

Section 6. Amendment of Section. CBJ 67.10.070 Manager designated, is amended to read:

67.10.070 Aquatics manager designated.

The aquatics manager shall provide staff support to the board but is supervised by the parks and recreation department director.

Section 7. Amendment of Section. CBJ 67.10.080 Director; duties and responsibilities, is amended to read:

67.10.080 Aquatics manager; duties and responsibilities.

The aquatics manager is responsible for the overall supervision of the municipally-owned aquatics facilities under the aquatics board's policy direction. The aquatics manager's authority and duties shall include, but are not limited by, the following:

- (1) To be responsible for carrying out all applicable laws, ordinances and regulations.
- (2) To be responsible for carrying out policies established by the aquatics board not in conflict with policies established or adopted by the assembly or manager.
- (3) To prepare an annual budget as required by City and Borough ordinance.
- (4) To attend all meetings of the aquatics board and its standing committees except as otherwise directed by the board and not otherwise conflicting with other duties of the position of aquatics manager.

- (5) Direct and supervise the maintenance and operation of the municipal pools.
- (6) Keep the aquatics board fully advised on the financial circumstances of the program budget, the physical condition, and the maintenance needs of the aquatics facilities.
- (7) At the direction of the aquatics board, prepare draft regulations and draft fee changes for consideration.
- (8) Assist the aquatics board in all matters, including the preparation of the annual report to the assembly.

Section 8. Amendment of Section. CBJ 67.10.100 Preparation and submission of budget, is amended to read:

67.10.100 Preparation and submission of budget.

The aquatics manager shall prepare the budget in accordance with approved City and Borough procedure and shall submit it to the aquatics board for approval. The aquatics manager shall submit to the board the draft Capital Improvement Plan no later than December 1 and the draft operating budget no later than February 1.

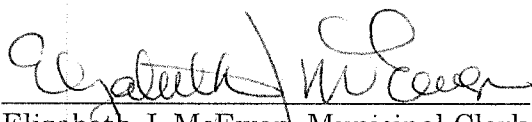
The operating portion of the budget submitted by the aquatics board shall, to the extent practical given safety concerns and maximizing operating hours of the pools, minimize its general fund subsidy. The aquatics board shall make its recommendations and submit the budget to the city manager for transmittal to the assembly in the same manner as general government departments.

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



TO: Human Resources Cmte, CBJ Assembly
FROM: Will Muldoon, Aquatics Board Chair
DATE: February 28, 2022
RE: Petition to remove 67.10.010(b)

Honorable Chair Hughes-Skandijs, and members of the HRC,

67.10.010 is the code which governs the CBJ Aquatics Board of Governors. Section .010, Subsection (b) reads as follows:

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.

When drafted, this subsection was to assuage concerns of any single user-group monopolizing limited pool times for scheduling. The Aquatics Board and Manager have navigated scheduling successfully without issue since its inception in 2015. No other board has this level of burden for membership.

Over time, it has given rise to unintended side effects. Primarily because of its broad application to family members and parents, it greatly restricts the pool of interested community members from which we can have serve on our board.

The Aquatics Board has had two unfilled vacancies for seven consecutive months. This has caused the board to fail to meet quorum during that timeframe. We are formally petitioning the Human Resources Committee to revisit this code subsection and ask for its removal.



City and Borough of Juneau,
AK

Aquatics Board

Board Roster



Tracy L Morrison

1st Term Jul 17, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



Scott Griffith

1st Term Jan 25, 2021 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Aquatics Organization Representative



Molly K McCormick

1st Term Jul 17, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 7



Will Muldoon

2nd Term Jul 01, 2020 - Jun 30, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Tom L Rutecki

3rd Term Jul 01, 2020 - Jun 30, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Lena Merrell

2nd Term Jul 01, 2021 - Jun 30, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 1



Carole Triem

No Term

No Recruitment

Appointing Authority Assembly

Position Assembly Liaison

Office/Role Assemblymember

Category Assembly Liaison

Dais Seat 9



Kristin Bartlett

1st Term Jul 01, 2019 - N/A

Appointing Authority Assembly

Position Voting Member

Category School District Representative



Vacancy immediately-June 30, 2024

Appointing Authority Assembly **Position** Voting Member

Category Public

Dais Seat 3



Vacancy immediately-June 30, 2024

Appointing Authority Assembly **Position** Voting Member

Category Public

Dais Seat 6

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.]

ScottGriffith

First NameMiddle InitialLast Name

Email Address

Home AddressSuite or Apt

CityStatePostal Code

Primary PhoneAlternate Phone

EmployerJob Title

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

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Swim Organization seat on Aquatics Board

Secondary Email Address (if any)

Which Boards would you like to apply for?

Aquatics 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.

lifelong pool user, GSC Coach, youth recreation interest, sustainability of pools

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

☒ Criteria specific seat as listed in the board's governing legislation

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

Glacier Swim Club, Alaska Swimming

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

Served on Alaska Swimming Board for 10+ years in various positions (Age Group Chair, Legislative Chair, Coach Rep, Technical Planning Chair).

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

College graduate, BA in Environmental Sciences.

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.

USA Swimming coach, athlete protection training, CPR, first aid, Lifeguarding, lifeguard instructor, CPR instructor, first aid instructor, concussion training.

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

☒ Male



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.]

Molly

First Name

K

Middle Initial

Mccormick

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

[REDACTED]

Suite or Apt

[REDACTED]

City

[REDACTED]

State

[REDACTED]

Postal Code

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

City and Borough of Juneau

Employer

JSD HomeBridge Advisory
Teacher, and also Certified
Nurses Aide(CNA) at hospital

Job Title

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

Residence Address Line 2

Residence City

Douglas

Residence State

Alaska

Residence Postal Code

99824

Comments

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Aquatics 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...

[REDACTED]

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 work with people with all abilities, and I would like to keep the swimming pools accessible for all populations. I would like to have the best possible facilities for our community which includes maintenance inside and outside, organization, fees, budget, ideas to add or make improvements to the facilities, programs etc, listen to and consider public comments... Keeping Augustus Brown Swimming Pool operating and open. Working on improving quality WSI and increased swimming lessons available to all community members

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.

Present Douglas 4th of July President Past Treadwell Arena Board Member Cancer Connection Board Member CBJ employee as Teacher and Certified Nurses Aide(CNA)

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

CBJ pool swim instructor, lifeguard and head lifeguard Campfire, leading groups of kids on hikes, campouts, crafts and activities Camp Caribou, a camp for kids who experience a disability Supervised Hamme Swimming Pool in Fairbanks, AK Employed with Juneau School District for last 25 years Employed by Bartlett Regional Hospital for the last 2 years Volunteer: Special Olympics Activities and camps for Special Needs population JDHS Site Council Douglas 4th of July Committee Treadwell Arena Board Cancer Connection Board

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

B.S. Degree plus 40 continuing education credits Teaching certificate, K-age 22 State CNA license MANDT, how to manage yourself and others Bloodborn Pathogens Basic Life Support CPR First-Aid Teacher continuing Education Nursing continuing Education ALICE Training Computer safety Scuba Diver and certificate Youth Mental Health certification

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.

Past volunteer activities B.S. Degree plus 40 continuing education credits Teaching certificate, K-age 22 State CNA license MANDT, how to manage yourself and others Bloodborn Pathogens Basic Life Support CPR First-Aid Teacher continuing Education Nursing continuing Education ALICE Training Computer safety Scuba Diver and certificate Youth Mental Health certification Current Water Safety Instructor Supervisor class Life guard training CPR First Aid Expired OSHA Pool Chemistry Instructor to teacher WSI, LGT, CPR, First-Aide

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.]

Tracy L Morrison
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted] [Redacted]
Home Address Suite or Apt
[Redacted] [Redacted]
City State Postal Code

[Redacted] [Redacted]
Primary Phone Alternate Phone

Elgee Rehfeld Staff Accountant
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Aquatics 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.

My family of five is heavily involved in aquatic activities. We are each at the pool 3-5 times a week. My husband and I both hold annual member passes and are part of the GSC (Glacier Swim Club) masters program. My children are all GSC swimmers. I am also on GSC's board. With this level of involvement I feel I have a vested interest in the future of Juneau's aquatics programs and good insight into the current state of these programs.

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.

GSC Board Member Elgee Rehfeld Employee

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

Aukeman triathlon Board Member

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

Undergraduate Biology Degree from the University of California, Santa Cruz

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