

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

February 28, 2022 5:30 PM

Assembly Chambers/Zoom Webinar

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

AGENDA

I. CALL TO ORDER

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

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

A. 2022-02-17 Special Assembly Human Resources Committee Meeting Minutes-draft

VI. PUBLIC PARTICIPATION

VII. AGENDA TOPICS

A. Meeting with Juneau Human Rights Commission

At its November 22, 2021 Assembly Human Resources Committee (HRC) meeting committee members reviewed the letters submitted to the HRC from the Juneau Human Rights Commission (JHRC). The committee invited the JHRC to attend a future HRC meeting to discuss these topics further.

During its January 18, 2022 Juneau Human Rights Commission meeting the committee discussed the topic of a proposed Rosalee Walker resolution brought before the HRC at its April 22, 2019 meeting which didn't move past the motion by Ms. Hughes-Skandijs, {the original request letter from JHRC and the April 22, 2019 HRC minutes are included in this packet as reference}. The JHRC discussed bringing this topic back before the HRC for further discussion and/or action.

B. Jensen Olson Arboretum Advisory Board (JOAAB): Annual Report & Appointments

Resolution 2377 established the Jensen Olson Arboretum Advisory Board. It is a nine member board and to the extent practicable, one shall be representative of the horticulture or botanical community, two shall be representatives of the financial community, one shall be a representative from Discovery Southeast, one shall be a working artist, one shall be a representative of the Southeast Alaska Land Trust, one shall be the Superintendent of the Juneau School District or designee, and two shall be representatives of the public.

There are currently four open seats with terms beginning immediately (February 1, 2022) and ending January 31, 2025.

C. Parks & Recreation Advisory Committee (PRAC): Annual Report & 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 **three seats for full terms beginning March 1, 2022 and ending February 28, 2025 and one seat for an unexpired term beginning immediately and ending February 28, 2023.** One member has applied for reappointment.

D. Personnel Board: Appointments

Per 44.05.060; the Personnel Board is composed of five members appointed by the Assembly. All appointments shall be for staggered three-year terms. Two seats shall be designated for members with a background in labor, two designated for members with a background in management, and one for a member of the general public. No member of the Personnel Board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, this restriction shall not apply if there are no other qualified applicants at the time reappointment is considered by the Assembly Human Resources Committee.

The two Management Representative Seats are for terms beginning immediately (February 1, 2022) and ending January 31, 2025. The General Public Seat is for an unexpired term beginning immediately and ending January 31, 2024.

E. Resolution 2974 Re-establishing the LEPC

This resolution would amend the Juneau LEPC to add and clarify membership roles. The changes are located on pages 2 and 3 of the resolution.

On February 9, 2022, the LEPC recommended the Assembly adopt this resolution.

This resolution is also in the consent agenda for the regular Assembly later on February 28, 2022.

The Manager recommends the Human Resources Committee forward this to the Assembly for adoption.

VIIICOMMITTEE MEMBER / LIAISON COMMENTS AND QUESTIONS

IX. NEXT MEETING DATE

X. 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

SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE

February 17, 2022 5:30 PM

MINUTES - DRAFT

I. 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 5:44 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

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

Assemblymembers Absent: Greg Smith

Staff Present: Deputy Municipal Clerk, Diane Cathcart

Others in Attendee Mode: SRRC Chair Lisa Worl

IV. APPROVAL OF AGENDA

Agenda approved as presented.

V. PUBLIC PARTICIPATION

None

VI. AGENDA TOPICS

A. 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. Two members have resigned from the committee which has left two vacancies.

One seat is for a term beginning immediately and ending June 30, 2023; the other seat is for a term beginning immediately and ending June 30, 2024.

INTERVIEW TIME/APPLICANT

5:35pm: David Song - Withdrew Application

5:45pm: Gail Cheney

5:55pm: Ivan Nance

6:05pm: Lance Mitchell

6:15pm: Paul Kelly

6:25pm: Renda Heimbigner

Four applicants were considered for the two vacant seats on the SRRC. After interviewing the four applicants the HRC recessed into executive session per a motion by Ms. Triem at 6:38 p.m. and reconvened into open meeting session at 7:05 p.m.

- **MOTION:** by Ms. Gladziszewski for the Assembly Human Resources Committee to recommend to the Assembly to appoint to the Systemic Racism Review Committee, Ivan Nance to a term beginning immediately and ending June 30, 2023 and to appoint Gail Cheney to a term beginning immediately and ending June 30, 2024. *Hearing no objection, motion passed.*

VII. EXECUTIVE SESSION

A. Executive Session - Committee Deliberation

The HRC recessed into executive session at 6:38 p.m. per a motion by Ms. Triem and reconvened into open meeting session at 7:05 p.m. in order to make a recommendation for appointments to the Systemic Racism Review Committee.

MOTION: by Ms. Triem, 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. *Hearing no objection, motion passed.*

VIIIADJOURNMENT

There being no further business before the committee, meeting adjourned at 7:08 p.m.



October 19, 2021

Mayor Beth Weldon
City and Borough of Juneau
BoroughAssembly@juneau.org

Dear Mayor Weldon and Members of the City and Borough of Juneau Assembly,

The Juneau Human Rights Commission strives to find ways for the City and Borough of Juneau to address issues of discrimination or harassment. As such, we are concerned about the plight of recent Afghan refugees who are in need of a welcoming community and new home after being displaced. News reports indicate that up to 100 Afghan refugees will be resettled in Alaska, and we are writing to request that the Assembly make a proclamation of welcome to Afghan refugees in Juneau and we stand ready to assist in this process. Additionally, the Juneau Human Rights Commission encourages the Assembly to consider additional actions they can take to support this vulnerable community.

Alaska Public Media ([September 16, 2021](#)) reported that the Afghan refugees expected to resettle in Alaska will include translators, children, and the elderly, which are the most vulnerable populations, as well as those who have shown their commitment to the American cause. Welcoming individuals in need generates goodwill within those involved, which can ripple throughout the entirety of our community. Additionally, it is a tangible action that prevents issues of discrimination or harassment that can be experienced by refugees.

Juneau has learned that the more we invite marginalized voices to the table the richer our community becomes. A few recent examples include the establishment of the Systemic Racism Review Committee, the passing of Resolution 2899, the decision to make a Land Acknowledgement at every Assembly meeting, as well as the growing community interest in issues that impact people who have not always been recognized, leading to an increase in the number of members on the Juneau Human Rights Commission.

It is hard to imagine living through 20 years of perpetual war and then to have to leave your home and country due to fear for your and your family's safety, and yet this is the reality for these Afghan refugees. The Juneau Human Rights Commission feels that a proclamation by the Juneau Assembly would be a lighthouse that guides safe passage on a stormy journey.

Sincerely,

Haifa Foroughi, Chair
Juneau Human Rights Commission



November 7, 2021

Mayor Beth Weldon
City and Borough of Juneau
BoroughAssembly@juneau.org

Dear Mayor Weldon and Members of the City and Borough of Juneau Assembly,

The Juneau Human Rights Commission strives to support the City and Borough of Juneau in addressing issues of discrimination or harassment in the community. As such, we are concerned about the increase in anti-Semitism on the part of the public at City and Borough of Juneau Assembly meetings and elsewhere. Numerous anti-Semitic tropes and allusions to Nazism have recently found their way into the public discourse, most notably in Anchorage, in the form of yellow Stars of David worn by opponents of city mandates. The [October 1 article from KTOO](#) describes the scenario witnessed in Anchorage, as a "... tactic .. not unique to Anchorage. Periodically throughout the pandemic, COVID-19 skeptics and opponents of mask and vaccine mandates have sought to compare public health restrictions to Nazism."

With the endeavor to educate the public on the history of these tropes, and the goal of raising awareness and lessening their effectiveness as political tools, JHRC requests approval to jointly host with Congregation Sukkat Shalom an online townhall webinar featuring Holocaust survivor Gidon Lev and author Julie Gray live from the city of Tel Aviv, Israel on December 6. We also invite the assembly to participate.

With this event, JHRC intends not only to honor the members of the Jewish community who call Juneau their home, but also to demonstrate to the whole community that we strive to build conditions which are inviting, safe, and inclusive for all Juneau's collectives, both during flashpoint events such as what happened in Anchorage, as well as during intervening times when these sentiments are certainly present, but not always seen. Part of the JHRC mission is to develop educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination and promote harmonious inter-group relationships within the City and Borough of Juneau. Bringing in these speakers will bring us closer to these goals. This initiative is aligned with previous efforts of the Juneau Human Rights Commission. You may recall Perseverance Theater director Leslie Ishii's presentation during last year's wave of anti-Asian violence, as well as one by Paulette Moreno and Tamzyn Al-Zyout from ANS and ANB, who discussed women's roles and positions in Native organizations.

Juneau has historically distinguished itself by the high esteem demonstrated towards newcomers, minority groups, and ethnic communities. With this and future efforts, the hope is that we can elevate the spirit of inclusiveness in the community, and continue to be the safe haven, stripped of divisive rhetoric, that our community deserves. With visible support from its political institutions, and participation by Assembly members, these efforts will certainly carry more weight. To these ends, the Juneau Human Rights Commission extends an invitation to all CBJ Assembly members to attend this town hall.

Sincerely,

Haifa Foroughi, Chair
Juneau Human Rights Commission

Juneau Human Rights Commission

To: Rob Edwardson, Chair
Juneau Human Resources Committee

From: Haifa Sadighi
Juneau Human Rights Commission

Mr. Edwardson,

As a continuation of the celebration of Black History Month and Women's History Month, the Juneau Human Rights Commission would like to suggest that the Assembly pass an in-memoriam to recognize the life and achievements of Rosalee T. Walker. Ms. Walker was a longtime Juneau resident, State of Alaska employee, and past president of the Alaska Municipal League, who sat on the Juneau Assembly for nine years. She was dedicated to educating the people of Juneau. This mission included starting the Alaska Head Start program and teaching inmates at the Lemon Creek Correctional Facility. Ms. Walker was also an active volunteer and advocate for human rights whose dedication grew with time. She was a longtime volunteer at the Glory Hole and a life member of the Alaska Native Sisterhood Camp #2, as well as an activist in the Democratic Party, Blacks in Government, and the AARP.

Near the end of her time, Ms. Walker served as an advisor on the Alaska Advisory Committee for the United States Commission on Civil Rights. As an advisor to this committee, Ms. Walker participated in the drafting of Racism's Frontier: The Untold Story of Discrimination and Division in Alaska, a fact-finding report prepared for the national commission in 2002. Ms. Walker died in 2004, at the age of 79, in Baltimore, Maryland, where she relocated to be closer to family. Her life and achievements have not been recognized since she left Juneau in 2003.

Please contact us with any questions. We look forward to celebrating Ms. Walker's life with the Assembly.

Sincerely,

Haifa Sadighi

ASSEMBLY HUMAN RESOURCES COMMITTEE

April 22, 2019 6:00 PM

Assembly Chambers

MINUTES

I. ROLL CALL

Chair Rob Edwardson called the meeting of the Assembly Human Resources Committee to order at 5:58 p.m.

HRC Members Present: Rob Edwardson, Carole Triem, Alicia Hughes-Skandijs and Wade Bryson

HRC Members Absent: None

Other's Present: Diane Cathcart, Deputy Clerk, Beth McEwen, Municipal Clerk, Beth Weldon, Mayor, Loren Jones Assemblymember, Rorie Watt, City Manager, Bob Bartholomew, Finance Director, Haifa Sadighi, Chair of the Juneau Human Rights Commission (JHRC), Samantha Weinstein, JHRC member, Ibn Bailey, JHRC member and Britta Tonnessen, JHRC member.

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

Minutes of the April 1, 2019 Assembly Human Resources Committee were approved as presented.

A. Assembly Human Resources Committee Minutes April 1, 2019

IV. PUBLIC PARTICIPATION

None

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

A. Historic Resources Advisory Committee - Appointment

MOTION: by Ms. Triem to forward to the full Assembly for approval, the recommendation to appoint Dorene Lorenz to the Historic Resources Advisory Committee for a term beginning immediately and ending June 30, 2021. ***Hearing no objection, motion passed.***

B. Sister Cities Committee - Appointment

MOTION: by Mr. Bryson to forward to the full Assembly for approval, the recommendation to appoint Annie Bartholomew to the Sister Cities Committee for a term beginning immediately and ending January 1, 2021. ***Hearing no objection, motion passed.***

C. Rosalee Walker Recognition Request from Juneau Human Rights Commission

Samantha Weinstein, member of the Juneau Human Rights Commission (JHRC) spoke on behalf of the JHRC with regards to working with the Assembly to recognize posthumously, Rosalee Walker for all her work as a past Assemblymember and her work throughout the community.

Ibn Bailey, also a member of the JHRC, spoke on the long list of accomplishments of Ms. Rosalee Walker; teacher, founder of Alaska Headstart, ANS Camp #2 life member, founding member of the Black Awareness Association and a longtime volunteer at the Glory, just to name a few.

Mr. Edwardson, as Chair of the HRC will work with the Mayor and the JHRC to come up with an appropriate recognition such as a proclamation, and timing of when that recognition would happen, perhaps during Black History Month (February) or Women's History Month (March).

MOTION: by Ms. Hughes-Skandijs to forward a motion of support to the full Assembly to work with the Mayor on the best option and funding for recognizing Rosalee Walker. ***Hearing no objection, motion passed.***

D. Other Business

A. Continued HRC Discussion on Getting Citizens Interested in Serving on CBJ Boards or Committees

Mr. Edwardson would like to create a project plan using the F.A.D.E model (focus, analyse, decide, execute). He will write up a memo outlining the process he would like to see the HRC use as they move forward with review of the boards and committees and citizen involvement.

Some Boards and Committees have had public meetings but didn't submit reports or recommendations to the Assembly. Other boards and committees are event triggered such as appeal boards. The work that they all do is vital and each one of these in their own separate way is valuable to the Assembly and the community.

Mr. Bryson said he felt this was the perfect direction for us to go.

Ms. Hughes- Skandijs said we had previously discussed working on the diversity factor and as a committee how can we approach that.

Mr. Bryson stated that an informational component would be incredibly effective and helpful. He would recommend harnessing the existing members of boards and committees to get their input, especially those having a hard time filling their board or

committee. He also recommended reaching out to the Chamber, the Rotary Clubs, Tlingit & Haida, ANB groups and other civic groups. Also, Mr. Bryson felt it would be important to look at the reasons why boards might have consistent turnover.

Mr. Edwardson mentioned that the first thing that popped into his mind was that boards and committee members may not feel like their participation is meaningful, boundaries are unclear, their mission might disappear or be solved.

Ms. Triem thanked Mr Edwardson for putting in this work, She would feel good about what you come up with and will we discuss whether we have the right amount of boards/commissions.

Mr. Edwardson said that so far, he hasn't found that to be the case and that is part of what he had in mind as to whether CBJ has the right amount of boards and committees. He will be part of the panel that discusses boards and committees for the "How to Run for Local Office Workshop" on June 15.

Mr. Bryson would like the HRC to brainstorm some type of recognition for boards and committees and/or board members that go "above and beyond" within their committee.

- B. Information Item: New Local Government Protest Regulations from AMCO re: 3 AAC 306.060

Mr. Jones, at the request of the HRC and speaking as a member of the Marijuana Control Board not. as an Assemblymember, gave an overview of the current marijuana license protest process for the State and Municipal governments. He then outlined the basic changes to the "abeyance period" or removal thereof; the Marijuana Control Board will require compliance with the local government requirements as part of their approval.

Regulation 3 AAC306.060 has also been updated to reflect the local government role in the license, transfer and renewal processes which also applies to endorsements, including for onsite consumption.

- C. Liquor Licenses

- A. Liquor License Protest Recommendation - Sandbar Inc., d/b/a The Sandbar

This being the first time a liquor license protest came before the current members of the HRC, discussion on process was had with the HRC members, Deputy Clerk and Finance Director; along with discussion on possible options available for the HRC to recommend to the full Assembly regarding protests.

MOTION: by Mr. Bryson that the Human Resources Committee forward to the full Assembly a contingent protest for liquor license 2844 and request they make a financial agreement within 48 hours. **Objection**

Yeas: Bryson, Hughes-Skandijis

Nays: Triem, Edwardson

Motion Fails 2:2

MOTION: by Ms. Hughes-Skandijs that the Human Resources Committee forward to the full Assembly protest liquor license 2844. ***Objection***

Yeas: Hughes-Skandij, Triem, Edwardson

Nays: Bryson

Motion Passes 3:1

VI. STAFF REPORTS

None

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None

VIII. ADJOURNMENT

There being no further business to come before the Assembly Human Resources Committee, meeting was adjourned at 7:01 p.m.

Jensen-Olson Arboretum Advisory Board
Annual Report - 2021

To: CBJ Assembly Human Resources Committee
From: Nell McConahey, Chair. Jensen-Olson Arboretum Advisory Board
Date: February 2, 2022
Subject: Jensen-Olson Arboretum (JOA) Advisory Board 2021 Annual Report

The Jensen-Olson Arboretum (JOA) property was donated to the City of Juneau by Caroline Jensen on her passing and opened to the public in 2007. The property had been in her family since the late 1800's and had extensive gardens. Mrs. Jensen provided an Endowment, now worth over \$2.5 million which helps pay expenses. The property is also part of Southeast Alaska Land Trust. Both the wishes of Mrs. Jensen and SEALT guidelines help the Advisory Board and CBJ Parks and Recreation Department decide the best ways to operate and maintain the property. Friends of the Jensen-Olson Arboretum (FJOA) is the non-profit organization that does fund raising and special projects at the property.

Ginger Hudson joined the JOA in January of 2021 as the new manager. She and her husband moved from Anchorage to live in the home at JOA as required by the job. We are very happy to have her skills and interest in gardening and to be the team leader at the Arboretum. Because of its 'out the road' location, Internet access and water quality on the premises have been a challenge. City staff have assisted in trying to solve issues, so the residents and visitors have a better experience on site. Resolutions are ongoing.

FJOA held a Grand Opening for the 'Lovely Loo', a permanent vault toilet. They coordinated fundraising and grants to build the loo that replaced a portapotty. They also created a call for art to decorate the interior of the loo. Sitka artist Larisa Manewal was granted the award and painted the interior of the space with a mural of native plants and birds.

Over 7000 visitors came in 2021. Weddings, school groups, girl scouts, Sealaska Heritage Classes and other events were held. A composting area, for education and garden use was reorganized, and new paving stones installed. The manager presented online at American Public Gardens Association and Alaska Invasive Species Conference among others. Some invasive Mountain Ash trees, a bear attractor, were removed from the property making it safer for all. Onsite seeds were saved and shared with American Primrose Society and National Rock Garden Society Seed Exchanges. While open 5 days a week in the summer, it was decided to reduce winter to 3 days a week (Friday to Sunday) to allow for the manager to access CBJ services in town.

The Board's challenge for the past few years has been creating a Commercial Use policy that works for Mrs. Jensen's wishes, SEALT, and CBJ Parks and Recreation. After an update last year to the P&R Commercial policy, JOAAB has rewritten its suggestions and those are currently with CBJ Law and SEALT for approval.

2022 is JOA's 15th Anniversary. All residents of Juneau are invited to stop in the Jensen-Olson Arboretum and enjoy the plants, the location, and if you are lucky, a docent may be available to tell you more.

JENSEN-OLSON ARBORETUM ADVISORY BOARD ATTENDANCE 2021

	2/10/21	5/12/21	8/11/21	11/10/21
Nell McConahey Chair	A	P	P	A
Ed Buyarski, Co-Chair	P	P	P	A
Kristin Bartlett	A	A	A	P
Catherine “Rose” Evans	P	P	A	P
Peter Froehlich	P	P	A	P
Patricia Harris	P	P	P	P
Deborah Rudis	A	P	P	P
Paulette Schirmer	P	P	P	P
Sarah Dolan	VACANT	P	P	P

*LEGEND: **A** – Absent / **P** – Present / **P(t)** Present telephonically*

Presented by: The Manager
Introduced: 12/11/2006
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2377

A Resolution Establishing the Jensen-Olson Arboretum Advisory Board.

WHEREAS, the City and Borough has received a generous bequest from the Estate of Caroline Jensen; and

WHEREAS, it was Ms. Jensen's intent that the bequest be used for certain enumerated arboretum purposes, as specified in the Administrative Agreement Concerning the Jensen-Olson Arboretum between Caroline Jensen and the City and Borough of Juneau, dated September 30, 1993; and

WHEREAS, it is important that the City and Borough honor Ms. Jensen's intentions in making this gift and carefully oversee the stewardship of Ms. Jensen's gift, as well as the gifts of future donors, so that all donors to the Jensen-Olson Arboretum may be assured that their gifts will be used for their intended purposes, and for the benefit of the Arboretum and the public; and

WHEREAS, the Assembly expresses its gratitude for the generosity of Ms. Jensen.

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

Section 1. Jensen-Olson Arboretum Advisory Board Established. There is established a board of nine persons, which shall be known as the Jensen-Olson Arboretum Advisory Board.

- (a) The Assembly shall appoint members of the board to three-year terms. To the extent practicable, one shall be a representative of the horticulture or botanical community, two shall be representatives of the financial community, one shall be a representative from Discovery Southeast, one shall be a working artist, one shall be a representative of the Southeast Alaska Land Trust, one shall be the Superintendent of the Juneau School District or designee, and two shall be representatives of the public.

- (b) The presence of five members of the board shall be required for a quorum.
- (c) The board shall elect a chair from its members for a three-year term.
- (d) A member chosen to fill a vacancy other than by expiration of a term shall be appointed for the unexpired term of the member whom he or she is to succeed. A member of the board shall be eligible for reappointment.

Section 2. Board Purpose. The Arboretum Advisory Board will advise on the Arboretum's guiding vision as provided by Caroline Jensen:

“The vision of the Arboretum is to provide the people of Juneau a place that both teaches and inspires learning in horticulture, natural sciences, and landscaping; to preserve the beauty of the landscape for pure aesthetic enjoyment; to maintain the historic and cultural context of the place and its people.”

The board shall advise and assist the Director of Parks and Recreation on issues including, but not limited to, capital campaigns and fundraising, and programmatic direction consistent with the guiding vision above.

Section 3. Endowment Subcommittee Established. A three member Endowment Subcommittee shall be established from the Arboretum Advisory Board consisting of one of the financial community members, the member from the horticultural/botanical community, and one of the public members. The presence of all members of the subcommittee shall be required for a quorum and any action of the subcommittee shall require at least two affirmative votes.

Section 4. Endowment Subcommittee Purpose.

- (a) The Endowment Subcommittee shall advise and make recommendations to the Director of Parks and Recreation and the board regarding the Jensen-Olson Arboretum Endowment Fund, which shall comprise all gifts and donations designated for the Endowment Fund bequeathed to the City and Borough by Caroline Jensen.
- (b) Endowment Fund monies shall be maintained in a trust account managed by the Finance Department in accordance with CBJ 57.05.040, for the purpose of augmenting the Arboretum's budget and not supplanting normal operational funds.

- (c) The Endowment Fund will be managed with the intent to preserve the principal, including the use of interest income to protect the value of the principal from devaluation due to inflation. The board shall advise the Parks and Recreation Director annually whether and how much of the income it recommends be expended each year for the benefit of the Arboretum and to accomplish the goals of the September 30, 1993, Administrative Agreement Concerning the Jensen-Olson Arboretum.

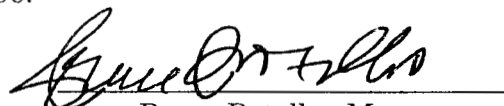
Section 5. Regular Meetings. The Arboretum Advisory Board shall meet at least quarterly. The Endowment Subcommittee shall meet at least twice per year.

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

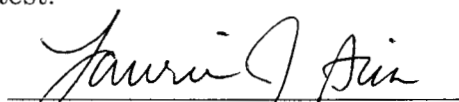
Section 7. Deposit of Bequest. The bequest from Caroline Jensen shall be deposited in the Endowment Fund for use in accordance with this resolution and subject to the restrictions of the bequest and the Administrative Agreement Concerning the Jensen-Olsen Arboretum.

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

Adopted this 11th day of December, 2006.


Bruce Botelho, Mayor

Attest:


Laurie J. Siqa, Clerk



City and Borough of Juneau, AK

Jensen-Olson Arboretum Advisory Board

Board Roster



Peter Froehlich

5th Term Feb 01, 2019 - Jan 31, 2022

Appointing Authority Assembly

Position Voting Member

Office/Role Public

Category Public

Dais Seat 4



Sarah Dolan

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

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



Deborah D Rudis

4th Term Feb 01, 2019 - Jan 31, 2022

Appointing Authority Assembly

Position Voting Member

Office/Role Public

Category General Public Seat

Dais Seat 8



Edric Carrillo

1st Term Feb 11, 2019 - Feb 11, 2022

No Recruitment

Appointing Authority PRAC

Position Ex-Officio

Category PRAC Liaison

Dais Seat 10



Nell McConahey

3rd Term Feb 01, 2020 - Jan 31, 2023

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public: Artist

Dais Seat 7



Paulette Schirmer

1st Term Feb 01, 2020 - Jan 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Public: Financial

Dais Seat 5



Ed Buyarski

6th Term Feb 01, 2021 - Jan 31, 2024

Appointing Authority Assembly

Position Voting Member

Office/Role Co-Chair

Category Public: Horticulture

Dais Seat 2



Catherine R Evans

2nd Term Feb 01, 2021 - Jan 31, 2024

Position Voting Member

Category Public: Financial

Dais Seat 9



Patricia Harris

6th Term Feb 01, 2021 - Jan 31, 2024

Appointing Authority Assembly

Position Voting Member

Category SEAL Trust Representative

Dais Seat 6



Vacancy Immediately (2/1/2022) - January 31, 2025

Appointing Authority Assembly

Position Voting Member

Category School Superintendent's Designee **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.]

Deborah

First Name

D

Middle Initial

Rudis

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Suite or Apt

State

Postal Code

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

This is a great board that I enjoy serving on.

Deborah D Rudis

Secondary Email Address (if any)

Which Boards would you like to apply for?

Jensen-Olson Arboretum 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 have enjoyed serving on this board for the past two terms and would like to continue as a board member.

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.

Juneau Symphony State Parks - Juneau Board

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

Southeast Road Runners - past president Nat'l Ski Patrol - 12 year member and served as a board member in various positions

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

B.S., M.S. - Wildlife Biology Team of scientists working on major national oil spills and part of an agency team that developed a national oil spill response course

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.

Certified Wildlife Biologist Master Gardener

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.]

Kristin Bartlett

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Juneau School District

Employer

Chief of Staff

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

Superintendent's Chief of Staff to serve in the designated Juneau School District seat on boards

Kristin Bartlett

Secondary Email Address (if any)

Which Boards would you like to apply for?

Jensen-Olson Arboretum 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.

Superintendent's Chief of Staff to serve in the designated Juneau School District seat on the JOAAB and Aquatics Board

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.

JSD Superintendent's designee to the Jensen Olson Arboretum Advisory Board and Aquatics Board.
Employee of the Juneau School District and support to the Board of Education.

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:

Bachelor of Business Administration

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

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☒ I Agree

Application Form

Profile

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Peter

First Name

Froehlich

Middle Initial

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Suite or Apt

State

Postal Code

Retired

Employer

District Judge

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

Retired District Court Judge

Peter Froehlich

Secondary Email Address (if any)

Which Boards would you like to apply for?

Jensen-Olson Arboretum 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.

Preservation & public access to this community gem, in accord w Caroline's wishes, is very important to me.

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.

Marine Exchg & condo owners Bd.

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

Various

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

See resume on file

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.

See resume

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

☒ Male



Date of Birth

Acknowledgement/Certification

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☒ I Agree

Application Form

Profile

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[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.]

Sarah Dolan
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

CBJ Community Service Officer
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?

Jensen-Olson Arboretum 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 have a huge passion for all things gardening and a particular fondness for the Jensen-Olson Arboretum. The vision that Caroline Jensen had for her space rings true every time I visit the Arboretum and I want to make sure it stays that way. My children have participated in almost every event at the Arboretum over the past several years and thoroughly enjoy it out there. The Arboretum is a special place in Juneau and I'd love to be able to help keep it that way.

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'm a parent representative on the JAMM (Juneau Alaska Music Matters) board but it is a non-voting position.

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

I have never served on a board before other than the previously mentioned parent rep to the JAMM board.

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

I went to Colorado Christian University for a BA in Elementary Education and taught school for several years at a residential treatment center for youth in Colorado prior to moving to Juneau. I've been working at the Juneau Police Department for just over 12 years, first working as a dispatcher and now a Community Service Officer. I have received lots of training in communication, as well as training in several different computer programs. I started a side business called Rising Tide Farm 2 years ago and grow cut flowers that I wholesale to different florists locally, sell dahlia tubers in the spring, and do landscaping work throughout the summer. I attended the Floret Workshop in 2020 which is an online training on how to grow cut flowers.

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.

I have a Master Gardeners Certificate that I earned in 2019.

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

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☒ I Agree



PARKS & RECREATION ADVISORY COMMITTEE

155 S. Seward Street
Juneau AK 99801
(907) 586-5226

To: Assembly Human Resources Committee

From: Christopher Mertl, Chair
Parks & Recreation Advisory Committee

Date: December 29, 2021

Subject: Parks & Recreation Advisory Committee 2021 Annual Report

The City & Borough of Juneau Parks & Recreation Advisory Committee (PRAC) meets the first Tuesday of each month at 5:30 P.M. The PRAC is comprised of nine members appointed by the Assembly for three-year terms. PRAC held eight public meetings in 2021, with all being remote virtual meetings.

Once again this year, the community's need to recreate during COVID-19 has been extremely important for our residents' mental and physical health. The need for diverse and quality recreation facilities and programs during these challenging times are in great demand at the local, statewide, and national level. Nationally, the Park Service has had to cap visitations and develop reservations to visit many of its parks due to rising demand; in Alaska, year-round trail usage is at an all-time high; and locally, Juneau is experiencing similar demands with recreation cabins being booked 365 days a year and reservations selling out immediately when released. This recreation demand is a testament to the critical role parks and recreation plays in the lives of our residents, and a growing opportunity to diversify our local and regional economy.

With COVID-19 entering its second year, the Parks and Recreation Department (Department) continued to show their passion and dedication in providing services and also dealing with the pandemic. Again, many had to perform their expected P&R roles and responsibilities, as well as their continued addition role to deal with the pandemic. The Department was able to safely provide the appropriate level of service and also find new ways to support the community and help reduce the associated stresses related to the pandemic. The Department, at all levels, deserves a huge amount of praise for their effort and willingness to go above and beyond to meet their mission.

Despite the challenges this year, the Department offered several new, low cost, and family oriented programs to safely get people to explore our parks, improve their mental and physical health, and promote economic opportunities. These included Walk Southeast, Crack the Code, Drive-In Bingo, Movies in the Park, Pumpkin Carving, Virtual Snow Sculpture Contest, and Candy Cane Hunt, to name a few.

In 2021, PRAC said farewell to Emily Palmer, Ron Crenshaw, and Tom Rutecki. We thank them for their volunteer service and valued input as they filled their term. PRAC welcomed Makayla Chappell and Emily Haynes as new members filling a three year term. We have a seat that opened in late 2021 and hope to fill it in the New Year.

While the PRAC received updates, took public comment and provided input to the Department, several major projects and accomplishments occurred in 2021. These included:

- Shéiyi Xaat Hít (Youth Shelter) has provided over 200 nights of shelter to youth experiencing homelessness since opening in July;
- Transfer of Management of the Dimond Park Field House to the Department;
- Improvements to Eagle Valley Center including trails, building enhancements and energy upgrades;
- Park improvements to Chicken Yard, Capital Park and others, including the transfer of a \$550,000 grant for Capital Park;
- Disposal of Gunakadeit Park to become a commercial development;
- Expansion of Zach Gordon Youth Center After School Programs including events for BIPOC teens;
- PRAC's Involvement in the FY 23 and 6-Year CIP Request with the Department;
- Continued ORV (Off-Road Vehicle Vehicle) Park Planning at 35-mile Site;
- Celebration of Zach Gordons Youth Center's 75th Anniversary; and,
- Opening of the New Amalga Meadows Public Use Cabin.

Additionally, the PRAC took public comment on a wide range of issues, providing support for several Parks & Recreation initiatives, and making recommendations to the Assembly. Planning and management highlights of 2021 include:

- | | |
|--|--|
| • Auke Bay Beach Access | • CBJ Trail Master Plan Update |
| • Cope Park Easement | • OHV Park Planning |
| • Juneau Capital Fund Request | • Community Recreation Programs |
| • Unmanned Aircraft Systems Policy | • Riverside Rotary Park Improvements |
| • Thunder Mountain Bike Trails Planning | • Amalga Cabin Updates |
| • Montana Creek Access and Master Plan | • Adair Kennedy Park Improvements |
| • Fish Creek Master Plan | • Development of the Winter Pass Program |
| • Transgender Anti-Discrimination Policy | • Proposition 2 General Obligation Bond Projects |
| • 2022 Legislative Capital Priority List | • Brigadoon Estates Land Disposal |
| • Capital School Park Renaming | • Memorial Bench Policy |

- Mendenhall Glacier Master Plan Update
- FY2022-27 Capital Improvement Program
- Commercial Use Permit Applications
- Parks and Recreation Operations Update
- 2021 Trail Mix Projects
- Downtown Summer Shelter (Mill Campground)
- Augustus Brown Pool Renovations
- Juneau Park Foundation Partnerships
- Operations and Management of Facilities during COVID-19.

An issue we would like to bring to the attention of the Assembly is the number of requests for the disposal of parkland to be transferred to private ownership. Also of concern for PRAC, is when parkland is sold that these funds go into the General Fund rather than being dedicated to future park improvements or park acquisition. PRAC feels strongly that the proceeds from the sale of parkland should be held for the benefit of the community in the improvement of our parks and recreation. We would be pleased to work with the Assembly in the development of this new policy.

I wanted to take a minute to recognize our past Assembly liaison Wade Bryson who served as an outstanding liaison and we look forward to working with Alicia Hughes-Skandijs.

Although I stated this last year, it bears repeating again this year. I want to acknowledge and bring to light the exceptional service at all levels within the P&R Department; from the Director, his staff, the many volunteers, and all who have contributed to continuing the mission of the Department. This dedication once again proves why Juneau is the amazing community that it is. It shows our perseverance and caring for our neighbors in a time of crisis; with us all coming together. During the pandemic, the value of our recreation facilities and programs, parks, trails, and open space was front and center a critical component in the physical and mental health well-being of our citizens. I hope you continue to support these programs and facilities with the adequate funding.

Thank you for this opportunity to serve our community. If you would like more information please call me at 907-988-9000.



Christopher Mertl
PRAC, Chair

Attachment: 2021 Attendance Record

PARKS AND RECREATION ADVISORY COMMITTEE (PRAC) ATTENDANCE 2021 – ZOOM WEBINAR

Tuesdays @ 5:30pm unless specified	1/5	2/2	3/2	4/6	5/4	6/1	7/6	8/3	9/7	10/5	11/2	12/7
Josh Anderson	P	A	P	C	P	A	P	C	P	C	C	A
Alex Beebe- Giudice	P	P	P	A	P	P	P	A	P	A	A	P
Edric Carrillo	P	P	P	N	P	P	P	N	A	N	N	P
Ron Crenshaw	P	P	P	C	P	P	P	C	P	C	C	Stepped Down
Kirk Duncan	P	P	P	E	P	P	P	E	P	E	E	P
Christopher Mertl Chair 2/5/19	P	P	P	L	P	P	A	L	P	L	L	P
Will Muldoon	P	P	P	L	P	P	P	L	P	L	L	P
Emily Palmer/ Makayla Chappell	P	P	E. Palmer Term Done	E	P	A	P	E	P	E	E	P
Tom Rutecki/ Emily Haynes	P	P	T. Rutecki Term Done	D	P	P	P	D	P	D	D	P

LEGEND: A – Absent / P – Present / **P(t)** – Present Telephonically

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Resolution 2646

A Resolution Reestablishing the Parks and Recreation Advisory Committee and Repealing Resolutions 711 and 1082.

WHEREAS, the Assembly, by Resolution 711, as amended by Resolution 1082, established a Parks and Recreation Advisory Committee (PRAC) of nine members in order to advise the City and Borough on matters affecting parks and recreation issues in the City and Borough; and

WHEREAS, the Parks and Recreation Advisory Committee adopted its own bylaws on May 12, 1999, in order to achieve its objectives and goals; and

WHEREAS, the CBJ Parks and Recreation Department and the PRAC wish to repeal the Parks and Recreation Advisory Committee bylaws, as well as Resolutions 711 and 1082, in order to simplify them and incorporate them into a single resolution;

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

Section 1. Parks and Recreation Advisory Committee Reestablished. There is established the Parks and Recreation Advisory Committee, which shall consist of nine members appointed by the Assembly.

Section 2. Membership Qualifications. The Assembly shall appoint members to the Committee to staggered three-year terms. A new member shall be seated upon appointment by the Assembly and serve until their term ends or until their successor is appointed.

Section 3. Parks and Recreation Advisory Committee's Purpose. The purpose of the PRAC is to act in an advisory capacity for planning and development of all aspects of juvenile and adult recreation in the City and Borough. This direction includes authority to advise the Assembly and the Parks and Recreation Department Director on issues affecting parks and recreation in the community.

A secondary purpose of the Committee is to act as a citizens' proponent for parks and recreation facilities, recreation activities, and trails within the City and Borough.

Packet Page 40 of 73
The Committee shall gather relevant information from all sources available, hold public meetings as necessary on issues under review, and report to the Assembly concerning the status of the above-named issues.

Section 4. Procedure. The Committee's procedure shall be governed by Roberts 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 5. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Committee shall select its own officers, and shall hold regular meetings on a schedule established by the Committee as well as such special meetings as required to conduct business.

Section 6. Special Committees. Special committees to facilitate any PRAC business may be created either at the sole discretion of the PRAC chairperson or by a majority vote of the members. The PRAC chairperson shall appoint one member to serve as chairperson of each special committee.

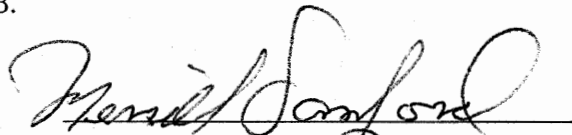
Section 7. Staff Assistance. Staff support and assistance to the PRAC may be provided by the City Manager as available and appropriate.

Section 8. Repeal of Resolutions. Resolution 711, adopted November 6, 1980, and Resolution 1082, adopted January 7, 1985, are hereby repealed.

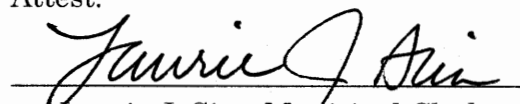
Section 9. Repeal of Bylaws. The Bylaws of the Parks and Recreation Advisory Committee, adopted May 12, 1999, are hereby repealed.

Section 10. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 3rd day of June, 2013.


Merrill Sanford, Mayor

Attest:


Laurie J. Sica, Municipal Clerk



City and Borough of Juneau, AK

Parks & Recreation Advisory Committee

Board Roster



Will Muldoon

2nd Term Mar 01, 2019 - Feb 28, 2022

Appointing Authority Assembly

Position Voting Member

Office/Role Co-Chair

Category Public

Dais Seat 7



Edric Carrillo

2nd Term Mar 01, 2019 - Feb 28, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Kirk Duncan

1st Term Nov 05, 2018 - Feb 28, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



Christopher Merti

4th Term Feb 29, 2020 - Feb 28, 2023

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public

Dais Seat 5



Alexander Beebe-giudice

1st Term May 18, 2020 - Feb 28, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 6



Emily Haynes

1st Term Mar 22, 2021 - Feb 29, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 8



Josh Anderson

3rd Term Mar 01, 2021 - Feb 29, 2024

Appointing Authority Assembly

Position Voting Member

Office/Role 2nd Vice-Chair

Category Public

Dais Seat 1



Makayla M Chappell

1st Term Mar 22, 2021 - Feb 29, 2024

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



Mike Eberhardt

5th Term Jan 01, 2004 - Dec 31, 2028

Appointing Authority Assembly

Position Ex-Officio

Office/Role State Parks Liaison

Category State Parks Liaison

Dais Seat 11



Alicia Hughes-skandijs

1st Term N/A - N/A

No Recruitment

Appointing Authority Assembly

Position Assembly Liaison

Office/Role Assemblymember

Category Assembly Liaison

Dais Seat 10



Vacancy Immediately - February 28, 2023

Appointing Authority Assembly **Position** Voting

Member **Category** Public

Dais Seat 9

Application Form

Profile

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[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.]

Danika

First Name

Swanson

Last Name

Middle Initial
Email Address
Home Address
City
Primary Phone
Alternate Phone
Suite or Apt
State
Postal CodeState of Alaska

Employer

Administrative Law Judge

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?

Parks & Recreation Advisory Committee: 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?

☒ 1

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

None

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.

Since relocating to Juneau from Anchorage about two years ago, I have been thoroughly enjoying this area's beautiful hikes, parks, geocaches, cabins and beaches. I'd really like to be more involved in helping make decisions that impact these wonderful resources and facilities in our communities.

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 do not - as an Administrative Law Judge for the State of Alaska I limit my affiliation with specific groups. However, I regularly volunteer with local projects, like joining beach clean up groups, weeding the local community gardens, and helping with the restoration of Eldred Rock lighthouse.

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

Alaska Youth Court - after being a volunteer course instructor/mentor for several years, I then served on the Board until I relocated to Juneau in late 2019.

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

I am an attorney and have a J.D., and also hold a certification in mediation. However, my ability to be a sensitive and empathetic listener, perhaps the most important skill to bring to any group, was honed years ago when I first started my career as a public defender, meeting with clients down at the jails.

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.

Well, although we didn't win any prizes, my niece and I did exceptionally well in both the 2021 Clue Game AND the Candy Cane hunt!

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

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[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.]

Lance M Mitchell
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

Tides Direct care provider
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

Alaska

Residence Postal Code

99801

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Parks & Recreation Advisory Committee: 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?

☒ 1

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

no

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 would like to serve on this board to help others. I seen so many and justices and the world Siri and I figured there has to be some type of Watchdog is looking out for the people racism isn't just black and white it's a life thing the weather is due to ignorance just people looking out for their friends or whatever I would like to help to make a difference.. was No Malice with no hate just with love

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.

Call my direct care provider look out for the needs of the handicapped and disabled I work for tides as well as one shot stores was supposed to say to people with disadvantages just trying to live a normal and happy life.

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

Adults with the suicide prevention program here in Juneau Alaska as well as help raise money for helping hands as well being a volunteer when I was able. I have also volunteer for the glory Hall better volunteer for K2 for five or 6 years

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

I have had basic training High School. As well as a little bit of college

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.

I have a a certificate from the New York University Clive Davis School of Music add a lot of food experience cooking food

Demographics

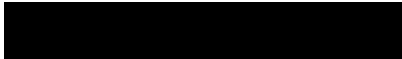
The following ***optional*** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B.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

Ethnicity

☒ African American

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

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[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.]

Taylor A Murph
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

City and Borough of Juneau Maintenance Mechanic 1
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?

Parks & Recreation Advisory Committee: 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 find that one of the best resources that Juneau has to offer is its recreation opportunities for every user group. When I first came to Juneau in 2008, I became involved with the Forest Service maintaining the cabins, trails, and facilities on the Juneau Ranger District. Presently, I work for CBJ Building Maintenance Department which helps maintain the facilities for the city, including many of the Parks and Recreation facilities. With both the City and the Forest Service I came to really appreciate the recreation opportunities that Juneau has and what I feel needs to be done to expand and maintain many of the recreational opportunities the city offers. For example, I had the opportunity to work on and add input into the design of the Amalga Cabin near the Eagle Valley Center. Seeing that project come to fruition and the opportunities the City has to expand more on the Amalga Meddows recreation area really excites me. The potential for growth with partners and the city to improve recreation opportunities are endless and I would like to be apart of that decision-making. I feel that my experiences can help navigate some of the many debates and problems that come up during PRAC meetings.

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.

City and Borough of Juneau, Building Maintenance Department

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

City and Borough of Juneau, Building Maintenance Department - 2018 to present Forestry Technician,
U.S. Forest Service, Juneau Ranger District - 2010 to 2018 Hatchery Technician, Northern Southeast
Aquaculture Association - 2008 -2010

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

Ketchikan High School - High School Degree - 2008 University of Alaska Southeast - partial credits in
Marine Biology- 2008 to 2015 Boy Scouts of America - Eagle Scout Rank- 2008

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.

OSHA 10 hr. certification Certified Pool Operator Certification Class C Sawyer Certification - U.S. Forest
Service

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

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William D Muldoon
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

State of Alaska Data Processor/Mainframe Operator
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

I am interested in serving another term on the PRAC. I've been grateful of my time on the cmte so far and am looking forward to progress on a lot of the items we've been working on over the years.

Secondary Email Address (if any)

Which Boards would you like to apply for?

Parks & Recreation Advisory Committee: 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've served two terms already and have prior experience with the master plan special committee. I've been volunteering for CBJ parks for most of my adult life and really enjoy it. Working with staff we've seen progress on a lot of big items that previously didn't have this level of engagement and detail. I am interested in continuing these trends.

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.

Juneau School District - Board of Education. Finance and Facilities Committee Member. CBJ Aquatics - Board Chair/Finance Chair Parks and Rec Advisory Cmte - Vice Chair, member of ORV/Land Disposal/CIP Cmtes.

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

KTOO - 2 terms CoastAlaska - 1 term Skateboard Advisory Ad Hoc - 1 term Special Cmte for P&R Master Plan - entire duration PRAC - 2 full terms Aquatics - Liaison and Board Chair since 2018

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

2002 JDHS Graduate. Some college. I've done the full cycle of Foraker/McMillan trainings for board development. Attended Pew Research Group trainings on board development for younger members AASB trainings on Open Meetings Act/APRA/Board Governance

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.

N/A for this seat.

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

44.05.060 - Personnel board.

- (a) *Board established.* There shall be a personnel board composed of five members who shall be appointed by the assembly. All appointments shall be for staggered three-year terms. No member of the personnel board 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 human resources committee.
- (b) *Qualifications.* Members of the personnel board shall be residents of the City and Borough who shall serve without pay. The assembly will seek persons who have experience in the field of employee relations or personnel management to serve on the personnel board. Two seats shall be designated for members with a background in labor, two designated for members with a background in management, and one for a member of the general public. A member of the personnel board shall not be an employee of the City and Borough or a member of employee's immediate family or household or an employee of any collective bargaining organization which represents any City and Borough employees, other than those employed by the school district. When openings appear for designated labor seats, the Juneau Central Labor Council, AFL-CIO, will be asked to provide an endorsement for three applicants it believes meet the qualification to be designated as having "a background in labor" and meet all other requirements of this section 44.05.060(b).
- (c) *Meeting procedure.* The personnel board shall conduct its business, including notice, meetings and hearings, in accordance with the personnel rules.
- (d) *Responsibilities.* The personnel board shall hold meetings, conduct hearings, and issue findings and conclusions in employee appeals as provided in the personnel rules. The personnel board may order reinstatement, or the payment of back pay for an employee, or take other action as appropriate. The personnel board may not order the payment of attorneys' fees or costs for either party to an appeal, or the payment of damages, either compensatory, punitive, medical, therapeutic, or otherwise, to an employee. The personnel board may from time to time review and make recommendations to the manager on the personnel rules and amendments to the rules.
- (e) *Organization, quorum, and rules of order.* The personnel board shall each year appoint from its membership a chair and a vice-chair. Three members of the personnel board shall constitute a quorum and the concurrence of three members shall be necessary for action. Meetings of the personnel board shall be conducted according to Robert's Rules of Order, Newly Revised, provided motions need not be seconded.
- (f) *Assistance and personnel costs.* Staff support and assistance to the personnel board shall be provided by the human resources director and the municipal clerk as available and appropriate. Staff costs of the personnel board are to be borne by the City and Borough. Nonstaff costs in specific collective bargaining disputes for matters such as mediation and factfinding are to be borne equally by the parties to the dispute. For the purpose of this section, "staff costs" are those costs of consultants, subject to budgetary and funding limitations, and those costs necessary to pay the salaries of City and Borough employees who normally serve as staff to the personnel board and to supply those employees with normal overhead support.
- (g) *Duties of the personnel board.* In addition to other duties imposed on the board, it shall administer the policy established by chapter 44.10, entitled "Labor Relations," and shall have duties which shall include:
 - (1) Determining the units appropriate for collective bargaining;
 - (2) Certifying or decertifying of employee organizations as exclusive representatives;
 - (3) Conducting representation elections;
 - (4) Resolving disputes, including mediation and fact-finding;
 - (5) Determining the extent of and remedy for unfair labor practices.

- (h) *Labor relations policies.* The personnel board may conduct hearings, issue cease and desist orders, conduct elections and take affirmative action to effectuate the policies of chapter 44.10.
- (i) *Rules and regulations.* The personnel board shall propose to the assembly rules and regulations, and amendments thereto, as may be necessary to effectuate the purposes of chapter 44.10. Upon receipt of such recommendations, the assembly may by resolution approve, disapprove, or modify such proposed rules, regulations, or amendments thereto.

(Serial No. 91-14, § 2, 1991; Serial No. 94-12, § 4, 1994; Serial No. 2004-08, § 5, 3-22-2004; Serial No. 2006-30, § 4, 9-11-2006, eff. 10-12-2006; Serial No. 2011-03(c), § 2, 2-28-2011, eff. 3-31-2011)

Charter reference— Personnel board, § 3.14.



City and Borough of Juneau,
AK

Personnel Board

Board Roster



Nancy Sutch

3rd Term Feb 01, 2019 - Jan 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Management Representative

Dais Seat 5



Kenneth L Southerland

2nd Term Feb 01, 2019 - Jan 31, 2022

Appointing Authority Assembly

Position Voting Member

Category Management Representative

Dais Seat 3



Rodney Hesson

3rd Term Feb 01, 2020 - Jan 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Labor Representative

Dais Seat 1



Cindy Spanyers

3rd Term Feb 01, 2020 - Jan 31, 2023

Appointing Authority Assembly

Position Voting Member

Category Labor Representative

Dais Seat 4



Vacancy Immediately - January 31, 2024

Appointing Authority Assembly **Position** Voting
Member **Category** Public
Dais Seat 2

Application Form

Profile

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Kenneth

First Name

L

Middle Initial

Southerland

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Tlingit Haida Regional Housing
Authority

Employer

Director of Administrative
Services

Job Title

Suite or Apt

State

Postal Code

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

Management Representative

Kenneth L Southerland

Secondary Email Address (if any)

[REDACTED]

Which Boards would you like to apply for?

Personnel 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. [Please respond to each of the below questions and don't just write "see attached resume."]

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

To apply my 20 years of human resource experience to help the city with personnel issues.

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.

Juneau Tlingit and Haida Community Council - President Juneau Billiard Association - President

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

2.5 years on Juneau Tlingit Haida Community Council 2.5 years as Delegate to Central Council Tlingit and Haida Indian Tribes of Alaska 18 years officer with Juneau Billiard Association

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

1993 BBA from Univeristy of Alaska Fairbanks in Human Resouces Management 2013- current Tlingit Haida Regional Housing Authority as Human Resource Administrator. Last 6 months as Director of Admin 2004-2012 Sealaska Corporation as Human Resource Director 1996-2004 State of Alaska various Human Resources roles.

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.

SHRM-SCP

Upload a Resume

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

☒ American Indian/Alaskan native Aleutian

Gender

☒ Male



Date of Birth

Acknowledgement/Certification

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☒ I Agree

Application Form

Profile

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Mila Cosgrove

First Name

Middle Initial

Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Workplace Solutions AK

Employer

Principal Consultant

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?

Personnel 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 background - 30+ years of human resource/labor relations experience - would serve the CBJ Personnel Board. During that time I worked on both the labor and management. In addition, I also served on the State of Alaska, Alaska Labor Relations Board - an entity that deals with some of the same issues that the CBJ Personnel Board does. I believe I have a reputation of being fair, practical, and detail oriented. From my time at CBJ, I know there has been difficult filling seats on the Personnel Board - I believe I could do so effectively.

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.

None at this time

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

State of Alaska: Labor Relations Specialist
 Alaska Public Employee Association: Southeast Regional Manager
 State of Alaska: Workforce Development Manager, Management Services Manager, Director of Personnel
 CBJ: Human Resource and Risk Management Director, Deputy City Manager
 Member - Alaska Labor Relations Board President/Executive Council
 International Public Managers Association - Human Resources

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

Numerous professional training sessions in Labor Relations, Arbitration Advocacy, various employment law topics. BA in Psychology from Naropa University I have taught courses to union and management employees in bargaining topics, labor relations, performance management, and other employee relations topics.

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.

IPMA-CE (Certified Executive) IPMA-SCP (Senior Certified Professional)

Demographics

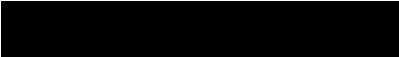
The following **optional** information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in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

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female



Date of Birth

Acknowledgement/Certification

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☒ I Agree

Application Form

Profile

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Nancy

First Name

Sutch

Last Name

Middle Initial
Email Address
Home Address
Suite or Apt
City
State
Postal Code
Primary Phone
Alternate PhoneState of Alaska

Employer

Deputy Director, Division of
Personnel & Labor Relations

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

appointed 6/2014 to unexpired term vacated by Nicki Neal.

Nancy Sutch

Secondary Email Address (if any)

Which Boards would you like to apply for?

Personnel 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.

To offer my knowledge, skills and experience as an HR professional with over 30 years of work history in this field.

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.

As an employee of the State of Alaska, I assist with the State Personnel Board and the State Officers Compensation Commission.

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:

I have a B.S. in Marine Science. I also have had many training experiences while employed with the State of Alaska, including but not limited to such subjects as; Supervision, Leadership, Arbitration Advocacy, Mediation Skills, Discipline, Regulation Drafting, Performance Management, etc.

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:

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☒ I Agree

Presented by: The Manager
Presented: 02/28/2022
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2974

A Resolution Re-establishing the Juneau Local Emergency Planning Committee.

WHEREAS, the Alaska Disaster Act, AS 26.23, together with the Emergency Planning and Community Right-to-Know Act of 1986, Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) establish requirements for business and industry, and federal, state, and local governments regarding emergency planning and community right-to-know reporting on hazardous substances; and

WHEREAS, implementing the community right-to-know provisions of state and federal law will serve to advise the public of the presence of hazardous substances in the community, and involve the public in preparing for, and mitigating the threat of accidental releases of these substances into the environment; and

WHEREAS, the Juneau Local Emergency Planning Committee was first established in 1991; and

WHEREAS, Resolution 1989 (1999) reestablished the Local Emergency Planning Committee to ensure compliance with federal and state community right-to-know laws, meet community needs for emergency planning, and facilitate the integration of emergency plans generated by and for the hospital, the airport, the electric utility, oil spills, cruise ships, the Red Cross, and other agencies; and

WHEREAS, alternate members of the committee were established pursuant to Resolution 2135; and

WHEREAS, the Juneau Local Emergency Planning Committee approved certain amendments to its bylaws consistent with this resolution and recommends that the Assembly approve the amended bylaws attached to this resolution.

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

Section 1. Repeal of Resolution. Resolution 2689 is repealed.

Section 2. Designation as Local Emergency Planning District. The City and Borough of Juneau should continue to be recognized by the Alaska State Emergency Response Commission as a Local Emergency Planning District under Title III of the Superfund Amendments and Reauthorization Act of 1986.

Section 3. Reestablishment Local Emergency Planning Committee. The Juneau Local Emergency Planning Committee originally established by Resolution 1443 (1991) is hereby re-established pursuant to AS 26.23.073. The committee shall be known as the Juneau Local Emergency Planning Committee.

Section 4. Membership and Organization.

(a) **Membership.** The City Manager or a designated representative shall be a member of the committee. The committee shall be composed of the City Manager and not more than eleven additional primary members and eleven alternate members nominated by the Assembly and appointed by the Alaska State Emergency Response Commission. The committee membership shall, to the extent possible, include representatives from the following agencies and interest groups:

- (1) Elected Municipal Officials;
- (2) Peace Officers;
- (3) Firefighters/Emergency Medical Services;
- (4) General Public;
- (5) Bartlett Regional Hospital;
- (6) News Media;
- (7) The American Red Cross;
- (8) Right-to-Know. Owners or Operators of facilities subject to the requirements of the Emergency Planning and Community Right-to-Know Act of 1986;
- (9) Community Groups;
- (10) Hazardous Substance Transporters; and
- (11) Vulnerable Populations. A representative serving Juneau's vulnerable populations. For purposes of this section, "vulnerable populations" shall be defined as persons with disabilities, the homeless, the elderly or homebound, access or functional needs, and any others who might be considered at-risk populations.

(12) Alaska Native Tribal Representative. A representative with intimate knowledge of local tribal cultures and practices.

(13) Healthcare system. A representative of an organization of the local healthcare system.

(14) City Manager Appointee.

For purposes of this committee, “voting members” are those members appointed to the primary seat on the committee, or those alternates filling in during the absence of a primary seat holder or during the vacancy of the related primary seat.

(b) **Terms.** Appointees other than the City Manager shall serve three-year staggered terms. Nominations for appointment shall be made by the Assembly with recommendations forwarded by the Assembly Human Resources Committee. The terms and appointments of alternate members shall be established in a similar manner, provided that the term of an alternate member shall not be dependent on the term of the person holding the primary appointment.

(c) The committee shall be organized as follows:

(1) The committee shall elect annually from its members a chair and such other officers as it deems necessary. The committee may establish an executive committee with authority to act on its behalf, and may appoint such other committees as it deems necessary. The committee shall establish rules by which it shall function including solicitation of public comments, response to such comments by the committee, distribution of the emergency plan, and compliance with municipal regulations regarding meetings and notification procedures.

(2) A vacancy on the committee 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 committee meetings for a period of more than 90 days; or

(E) If a member misses more than 40 percent of the committee meetings in a 12-month period.

- (3) The chair of the committee shall notify the Clerk of any vacancy on the committee. Upon notification, the Clerk shall follow the procedures for filling vacancies as outlined in the Advisory Board Rules of Procedure, as such may be amended from time to time.
- (4) The committee shall meet as necessary to carry out the business of the committee but no fewer than four times per year.

Section 5. Purpose. The committee shall:

- (a) Advise the City Manager on emergency management issues.
- (b) Review, revise as necessary, and maintain the emergency response plan for the municipality. The plan shall meet the requirements of AS 26.23.075, and shall include:
 - (1) an analysis of all hazards which threaten people, property, the environment or the economy of the City and Borough, and
 - (2) identification of agencies and their procedures for responding to protect people, property, the environment and the economy of the City and Borough from any hazard.
- (c) Collect, manage, and provide public access to information on hazardous substances and their accidental release within the municipality.
- (d) Study and make recommendations on the regulation of transportation routes for hazardous substances, including an assessment of the enforcement of state and federal transportation laws, and investigation of off-loading of explosives to determine the safest way to bring them into the community.
- (e) Coordinate with appropriate municipal, state and federal agencies on the collection and use of information on hazardous substances shipped to and from Juneau.
- (f) Work with mining companies, the business community, and government agencies in the Juneau area to encourage their participation in the community right-to-know and chemical inventory reporting systems in accordance with the Emergency Planning and Community Right-to-Know Act of 1986.
- (g) Make recommendations on the safest locations for storage and transshipment facilities for hazardous substances in the municipality, and work for more active enforcement of regulations relating to transshipment and storage of hazardous substances.

Section 6. Communication with the State Emergency Response Commission.

The City Manager shall submit this resolution, the list of nominees and their organizations, and any other documents necessary to establish and maintain the Juneau Local Emergency Planning Committee to the State Emergency Response Commission for approval.

Section 7. Approval of Bylaws. The Juneau Local Emergency Planning Committee may amend its Bylaws to be consistent with this resolution.

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

Adopted this _____ day of _____, 2022.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk