

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

February 8, 2021 5:30 PM

Zoom Webinar

To participate in the meeting: <https://juneau.zoom.us/j/95241164899> or call: 1-253-215-8782 Webinar ID: 952 4116 4899

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. 2021-01-04 Human Resources Committee Meeting Minutes-Draft
- B. 2021-01-21 Special Human Resources Committee Meeting Minutes-Draft

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Board Matters

- 1. Amend the Assembly Rules re Lands Committee Name

This resolution would amend the Assembly Rules to update the name and scope of the Lands, Housing, and Economic Development Committee. The changes are on Resolution pages 4, 6, and 7. The COVID-19 related amendments to the Assembly Rules would remain until they on May 25, 2021 (Res 2922).

- 2. Juneau Commission on Sustainability - Appointments

Per Resolution 2755; the Juneau Commission on Sustainability consists of nine members appointed by the Assembly for staggered three-year terms. In addition to the nine voting members there is one non-voting Assemblymember liaison and one non-voting Planning Commissioner sitting on the commission.

There are currently two vacant seats with unexpired terms. The first seat is for a term beginning immediately and ending June 30, 2022; the other seat if for a term beginning immediately and ending June 30, 2023.

B. Other Business

- 1. Discussion on Advisory Board Training and Possible Dates to Hold Trainings

Chair Bryson would like to host a set of springtime CBJ Advisory Board Trainings via Zoom. They would be approximately 2 hours long. Topics to include parliamentary procedure, Open Meetings Act (OMA), keeping meetings on track

along with other possible topics with speakers from Law, Clerk's Office and previous Assemblymembers to discuss those topics. Time at the end of the training would be reserved for a question and answer session.

The training will be recorded and available to those interested in learning board procedures but unable to attend either session.

Possible dates: Thursday evening March 18th or 25th and Saturday mid-morning March 13th or 20th.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

ASSEMBLY HUMAN RESOURCES COMMITTEE

January 4, 2021 5:30 PM

Zoom Webinar

MINUTES

I. ROLL CALL

The Assembly Human Resources Committee meeting was called to order at 5:30 p.m.

Members Present: Chair Wade Bryson, Loren Jones, Greg Smith and Christine Woll

Members Absent: None

Others Present: Deputy Clerk, Diane Cathcart, Municipal Clerk, Beth McEwen, City Manager, Rorie Watt, Assemblymember Alicia Hughes-Skandijs

II. APPROVAL OF AGENDA

Approved as presented

III. APPROVAL OF MINUTES

None

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. Juneau Commission on Sustainability - Appointment

MOTION: by Mr. Jones to forward to the full Assembly for approval, the recommendation to appoint Gretchen Bishop to the Juneau Commission on Sustainability for a term beginning immediately and ending June 30, 2023. ***Hearing no objections, motion passed.***

CLERKS NOTE: *On January 6, 2021 the Clerk's Office was notified by Gretchen Bishop that she was unable to fill this seat. This vacancy will be before the HRC again at its February 8, 2021 meeting.*

B. CBJ Municipal Elections 2021 and Beyond

Municipal Clerk, Beth McEwen gave a presentation on how municipal elections could be conducted for 2021 and beyond. Committee members discussed the various options between full by-mail, a hybrid option or following how they've historically been run.

Knowing that the pandemic will continue to influence procedure.

Mr. Jones, would like to see by-mail elections and not just two vote centers open. The Clerk's Office would need to create a timeline to make a decision on a by-mail election for 2022 and the city would need to have everything in place by January 2022.

Mr. Smith, thinks vote by-mail makes sense and no widespread voter fraud has been discovered. He would be interested in moving forward using Municipality of Anchorage again for 2021 for consistency. Mr. Smith asked Ms. McEwen how many cure letters were sent out.

Ms. McEwen, 542 cure letters were sent and 32 votes were rejected.

Ms. Hughes-Skandijs, regarding equipment needs, did the cost estimate get downsized for Juneau vs. Anchorage? Ms. McEwen, yes the cost estimate is a scaled down version to fit Juneau's needs.

Mr. Smith, asked if this needed to go before the voters for a final decision. Ms. McEwen stated that vote by mail option was already written into CBJ code so it did not need to go before the voters.

Mr. Bryson, noted that 2020 seemed to be a hybrid and we need to figure out if we want to continue to work with Anchorage or keep the vote counting in Juneau and what to do for 2021 and the future. Ms. McEwen stated that for the best chain of custody, having the votes counted in Juneau is preferable.

Mr. Bryson, recommended focusing on 2021 than a permanent solution for moving forward.

Mr. Smith, stated his preference would be to run an election for 2021 similar to the 2020 election to keep it less confusing for voters. Mr. Jones agreed and noted that we will need to have something in place soon.

MOTION: by Mr. Jones to recommend to the full Assembly through the Committee of the Whole that CBJ conduct a hybrid election for 2021 with a full by-mail election for 2022. The Clerk would work on defining what hybrid means and bring that to the Committee of the Whole in March. ***Hearing on objection, motion passed.***

C. Other Business

A. Discussion on filling vacant BRH Board Seat

The committee discussed options on how to fill the recently vacated Bartlett Regional Hospital Board seat that ends December 31, 2021.

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MOTION: by Mr. Jones to recommend to the Assembly that the four remaining candidates are an adequate pool of qualified applicants and the full assembly could make that decision at tonight's Assembly meeting. ***Hearing no objection, motion passed.***

VI. STAFF REPORTS

We made it to 2021! The Assembly still needs to decide how they would like to gather for the 2020 Assembly photo.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 6:27 p.m.

SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE

January 21, 2021 5:30 PM

MINUTES

I. ROLL CALL

The Full Assembly met as the Human Resources Committee via Zoom Webinar in Juneau, Alaska; the meeting was called to order at 5:31 p.m. by HRC Chair Wade Bryson.

Assemblymembers Present: Chair Wade Bryson, Mayor Beth Weldon, Deputy Mayor Loren Jones, Maria Gladziszewski, Carole Triem, Greg Smith, Alicia Hughes-Skandijs and Christine Woll

Assemblymembers Absent: Michelle Hale

Staff/Others Present: Deputy Municipal Clerk, Diane Cathcart, Municipal Clerk, Beth McEwen, Port Director, Carl Uchytel and Docks & Harbors Board Chair, Don Etheridge

II. APPROVAL OF AGENDA

Approved as presented

III. APPROVAL OF MINUTES

Approved as presented

A. 2020-12-15 Full HRC Special Meeting for BRH Board Interviews Minutes-DRAFT

B. 2020-12-17 Full HRC Special Meeting for Planning Commission Interviews Minutes-DRAFT

IV. AGENDA TOPICS

A. Board Matters

1. Docks and Harbors Board Applicant Interviews

Three applicants were interviewed for the one vacant seat with an unexpired term beginning immediately and ending June 30, 2022. After interviewing the three applicants, the HRC recessed into executive session per a motion by Ms. Triem at 6:05p.m. and reconvened into open meeting session at 6:36 p.m.

MOTION: by Mayor Weldon for the Assembly Human Resources Committee to recommend to the Assembly to appoint Lacey Derr to the Docks and Harbors Board for an unexpired term beginning immediately and ending June 30, 2022. ***Hearing no objection, motion passed.***

B. Other Business

1. Discussion on Process for Reviewing/Interviewing Systemic Racism Review Committee Applicants

Committee members discussed process for reviewing and interviewing applicants for the Systemic Racism Review Committee. The Alaskans First Institute will be sending a list of questions for the Assembly to review and possibly use as interview questions.

Ms. Woll's comments and suggestions included: prescreening applicants, choose questions in advance to make it fair and that consistency is key.

Mayor Weldon's comments and suggestions included: interview all applicants on a Saturday then do a second round of interviews and everyone could have one question at one minute each depending on how long each interview is.

Ms. Gladziszewski's comments and suggestions included: interview everyone for 10 minutes than pick people for the next round.

Mr. Smith's comments and suggestions included: holding a first round, screening applicants than determine a time to hold a second round of interviews.

Ms. Triem's comments and suggestions included: holding 15 minute interviews and reviewing questions received from Alaskan's First Institute but also coming up with additional ones.

Chair Bryson's comments and suggestions included: holding two rounds of interviews, holding an executive session after the first round to pick who would move to the second round, being consistent with questions asked of applicants, to have the first round of interviews be 14 minutes long and the second round of interviews be 9 minutes long, Assembly should send Chair Bryson and the Deputy Clerk their questions to be compiled.

This topic was added to the January 25, 2021 Assembly Human Resources Committee for continued discussion and finalization.

V. EXECUTIVE SESSION

A. Executive Session - Committee Deliberation

The HRC recessed into executive session per a motion by Ms. Triem at 6:05 p.m. and reconvened into open meeting session at 6:36 p.m. in order to make a recommendation for appointment to the Docks and Harbors Board.

VI. ADJOURNMENT

There being no further business before the committee, meeting adjourned at 7:16 p.m.

Presented by:
Introduced:
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2939 vHRC1

A Resolution Amending the Assembly Rules of Procedure (Res 2862).

WHEREAS, it is necessary for the orderly conduct of business that rules of procedure be adopted for the Assembly.

Whereas

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

Section 1. Rules of Procedure. The following rules of procedure are adopted:

RULE 1. AGENDA.

A. Order of Business. At all regular meetings the order of business shall be:

- I. Flag Salute
- II. Roll Call
- III. Approval of Minutes
- IV. Manager's Requests for Agenda Changes
- V. Public Participation on Non-agenda Items (Not to Exceed a Total of 20 Minutes, Nor More than Five Minutes for Any Individual)
- VI. Consent Agenda
 - A. Public Requests for Consent Agenda Changes, Other than Ordinances for Introduction
 - B. Assembly Requests for Consent Agenda Changes
 - C. Assembly Action
- VII. Ordinances for Public Hearing
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action

- VIII. Unfinished Business
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
- IX. New Business
 - A. Administrative or Committee Reports
 - B. Public Hearing
 - C. Assembly Action
- X. Staff Reports
- XI. Assembly Reports
 - A. Mayor's Report
 - B. Committee Reports
 - C. Liaison Reports
 - D. Presiding Officer Reports
- XII. Assembly Comments and Questions
- XIII. Continuation of Public Participation on Public Participation on Non-agenda Items
- XIV. Executive Session
- XV. Adjournment

B. Agenda Preparation. The agenda shall be prepared by the Manager subject to review and revision by the Mayor. The Mayor or the Manager shall brief the Assembly as to any revisions. Other matters may be considered under administrative reports, unfinished business, or new business as applicable.

- C. Consent Agenda. The Manager shall include under the consent agenda:
- 1. Ordinances for introduction;
 - 2. Resolutions;
 - 3. Bid awards requiring Assembly concurrence; and
 - 4. Other items requiring Assembly action which do not involve substantial public policy questions.

The Manager shall include with the agenda such supplemental material or reports as may be necessary to explain each item on the consent agenda and shall include a specific recommendation for Assembly action on each item. Material, reports, and recommendations submitted in writing to each member present and which are available for public inspection prior to the Assembly meeting need not be read aloud, but the minutes shall reflect the Manager's recommendation on each consent agenda item adopted. Upon adoption of a motion to adopt the consent agenda, all consent

agenda items subject to the motion are adopted as recommended by the Manager. The motion to adopt may not be amended; provided, upon the request of any member, an item on the consent agenda shall be removed from the consent agenda and placed under the appropriate regular agenda item for Assembly action. A notice or motion for reconsideration or a motion to rescind a consent agenda motion shall contain reference to the specific consent agenda item which is the subject of the notice or motion and only that item shall be affected by the notice or motion.

RULE 2. MEETINGS.

A. Date and Time of Regular Meetings. The Assembly shall regularly meet at 7:00 p.m. every third Monday according to a schedule approved by the Assembly and published by the Clerk's office. The Assembly may by motion or otherwise change the date of a meeting as may be necessary or convenient.

B. Place of Regular Meetings. Regular Assembly meetings shall be held in the Assembly Chambers at the Municipal Building at 155 South Seward Street, Juneau, Alaska, unless the Assembly, at a preceding regular or special meeting has, by motion or otherwise, designated a different place for a particular meeting.

C. Special Meetings. Special meetings may be called and held as provided by the Charter.

D. Time of Adjournment. Meetings will adjourn at 11:00 p.m. unless extended by a vote of at least six members.

RULE 3. ASSEMBLYMEMBER ATTENDANCE POLICY FOR REGULAR MEETINGS.

A. Excused Absences. Any absence of an Assemblymember from a regular meeting of the Assembly shall be deemed to be unexcused unless the Assemblymember is absent from the meeting as a result of attending to official business on behalf of the City and Borough of Juneau, for extenuating medical reasons, or for other significant cause, in which case the absence shall be deemed to be excused.

B. Attendance Report. Upon request of the Human Resources Committee, the Manager shall direct the Clerk to provide to the Assembly quarterly reports on attendance at regular Assembly meetings.

RULE 4. LEGISLATION.

A. Drafting. The Attorney shall draft ordinances and resolutions

1. For presentation to the Assembly only
 - (a) by vote or consensus of the Assembly,
 - (b) by vote of a standing or ad hoc Assembly committee,
 - (c) by request of the Mayor, the Manager, or any member, or

- (d) on the Attorney's own initiative to correct errors not otherwise correctable in any section or to make amendments to Title 01.45 the Conflict of Interest Code, Title 01.50 the Appellate Code, Title 01.60 the Regulation Procedures Code, Title 03.30 the Code Enforcement Code, Title 42 the Penal Code, or any section imposing duties on the Attorney.

- 2. For presentation to a standing or ad hoc Assembly committee only by vote of the committee, request of its chair, or by direction of the Assembly.

B. Procedure. Upon presentation of an ordinance, any member may move that it be introduced and set for public hearing, referred to committee, deferred, or rejected as provided in Charter section 5.3. If the motion is for referral to committee, the Mayor shall refer the ordinance to the appropriate committee. The Mayor's referral may be changed by a majority vote of the members of the Assembly. If the motion is for introduction, the motion shall set a date for the public hearing. All such motions may be amended.

RULE 5. COMMITTEES.

A. Standing Committees. The Assembly shall have the following standing committees:

- 1. Committee of the Whole
- 2. Finance Committee
- 3. Human Resources Committee
- 4. Lands, Housing, and Economic Development Committee
- 5. Public Works and Facilities Committee

Any member of the Assembly may sit with any committee at all times; such member shall have the right to participate in committee discussion except that members of the committee shall have priority in obtaining the floor and only committee members may vote. Reasonable opportunity for the public to be heard shall be allowed at committee meetings other than those designated as work sessions.

B. Special Committees. The Assembly shall have such special committees as may be considered necessary. Special committees automatically terminate upon completion of the committee's assignment.

C. Selection, Process and Duties of Committees of the Assembly.

- 1. Standing Committees.
 - (a) With the exception of the Committee of the Whole, the Finance Committee, and the Human Resources Committee in proceedings pursuant to Rule 5(C)(2)(f), there shall be not more than four Assemblymembers appointed to each standing committee of the Assembly. Each Assemblymember will be appointed to at least one,

but not more than three, standing committees, in addition to the Finance Committee and the Committee of the Whole.

- (b) Nominations for standing committee appointments and for the position of chair of each such committee shall be made by the Mayor, and shall be subject to ratification by the Assembly. In making nominations for committee appointments, the Mayor shall strive to ensure, to the extent reasonably possible, that there is a balance and diversity of opinion, viewpoints, and perspective among the Assemblymembers nominated for committee membership, and that there is at least one Assemblymember nominated for appointment to each committee who has expertise in the areas assigned to the committee.
 - (c) Each year following the regular municipal election, all Assemblymembers will be given an opportunity to indicate in writing which of the standing committees they request to serve on. At least two of the nominations for appointment for each standing committee shall be made from those Assemblymembers, if any, who have requested to serve on the committee for which the appointments are to be made. The nomination for membership and chair positions shall be made by the Mayor and ratified by the Assembly within seven days of the first meeting after the certification of the regular municipal election each year. All committee members shall be appointed to serve for a term expiring upon ratification by the Assembly of the committee appointments following the next regular municipal election. All committee members serve at the pleasure of the Assembly.
 - (d) A standing committee may at the call of its chair or the vote of its membership take up any matter within the scope of its charge established by these rules and not pending as legislation authorized by the Assembly. Matters not within the scope of any standing committee, or within the scope of more than one standing committee shall be assigned by the Mayor.
 - (e) Each committee shall refer information to and coordinate activities with other appropriate committees. Issues referred to another committee and any directions to the Manager must have the concurrence of a majority of the committee members.
2. Human Resources Committee. The Human Resources Committee may take up issues relating to the health and well-being of Juneau citizens and their participation in local government. The duties of the Human Resources Committee shall include:
- (a) Nominating citizens to all CBJ boards and commissions. Appointment to such bodies shall be made by the full Assembly;

- (b) Making recommendations to the full Assembly regarding the issuance, renewal or transfer of liquor licenses, restaurant designation permits, and marijuana licenses;
 - (c) Reviewing and proposing amendments to these Rules;
 - (d) *Reserved.*
 - (e) Overseeing Juneau's relations with its sister cities;
 - (f) Membership for Certain Appointments. The Human Resources Committee shall meet as needed to recommend appointments to the Planning Commission, the Hospital Board, the Ski Area Board, the Docks and Harbors Board, and the Airport Board. The Mayor and all Assemblymembers shall serve as members of the Committee and the Human Resources chair shall serve as chair at these meetings.
3. Finance Committee. The Finance Committee may take up issues relevant to the fiscal status of the CBJ. The Mayor and all Assemblymembers shall serve as members of the Finance Committee. The duties of the Finance Committee shall include:
- (a) Review of the Manager's proposed budget and recommendations to the Assembly for a final budget;
 - (b) Review of the fiscal policies of the CBJ as deemed necessary by the committee.
4. Committee of the Whole. The Committee of the Whole may take up those issues within the jurisdiction of multiple committees and those warranting detailed review prior to consideration by the Assembly. The Mayor and all Assemblymembers shall serve as members of the Committee of the Whole. Generally, the rules of the Assembly shall be followed in the Committee of the Whole, provided that, at the discretion of the chair, the rules may be relaxed and the rules relating to participation by the presiding officer and the number of times a member may speak shall not be in effect unless otherwise ordered by a majority of the committee. In preparing the committee agenda the chair shall consult with the Mayor.
5. Lands, Housing, and Economic Development Committee. The Lands, Housing, and Economic Development Committee may take up issues relevant to the lands, housing, economic development, water or air within the City and Borough. The duties of the Lands Committee shall include recommendations to the Assembly regarding:
- (a) The preparation and revision of a land management plan and the acquisition and disposal of CBJ lands;
 - (b) The administration of the lands fund and the mineral holdings of the CBJ;

- (c) Implementation of the Long Range Waterfront Development Plan, and issues relating to use and development of the CBJ waterfront;
 - (d) Promotion of improved housing availability in the City and Borough; and
 - (e) Promotion of a vibrant and diverse local economy.
6. Public Works and Facilities Committee. The PWFC may take up issues relevant to the infrastructure of CBJ, including transportation and utilities. The duties of the PWFC shall include:
- (a) Making recommendations to the Assembly regarding the capital improvement program required by Charter section 9.2 and other capital improvement plans and lists;
 - (b) Advising each newly elected Assembly of unfinished capital projects to be continued;
 - (c) Making recommendations to the Assembly regarding the preparation and revision of an areawide transportation plan;
 - (d) Making recommendations related to energy efficiency, renewable resources, waste reduction and recycling, global warming and green building.
7. Special Committees. Nominations for special committee appointments and the chair position of each special committee shall be made by the Mayor, and shall be subject to ratification by the Assembly. In making nominations for special committee appointments, the Mayor shall strive to ensure, to the extent reasonably possible, that there is a balance of opinion, viewpoints, and perspective among the Assemblymembers nominated for committee membership, and that there is at least one Assemblymember nominated for appointment to each such committee who has expertise in the areas assigned to the committee. All members shall serve at the pleasure of the Assembly.

D. *Reserved.*

E. Quorum of Committees. For the Committee of the Whole and the Finance Committee, a majority of the membership shall constitute a quorum. For committees with seven or eight members, four of the membership shall constitute a quorum, for committees with five or six members, three of the membership shall constitute a quorum. For committees with four or fewer members, two of the membership shall constitute a quorum for the transaction of business.

F. Voting. The minimum vote required to take official action shall be the same as that constituting a quorum; provided, however, that in the case of a tie vote, the action fails.

RULE 6. ASSEMBLY LIAISONS TO BOARDS AND COMMISSIONS.

A. Appointment of Liaisons. The Mayor shall nominate one member of the Assembly to serve as the liaison to each of the following City and Borough boards and commissions:

Planning Commission
Hospital Board
Docks and Harbors Board
Airport Board
School Board
Ski Area Board
Aquatics Board

The nominations shall be subject to ratification by the Assembly. Liaisons to other entities may be appointed from time to time.

B. Role of Liaison. Assembly liaisons serve as a link between the Assembly and the board or commission to establish and maintain communication between the bodies on issues, projects, and other matters of mutual concern and interest. Assembly liaisons are not required to regularly attend board or commission meetings; but if they do, they shall not have the power to vote on the board or commission, and are not to be counted in determining whether a quorum of the board or commission is present.

C. Other Meetings. The Assembly encourages its members to attend meetings of other boards, commissions, and citizen groups and inform the Assembly on the activities of those bodies and the issues before them, as appropriate.

RULE 7. DEBATE.

A. Speaking on the Question. A member or the Manager may speak more than once to the same question at the same stage of proceedings provided that priority of access to the floor shall be given to members who have not spoken on the question. Members shall endeavor to provide the body with relevant facts and arguments and shall strive to avoid redundancy.

B. Asking Questions. After obtaining recognition from the chair, a member may ask direct questions of another member of the Assembly or to a person appearing before the Assembly. The questions may not be argumentative.

C. Decorum. Members shall not question the motives, competency or integrity of any person except as necessary to decide an appeal, personnel evaluation, contract award, or other matter in which such issues are clearly relevant. The chair shall admonish any member violating this rule and if violations are severe or repeated, may without a vote declare a recess not to exceed ten minutes.

RULE 8. RULES OF PUBLIC PARTICIPATION.

When permitted by Rule 14, public participation during hearings on ordinances and matters other than appeals will be conducted according to the following rules, which will be posted in the Assembly Chambers:

A. The hearing will be conducted by the Mayor as chair.

B. The Mayor will open the hearing by summarizing its purposes and reemphasizing the rules of procedure.

C. The Mayor may set a time limit for public testimony, for individual speakers, or both if it appears necessary to gain maximum participation and conserve time, and may for the same reason disallow all questions from the Assembly to members of the public. The time limit may be extended by a majority of the Assembly. The time limit for individual speakers shall be uniform for all speakers, and shall be strictly enforced. Speakers shall not have the right to transfer their unused time to other speakers, but the Mayor may grant additional time to a person speaking on behalf of a group present in the chambers.

D. Citizens will be encouraged to submit written presentations and exhibits. Material submitted to the Manager's office more than three business days before a meeting and comprising ten pages or less will be eligible for copying for that meeting. Material submitted less than three days before a meeting will be distributed by the Clerk at the meeting provided that the submission includes at least 15 copies.

E. The Mayor will set forth the item or subject to be discussed and will rule non germane comments out of order.

F. All speakers, public, and members of the Assembly will be recognized by the chair by surname.

G. Members of the public will precede their remarks by stating their names and, unless otherwise allowed by the Mayor, their place of residence.

H. Members of the Assembly will not direct questions to each other or to the chair during public participation except as to the conduct of the hearing.

I. Members of the Assembly may direct questions to members of the public only to obtain clarification of material presented. The questions may not be argumentative, nor may they have the purpose or effect of unreasonably extending any time limit applicable to public speakers.

J. The public may direct questions to the Assembly or the administration. The questions may not be argumentative.

K. The public may direct questions to the chair only as it pertains to the conduct of the hearing.

L. The Manager may participate in the same manner as the members of the Assembly.

M. There shall be an opportunity for public participation on non-agenda items at each regular meeting of the Assembly. Such public participation shall be limited to no more than 20 minutes, with each speaker limited to a length of time set by the Mayor not to exceed five minutes. Assemblymembers may ask questions of the speaker, but shall not deliberate at that time on matters raised, or answer questions directed to the members.

RULE 9. MOTIONS.

A. Seconds. Seconds to motions are not required.

B. Renewal of Defeated Motions. Defeated motions may be renewed only under suspension of the rules.

C. Priority of Privileged Motions. Privileged motions shall have the following priority:

1. Fix time to adjourn
2. Give notice of reconsideration
3. Adjourn
4. Recess
5. Question of privilege of the body
6. Question of personal privilege

RULE 10. CLERICAL ERRORS.

Clerical errors that do not affect the substance of an ordinance or resolution, such as errors in numbering or errors in spelling, may be corrected by the Attorney upon discovery of the error.

RULE 11. VOTE REQUIRED.

The affirmative vote of five members of the Assembly shall be sufficient to take any action except as otherwise provided by Charter or ordinance and except in the following instances, which require the affirmative vote of at least six members:

- A. Limiting, extending, or closing debates
- B. Suspension of the rules
- C. Setting of or postponement of special orders
- D. Objection to consideration of question
- E. Motion for immediate vote (previous question)
- F. Rescind
- G. To take up a motion for reconsideration at the meeting at which the action to be reconsidered was taken

RULE 12. PARLIAMENTARIAN.

The Attorney shall act as the parliamentarian.

RULE 13. SESSIONS.

Each regular or special meeting of the Assembly constitutes a session for purposes of the rules.

RULE 14. PUBLIC PARTICIPATION CONFINED TO THAT AGENDA ITEM.

No person except a member or the Manager may participate in Assembly proceedings except as provided in the agenda item for public participation and except that the Attorney or Clerk may comment on professional or procedural aspects. Public participation shall be permitted on a motion to recess into executive session prior to the vote on such a motion. Public participation shall be permitted on all items on the agenda, except for meetings advertised as work sessions only, but shall not be permitted on items before the body for information or scheduling purposes except to the extent such public participation concerns scheduling only.

RULE 15. RECONSIDERATION.

A. What May Be Reconsidered. Main motions, amendments to main motions, privileged motions involving substantive questions, and appeals are subject to reconsideration. Procedural motions may not be reconsidered.

B. Who May Reconsider. Any member, whether or not that member voted on the prevailing side, may give notice of or move for reconsideration.

C. Effect of Notice. The effect of giving notice of reconsideration is to suspend all action on the subject of the notice until a motion for reconsideration is made and acted upon or until the time within which the motion for reconsideration may be made and acted upon has expired.

D. Time in Which Notice Must Be Taken Up. A notice of reconsideration expires unless a motion for reconsideration is made and acted upon prior to adjournment of the next regular meeting succeeding the meeting at which the action to be reconsidered occurred.

E. Successive Reconsideration. There may be only one reconsideration even though the action of the Assembly after reconsideration is opposite from the action of the Assembly before reconsideration.

F. Precedence. A motion for reconsideration has precedence over every main motion and may be taken up at any time during the meeting when there is no other motion on the floor.

G. Effect. A motion for reconsideration completely cancels the previous vote on the question to be reconsidered as though the previous vote had never been taken.

RULE 16. TELEPHONIC PARTICIPATION.

A. A member may participate via telephone in an Assembly meeting, or an Assembly Committee meeting, if the member declares that circumstances prevent physical attendance at the meeting. If the Mayor chooses to participate via telephone, the Deputy Mayor shall preside.

B. No more than the first three members to contact the Clerk regarding telephonic participation in a particular meeting may participate via telephone at any one meeting.

C. The member shall notify the Clerk and the presiding officer, if reasonably practicable, at least four hours in advance of a meeting which the member proposes to attend by telephone and shall provide the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.

D. At the meeting, the Clerk shall establish the telephone connection when the call to order is imminent.

E. A member participating by telephone shall be counted as present for purposes of quorum, discussion, and voting.

F. The member participating by telephone shall make every effort to participate in the entire meeting. From time to time during the meeting the presiding officer shall confirm the connection.

G. The member participating by telephone may ask to be recognized by the presiding officer to the same extent as any other member.

H. To the extent reasonably practicable, the Clerk shall provide backup materials to members participating by telephone.

I. If the telephone connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the Clerk shall attempt to establish or restore the connection, provided that if the member participating by telephone is necessary to achieve a quorum, the meeting shall be at ease, recess, or adjourn as necessary until the telephone connection is established or restored.

J. Meeting times shall be expressed in Alaska time regardless of the time at the location of any member participating by telephone.

K. Participation by telephone shall be allowed for regular, special, and committee meetings of the Assembly.

L. Remarks by members participating by telephone shall be transmitted so as to be audible by all members and the public in attendance at the meeting, provided that in executive session the remarks shall be audible only to those included in the executive session.

M. Any member of the public present with the member participating by telephone shall be allowed to speak to the same extent he would if physically present at the meeting.

N. As used in these rules, "telephone" means any system for synchronous two-way voice communication. "Mayor" includes the Acting Mayor or any other member serving as chair of the meeting.

RULE 17. ADOPTION OF ROBERT'S RULES OF ORDER.

The conduct of the meetings of Assembly shall be governed by the Mayor according to Robert's Rules of Order, 11th Edition, except as otherwise provided by Charter, law, or these rules.

Section 2. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this ____ day of _____, 2021.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk

Presented by: COW
Presented: 11/23/2020
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2922

A Resolution Temporarily Amending Resolution 2862 Related to the Assembly Rules of Procedure and COVID-19.

WHEREAS, a local emergency disaster was declared due to COVID-19 initially with Resolution 2884; and

WHEREAS, Resolution 2887 temporarily provided rules to prevent the spread of COVID-19 and balance the community's needs related to public meetings but Resolution 2887 expires on November 24, 2020; and

WHEREAS, since March, 2020, more than 600 people in the community have had COVID-19, community members have been hospitalized and died due to COVID-19, people are wearing masks and socially distancing to minimize spread of COVID-19; and

WHEREAS, Alaska is currently experiencing a second significant wave of COVID-19 positive cases in which multiple communities are in High or Very High alert levels; and

WHEREAS, while public health mitigation measures have helped minimize the spread of COVID-19 and medical care of patients has improved since the SARS-CoV-2 virus was detected earlier this year, vaccine development and distribution is still underway; and

WHEREAS, COVID-19 continues to pose an imminent threat to human health, safety, and welfare to the residents of the City and Borough of Juneau; and

WHEREAS, the boards, commissions, and committees of the City and Borough of Juneau normally host multiple public meetings a week; and

WHEREAS, consistent with Resolution 2686 Rule 9, the Assembly Rules of Procedure govern nearly all of the Assembly's advisory boards, commissions, and committees; and

WHEREAS, upon balancing the health risks of COVID-19 and transparent government principles, the Assembly finds it necessary to temporarily change how City and Borough of Juneau public meetings are conducted; and

WHEREAS, public comment opportunities still exist at public meetings, and members of the public are encouraged to submit comments in writing, like by emailing BoroughAssembly@juneau.org or by filling out the online Assembly Contact Form, <https://beta.juneau.org/assembly/assembly-contact-form>; and

WHEREAS, Resolution 2862 Rule 16. N. defines telephone or telephonic as “any system of synchronous two-way voice communication,” which could include traditional telephones and internet-based internet audio or video applications.

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

Section 1. Telephonic Participation. Rule 16 (A. through C.) of Resolution 2862 is amended as follows:

RULE 16. TELEPHONIC PARTICIPATION.

- A. Up to nine members may participate via telephone in an Assembly meeting or an Assembly Committee meeting.
- B. Reserved.
- C. Reserved.

...

Section 2. COVID-19 Public Meeting Prevention and Mitigation. Resolution 2862 is amended by adding a new Rule 18 as follows:

RULE 18. COVID-19 PUBLIC MEETING PREVENTION AND MITIGATION.

- A. **Public seating area.** People in a meeting room must comply with all public health requirements including, social distancing, and face covering requirements (e.g., Ordinances 2020-52 and 2020-45). Staff should participate remotely if possible. Members of the public are also encouraged to participate remotely and submit comments in writing.
- B. **Alternative public broadcasting.** This provision applies to public meetings of the City and Borough of Juneau Assembly and its committees, boards, and commissions. In addition to regular Assembly meeting broadcasts, meetings with substantial public interest should be live broadcast in a manner that is reasonably calculated to provide meaningful public observance of the public meeting. The chair of a committee, board, or commission has discretion, unless overruled by majority vote, if and how a meeting should be broadcast. Broadcast can include but is not limited to video conferencing, conference call, listen only conference call, and radio broadcasting.

Section 3. Sunset Provision. This resolution shall automatically expire and no longer have effect after May 25, 2021.

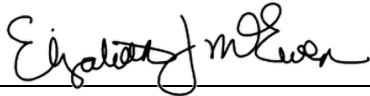
Section 4. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 23rd day of November, 2020.



Beth A. Weldon, Mayor

Attest:



Elizabeth J. McEwen, Municipal Clerk



City and Borough of Juneau, AK

Juneau Commission on Sustainability

Board Roster



Michael Levine

3rd Term Jan 01, 2021 - Dec 31, 2021

No Recruitment

Appointing Authority Assembly

Position Ex-Officio

Office/Role Planning Commissioner

Category Planning Commissioner

Dais Seat 10



Anjuli Grantham

1st Term Nov 04, 2019 - Jun 30, 2021

Position Voting Member

Category Public



Steve Behnke

3rd Term Jul 01, 2018 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2



Gretchen Keiser

1st Term Feb 12, 2018 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Office/Role Chair

Category Public

Dais Seat 3



Alicia Hughes-skandijs

2nd Term Oct 26, 2020 - Oct 04, 2021

No Recruitment

Appointing Authority Assembly

Position Ex-Officio

Office/Role Assemblymember

Category Assembly Liaison

Dais Seat 11



Duff Mitchell

3rd Term Jul 22, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Lisa Daugherty

1st Term Jul 22, 2019 - Jun 30, 2022

Position Voting Member

Category Public



James Powell

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

Position Voting Member

Category Public



David E Teal

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

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



Vacancy Immediately - June 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 7



Vacancy Immediately - June 30, 2023

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 9

Presented by: The Manager
Introduced: 05/02/2016
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2755

A Resolution Reestablishing the Juneau Commission on Sustainability, and Repealing Resolution 2718.

WHEREAS, the City and Borough of Juneau is committed to a sustainable future that meets today's needs without compromising the ability of future generations to do the same, and that:

- Supports a stable, diverse, and equitable economy;
- Protects the quality of the air, water, land and other natural resources;
- Conserves native vegetation, fish, wildlife habitat, and ecosystems;
- Minimizes human impacts on local and worldwide ecosystems; and
- Minimizes energy usage and the release of greenhouse gases; and

WHEREAS, the CBJ Comprehensive Plan provides that it is the policy of the CBJ to build a sustainable community that endures over generations and that is sufficiently far-seeing and flexible to maintain the vital and robust nature of its economic, social, and environmental support systems; and

WHEREAS, communities throughout the nation, both large and small, have promoted sustainability through focusing on such issues as reducing dependence on fossil fuels; promoting fuel-efficient technologies; investing in the local economy for the long-term; adopting and enforcing land-use policies that reduce sprawl, promote infill, preserve open space, and create compact, walkable urban communities; promoting transportation options such as bicycle trails, incentives for car pooling and public transit; making energy efficiency a priority through building code improvements, retrofitting municipal facilities with energy efficient technologies, and urging employees to conserve energy and save money; practicing and promoting sustainable building practices; increasing the fuel efficiency of municipal fleet vehicles and reducing the number of vehicles; increasing recycling rates in municipal operations and in the community; and educating the public, business, and government about sustainability; and

WHEREAS, by Resolution 2397(b), the CBJ joined the International Council for Local Environmental Initiatives (ICLEI) and committed itself to complete the five milestones of the Cities for Climate Protection Campaign to reduce greenhouse gas and air pollution emissions; and

WHEREAS, the Assembly finds that it is in the public interest to create a panel to research and advise the Assembly on community sustainability, including but not limited to the items listed above; and

WHEREAS, the Juneau Commission on Sustainability has requested that the Assembly revise the Commission's governing legislation to specify that the Planning Commission and Assembly members be non-voting members and not be counted in determining whether a quorum of the Commission is present.

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

Section 1. Establishment. There is established a Juneau Commission on Sustainability.

Section 2. Composition. The Commission shall be comprised of nine members appointed by the Assembly, plus one liaison from the Assembly and one from the Planning Commission. The liaisons shall not have the power to vote and shall not be counted in determining whether a quorum of the Commission is present. Commission membership shall reflect environmental, social, economic and governmental perspectives, unified by the common interest of sustainability. Commission members serving three year staggered terms at the time of adoption of this resolution shall serve out their terms.

Section 3. Duration. The Commission shall have an indefinite duration.

Section 4. Public policy and purpose. A sustainable community seeks to advance the economic social, environmental and governmental well-being of the community without compromising the quality of life of future generations. The mission of the CBJ Commission on Sustainability is to promote the economic, social, environmental, and governmental well-being of Juneau and all its inhabitants, now and in the future.

Section 5. Powers and Duties.

1. To coordinate, propose, and promote sustainability initiatives among residents, businesses, government, and non-governmental agencies and educational organizations through education and outreach programs.

2. To make recommendations to the Juneau Assembly and CBJ Boards and Commissions on policies and programs that promote sustainability.

3. To research and apply for grants or other funds or gifts from public or private agencies for the purpose of carrying out any of the provisions or purposes of this resolution.

4. To serve as an advisory group to the CBJ in reducing greenhouse gas emissions to target levels as adopted by the CBJ Assembly.

5. To act as liaison between the public and the CBJ Assembly on sustainability related issues.

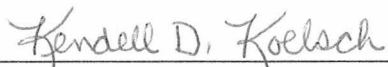
Section 6. Staff Liaison. The Manager shall designate a staff liaison to the Commission.

Section 7. Procedure. The Commission shall operate pursuant to the CBJ Advisory Board Rules of Procedure as they may be amended from time to time.

Section 8. Repeal. Resolution 2718 is repealed.

Section 9. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 2nd day of May, 2016.



Kendell D. Koelsch, Mayor

Attest:


for Laurie J. Sica, Municipal Clerk

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.]

Colin S Peacock
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
The Southeast Alaska Watershed Coalition (just ended my contract) Local Food Coordinator
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 between positions at the moment. I just left the Southeast Alaska Watershed Coalition and am about to start a position with Sitka Salmon Shares as the Communications Manager.

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

None Selected

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

Interests & Experiences

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

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

I have worked with the commission on sustainability for 4 years in my capacity as Local Foods Coordinator at the Southeast Alaska Watershed Coalition. I have always found their voice and work needed in the world of local food systems and food security, which is my expertise. I would like to bring my perspective and my connections to the board to support its work further.

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.

Alaska Farmers Market Association, Southeast Alaska Farmers Market Network. I will be leaving both of these organizations shortly as my replacement at SAWC will better serve those roles.

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

Alaska Farmers Market Association, a board member since 2018. I have attended several of the commission on sustainability meetings and have worked with them on various projects and events.

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

Clark University, August 2008 - May 2011 Worcester, MA • BA in Science, conservation biology concentration, Steinbrecher fellowship for whitebark pine research California Culinary Academy, August 2003 - May 2004 San Francisco, CA • Associates degree in Le Cordon Bleu Executive Chef Program I have started a sustainable development company focused on empowering indigenous food systems in Peru: <https://www.kaipachafoods.com/> I consulted with Barnacle Foods to develop the award-winning Bullwhip hot sauce based on my original recipe: <https://www.barnaclefoods.com/collections/all/products/bullwhip-kelp-hot-sauce> I have led conservation biology field programs with college students in the Yukon, Namibia, and the Greater Yellowstone Ecosystem. Worked as a professional photographer to support local food, farming, and indigenous voices. And am an instructor in a several thousand year old lineage of Taoist instructors through the Universal Healing Tao system.

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 Food Protection Safety Manager Certified Alaskan Tour Guide

Demographics

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

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male



Date of Birth

Acknowledgement/Certification

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

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

☒ I Agree

Application Form

Profile

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

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

Connor Dunleavy
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

Phillips Cruises and Tours First Mate (MV Glacier Quest)
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above
[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

None Selected

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

Interests & Experiences

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

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

I am applying to serve on this board because I see Juneau as the leader in sustainability for the entire state of Alaska. As with many things in the state "As Juneau does, Alaska Follows". Thus, the best way to push the rest of the state forward is to work closely with Juneau and your sustainability initiatives. I have worked with closely with the sustainability efforts of the capital city of Connecticut (Hartford) and saw how efforts here percolated around the rest of the state. I believe I am uniquely Qualified to push Juneau forward and help the rest of Alaska insure a more valuable sustainable future.

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

☒ General Public Seat

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

I am not a member of other boards nor am I an employee or officer of any government or government adjacent institutions

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

I worked closely with the City of Hartford Connecticut's Sustainability Commission. Here I specialized in pushing the city toward carbon neutrality. I used remote sensing data to model carbon flows pertaining to urban greenspaces and found meaningful ways to reduce carbon and carbon equivalent emissions from these areas. I also served on the Sustainability Commission of Eastern Connecticut State University. Here I applied for and received a quarter of a million dollar yearly grant for the construction and implementation of Green Roofs across campus. I also worked closely with efforts to modernized the universities recycling program and worked to eliminate food waste from University Diners. I also Interned with the Eastern Connecticut Institute for Sustainable Energy. I lead several public outreach campaigns and helped found Connecticut Sustainability Week a statewide celebration of sustainability that happens each year in late September. As of last year we had Sustainability week celebrated in nearly all 50 states. Here I also worked to preform energy audits of Cities across the state and worked to find solutions to close open carbon loops.

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

I hold a B.S. in Environmental Earth Science with a minor in Sustainable Energy Systems and GIS. As mentioned before I have worked with the Sustainability Commission of Hartford CT and the ECSU Sustainability Commission. I have interned with the ECT Institute for Sustainable Energy and served as a Research Fellow at Yale University.

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

I so not hold professional Licenses at this time.

Demographics

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

Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Male



Date of Birth

Acknowledgement/Certification

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

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

☒ I Agree

Application Form

Profile

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

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

Danielle Meeker
First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

University of Alaska Fairbanks Research Staff
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

☒ 1

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.

Dear Ms. Keiser and Members of the Juneau Commission on Sustainability, I am eagerly submitting my application for your consideration in filling the vacant seat on the Juneau Commission on Sustainability (JCOS). I believe that my experience in climate research and adaptation planning, along with my passion for developing equitable environmental policies that meet the needs of Alaskans, would be assets in this role. My primary motivation for wanting to serve on JCOS is my sincere investment in Juneau and my desire to see our community be socially, economically, and culturally resilient in the face of unprecedented environmental change. My partner and I have lived in Juneau for almost four years, during which time we've bought a house, had countless outdoor adventures and misadventures, and learned what it means to be part of a community. Coming from East Coast cities, we've both found that the quirks of living in a (comparatively) small town have pacified our restlessness in a way that was entirely unexpected, and have made us want to grow roots here. As a climate change researcher and former environmental campaign organizer, I am inspired by local governments' efforts to incorporate sustainability into all aspects of planning, from economic development to hazard mitigation. I believe that Juneau's remoteness, cultural vibrance, economic dependence on tourism, and -- in my opinion -- unparalleled natural beauty present opportunities for us to be innovative and bold when thinking about the future. When I envision a truly sustainable Juneau, I do not imagine a parking lot of electric vehicles or a state-of-the-art recycling center (although those would be nice). Instead, I picture a community with a diverse, regenerative economy, a strong support system for our marginalized and vulnerable populations, a reduced carbon footprint, resilient infrastructure, and surrounding ecosystems that are managed with the intent of preserving them for future generations of residents and tourists. In other words, I think of a town that can attract new residents, visitors, ideas, and resources without degrading its natural environment or sacrificing its quality of life. As a former merchant mariner with eight years of experience in the maritime industry, I am especially interested in Juneau's port operations and our relationship to the cruise industry. Prior to the COVID-19 pandemic, I followed the work of the Visitor Industry Task Force (VITF) closely and conducted extensive research on tourism management for a consulting project. I am excited by the Commission's comments and recommendations regarding cruise ship tourism, including dock electrification, plastic waste reduction, and reducing traffic congestion. Thank you for your consideration. Sincerely, Danielle Meeker

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

☒ General Public Seat

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

I am an employee of the Alaska Center for Climate Assessment & Policy (ACCAP), which is a NOAA program located at the University of Alaska Fairbanks. I do not currently serve on any boards.

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

Research Professional Alaska Center for Climate Assessment & Policy, Fairbanks, Alaska (remote), January 2019—Present Principal Danielle Meeker Consulting, Juneau, Alaska, January 2019 – Present Climate Campaign Coordinator Southeast Alaska Conservation Council, Juneau, Alaska, July 2019—December 2019 Policy and Program Analyst Office of Governor Bill Walker, Juneau, Alaska, June 2018—December 2018 (end of term) Alaska Sea Grant State Fellow Office of Lt. Governor Byron Mallott, Juneau, Alaska, July 2017–June 2018 Open Water Instructor Reef Safari Diving, Queensland, Australia, September 2014–February 2015 Second Mate Military Sealift Command, Persian Gulf & Arabian Sea, January 2012–June 2014

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

Master of Advanced Studies (MAS), Climate Science & Policy Scripps Institution of Oceanography, San Diego, CA, 2017 Bachelor of Science (BS), Marine Transportation State University of New York Maritime College, Throggs Neck, NY, 2012

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.

US Coast Guard Master of 1600 Tons Upon Oceans (domestic) STCW Second Mate of Unlimited Tonnage Upon Oceans (international)

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.]

Eric Bultez
First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

SEARHC Practice Administrator
Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

☒ 1

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 father was a builder and I loved working on projects with him. Seeing a project come to life--from the early plans through completion gave me a lot of satisfaction. Two years ago we moved from a very rapidly growing city and often wondering how the city was going to sustain (continue to support) such grow. I wasn't on a board there, but I would read to stay up on zoning changes and other pieces that might affect our area. My family and I have very much enjoyed Juneau thus far and I would love to help shape its future, especially around sustainability. One of Juneau's unique opportunities is around sustainable tourism--something I'm very interested in. Juneau is also a perfect city for more electric vehicles, the battery range is never an issue :). I was also excited to hear Juneau received the first electric bus! I love finding new ways to solve old problems. I have a Masters in Public Administrator, but haven't worked in the public sector (went straight into healthcare out of college), so I'd like to get involved in some way in the community to get back closer to where I started--and to give back to the community in a meaningful way. Thank you.

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

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

I was on the American College of Healthcare Executives Idaho Chapter board as the webmaster. In my church I have served on several congregation leadership councils ~ 4yrs.

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

BS in Community Health Education Master of Public Administration Licensed Nursing Home Administrator (expired) Fellow in the American College of Healthcare Executives (national test and continuing education) On the Job Training: operational finance, budgeting, grant reporting with HRSA (UDS)

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

☒ 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.]

Gabe Donohoe

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

blaqcloud owner

Employer Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

None Selected

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

Interests & Experiences

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

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

I love Juneau. I grew up here and want to see it flourish. I believe Juneau is able to set a global standard for small community sustainability. Tell the world we are not merely the capital city of a state focused on petroleum / mineral extraction and tourism. We are a community providing an example for the future. I love the renewable energy focus around town and diverting our dependence on fossil fuel for transportation is a must. Hand-in-hand with that effort, I would love to put significantly more focus on the control and reduction of physical waste. Waste is a non-partisan issue. It's extremely visible, foul-smelling (especially around Lemon Creek), and has a huge negative environmental impact on our community, the state, and the world. From a consumption perspective, I shop with intent for bulk items and limit my purchase of single use plastics to nearly zero. Living with me is challenging in that regard. Each choice for food and consumer products is an exercise in consideration of the product, the recycled content, the packaging, the shipping, and the sustainability mission of the company producing and selling the item. However, I am passionate about the negative impact of micro-plastics and their invasion of the aquatic biomes around the globe.

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 have never served on a board myself other than the begining stages of the Zero Waste Juneau board before Covid. I am currently self-employed, starting up a textile recycling project in Juneau.

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

I have no board experience other than meetings at the beginning stages of Zero Waste Juneau. I have attended CBJ meetings and I understand the importance in meeting with local political, business, and community leaders.

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

I have a certificate in Outdoor Studies at the University of Alaska Southeast. I have extended family who owns and operates a refuse recycling facility in Central California; there, I learned about the inefficiencies with recyclables and our waste streams as a whole. I have formal schooling from the Art Institute of Seattle for Graphic Design and UCLA for Web Design, so I am good with computers and all the digital imagery / document files that come with them. I have professional experience in graphic design and commercial video production.

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 certificate in Outdoor Studies at the University of Alaska Southeast. Also, I run a small business focused on recycling so I have to continuously research and implement sustainable practices.

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

☒ Unknown

Gender

☒ Male


Date of Birth

Acknowledgement/Certification

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Olivia Lihou

First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Employer

Job Title

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

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

☒ 2

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.

Juneau is my hometown and I care about the well being of the town and it's youth. The safety and accessibility of the town and all it has to offer are high priorities of mine. Children should be able to safely enjoy recreational activities such as hiking, biking, swimming, skiing, etc. in Juneau. Children who do not have easy access to recreational activities in Juneau are equally as deserving as everyone else who resides here, and it is the community's job to support that. I want to support local youth and empower them to make insightful, healthy decisions to better themselves and their community. I would be honored to serve the children of Juneau and make this a place they are proud to call home.

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.

Farm to School Program Coordinator (Department of Education and Early Development)

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:

1 full year working with Child Nutrition Programs across the state of Alaska (Farm to School Program) 4 months as a reading tutor with local elementary school 1 full year as a student teacher with the Juneau Community Charter School

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

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Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female


Date of Birth

Acknowledgement/Certification

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☒ I Agree

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Stephanie Ballard

First Name

Middle Initial

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Suite or Apt

State

Postal Code

University of Washington Graduate Research Assistant

Employer

Job Title

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

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

☒ 1

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

None

Question applies to multiple boards

How many hours per month are you able to serve?

10-15

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 recently moved to Juneau and it's an incredible place that will face some major challenges in the coming years. Whether or not Juneau is able to preserve it's community character while navigating those challenges will depend significantly on its planning responsiveness and commitment to sustainability. These decisions will affect everyone in our community and I'd like to bring consideration of diverse stakeholders to the conversation about our community's future.

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.

The University of Washington Information School (UW iSchool) - employee UW iSchool Doctoral Student Association Admissions Committee Representative

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

I currently serve as the admissions committee representative for my PhD program. In this capacity I work with faculty and staff to review, process, and admit PhD students in an equitable manner.

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

I am currently a PhD candidate at the University of Washington studying human computer interaction. One research initiative I've worked on in the past, the Diverse Voices Project, is particularly relevant. Diverse Voices is a method for bringing historically marginalized groups into the policy making process.

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.

None

Demographics

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Ethnicity

☒ Caucasian/Non-Hispanic

Gender

☒ Female



Date of Birth

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☒ I Agree

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Summer A Christiansen

First Name Middle Initial Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

City

[Redacted]

Suite or Apt

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Sealaska Heritage Institute

Employer

Senior Education Administrative Assistant

Job Title

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

[Redacted]

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

Which Boards would you like to apply for?

Juneau Commission on Sustainability: Submitted

Are you applying for reappointment to this board?

☐ Yes ☒ No

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

None Selected

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

Interests & Experiences

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

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

I would like to serve on the Juneau Commission on Sustainability because I want to make positive changes in my community. As a lifelong Alaskan, I have watched first hand as the weather has changed and our wildlife and resources have diminished. I moved back to Juneau this summer after spending time abroad and after living and teaching in Kodiak because I wanted to raise my daughter in the place I call home. I want her to have the chance to see Alaska the way I saw it growing up and I worry things are changing too fast. I often fear that we will not be able to make the changes we need to until it's too late. Being on the commission will allow me to play an active role in creating change. In my free time, I research ways to be more sustainable by reading books, listening to podcasts, and watching documentaries. I also promote sustainability to friends and family through conversations and social media.

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

☒ General Public Seat

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

Youth Activity Board (YAB) for Juneau Assembly and Douglas Advisory Board (DAB), as well as a new member of the Board Member of Friends of the Public Library Used Bookstore.

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

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

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

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

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

Alaska Teacher Certificate

Demographics

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☒ Caucasian/Non-Hispanic

Gender

☒ Female


Date of Birth

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☒ I Agree

Summer A Christiansen

