ASSEMBLY HUMAN RESOURCES COMMITTEE

June 3, 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 6:00 pm.

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

HRC Members Absent: None

Staff Present: Municipal Clerk Beth McEwen, Deputy City Manager Mila Cosgrove, City Attorney Rob Palmer, Bartlett Hospital Administrator Chuck Bill, Assistant City Attorney Megan Costello

II. APPROVAL OF AGENDA

Ms. McEwen noted that the Aquatics Board appointments needed to be considered by the full Assembly as the HRC per the Assembly Rules of Procedure. As such, Ms. McEwen recommended removal of that agenda item so it could be rescheduled to one of the meetings already scheduled for the full Assembly as the HRC. *Hearing no objection, the agenda was approved as amended.*

III. APPROVAL OF MINUTES

A. Assembly Human Resources Committee Minutes May 13, 2019

There being no changes, the minutes were approved as written.

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. Utility Advisory Board Annual Reports & Appointment

Utility Advisory Board (UAB) Member Andrew Campbell was present to provide the annual report of the UAB. The UAB is recommending a 4% rate increase for both the water and wastewater utilities each year over the next five years. The written report goes into further detail. Mr. Campbell said he also strongly encouraged the Assembly to consider reappointing Leon Vance and Bryan Farrell to the UAB.

Mr. Edwardson asked if any members had questions of Mr. Campbell.

Mr. Bryson said that the City Manager had proposed a 2% increase in utility rates and even proposed postponing the increase for a one year period. Mr. Bryson asked Mr. Campbell if the UAB discussed the manager's recommendation and if so, what the UAB's thoughts were about that proposal.

Mr. Campbell said they did discuss the City Manager's proposal at its last meeting and they understood where he was coming from with the proposal given the financial situation at this time. He also said that the 2% increase was inflation proofing but that by keeping it that low, it was not contributing towards the CIP. The UAB felt that CIP money would have to come from somewhere and it would be up to the Assembly to determine where those funds would come from. The UAB was trying to move the utilities towards more independence and that was the reason for their recommended 4% increase each year over the next 5 years. He said they weren't devastated by the Manager's recommendation and were glad to see his recommended 2% at a minimum. The board will likely come back the next year with the higher recommendation again to help fund the necessary infrastructure needs.

Mr. Edwardson thanked Mr. Campbell for coming and he asked Mr. Campbell what he meant by the utilities were hoping to create a little more independence for the utilities. Mr. Campbell explained that right now, the utilities are dependent upon the Assembly for special project funding and for funding from sales tax dollars. The UAB recommendation for the increase was that those fees would go into the CIP so that it wasn't relying solely on not knowing how much sales tax and special funding dollars might be allocated to utilities. Mr. Edwardson and Mr. Campbell discussed the details of funding operations and the CIP in greater depth.

The annual report did not need action by the HRC as the Assembly Finance Committee will be discussing and acting upon the recommendations by the UAB.

MOTION by Ms. Triem to recommend the reappointment of Bryan Farrell and Leon Vance to the Utility Advisory Board to terms beginning June 1, 2019 and ending May 31, 2022. *Hearing no objection, the motion carried.*

B. Aquatics Board - Appointments

This item was removed from the agenda previously.

C. Juneau Commission on Aging - Appointment

MOTION by Ms. Hughes-Skandijs that the HRC recommend the appointment of Lisa Oberle to the Juneau Commission on Aging for a term beginning immediately and ending December 31, 2020 and asked for unanimous consent. *Hearing no objection, the motion carried.*

D. Other Business

A. Ordinance 2019-20 An Ordinance Amending the Hospital Code Relating to Board Appointment, Contracts for Professional Services, and Medical Records

Bartlett Regional Hospital Administrator Chuck Bill was present to answer questions of the committee.

Ms. Hughes-Skandijs asked about the section relating to medical records and if this is eliminating redundancies. Mr. Bill said they were working on simplifying and eliminating redundancies in the code language.

Mr. Bryson asked if there had been an incident that triggered these changes or if they were a result of housekeeping clean-up to the code. Mr. Bill explained that there was not any incident which precipitated these changes but rather BRH has been working on simplifying Title 40 over the past few years. The initial code was written 50-60 years ago and the running of hospitals have changed over that time and they have been working on bringing the code up to date with current practices, state and federal laws.

Mr. Edwardson said his question also pertains to the medical records section 40.20.010 which references AS 18.20.085 and the specific items that are required aren't located in that statute but rather refers them to regulations. He asked if that will automatically point to the regulations. Mr. Bill said that was his understanding but he would defer to Assistant City Attorney Megan Costello to provide that answer. Ms. Costello said that these were proposals that came from the CBJ Law Department and they simplified them due to the nature of continuous changes in state and federal laws and regulations. This CBJ Code change would mean that CBJ would automatically be following the most recent changes in state and federal law.

Ms. Hughes-Skandijs asked about the reasons for the deleted language in Section 3 and if that was due to changes in law at the state level or why that language change was being made. Mr. Bill explained that change was due to a federal law, known as the Stark Law, which prohibits BRH from inuring physicians or other providers from making referrals to the hospital even though there is no other hospital in the area. It doesn't make a lot of sense but it is what it is. This language change reduces the risk to CBJ from a federal violation of the Stark Law for anti-trust purposes.

Mr. Edwardson said that BRH is requesting the HRC to forward this ordinance to the Assembly for adoption and he asked for a motion from the committee.

MOTION by Ms. Hughes-Skandijs to forward Ordinance 2019-20 to the Assembly for adoption and asked for unanimous consent. *Hearing no objection, the motion carried.*

B. Continued HRC Discussion on Getting Citizens Interested in Serving on CBJ Boards or Committees-Review of draft Survey

Mr. Edwardson said the first thing to discuss would be the proposed schedule change. Ms. McEwen explained the recommended schedule changes as provided on her memo in the packet. *Hearing no objections, the schedule was approved as outlined in Ms. McEwen's memo in the packet.*

Mr. Edwardson said he consulted with Mr. Palmer on the proposed questions that HRC members had submitted to ensure they were legal to ask and they would do the same with any additional questions the committee decides to ask in the survey.

Members discussed the overall goals of the survey and the best format to use in posing these questions. Mr. Edwardson explain that he is considering this more of a questionnaire than a survey as it isn't something they are looking for statistically valid information but rather they are seeking input on individual experiences.

Mr. Bryson spoke to this also being an opportunity to encourage interest and awareness in our boards and commissions. He pointed out the mention in the memo of Ms. Jordan Nigro's self-evaluation tool that she developed in the CBJ leadership progam. Members asked if Ms. Nigro might be invited to a later meeting to talk about that tool and if it is something that might be used in the future.

Additional discussion took place regarding the next steps in moving forward with the survey/questionnaire. Ms. Triem will be the lead HRC member and will work with Clerk staff on finalizing the survey instrument.

VI. STAFF REPORTS

Ms. McEwen asked the HRC to consider dates for the Full Assembly sitting as the HRC. There have not been many applications received so far for the Airport Board and the Aquatics Board review needed to be added to one of those meetings. Members and staff discussed availability dates and decided on the following schedule:

June 19 - Eaglecrest Board
July 17 - Docks and Harbors and Aquatics Board
August 1 - Airport Board

Mr. Edwardson said he will report on these dates during the regular Assembly meeting to ensure member availability.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the body, Mr. Edwardson adjourned the meeting at 6:49 p.m.

Respectfully Submitted,
Beth McEwen, Municipal Clerk