

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

November 5, 2018 6:00 PM
Assembly Chambers 155 S. Seward St Juneau, AK
MINUTES

I. ROLL CALL

Chair Rob Edwardson called the meeting to order at 6:00 p.m.

HRC Members present: Rob Edwardson, Jesse Kiehl, Carole Triem, and Wade Bryson

HRC Members absent: None

Others present: Diane Cathcart, Deputy Clerk, Beth McEwen, Municipal Clerk, Loren Jones, Assemblymember

II. APPROVAL OF AGENDA

Hearing no objections, the Human Resources Committee Agenda for November 5, 2018 was approved as presented.

III. APPROVAL OF MINUTES

A. September 17, 2018 Assembly Human Resources Committee Minutes-DRAFT

The minutes of the September 17, 2018 Human Resources Committee were approved as presented.

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Overview of HRC Roles and Responsibilities

1. Assembly Rules of Procedure

Chair Edwardson gave an overview of the HRC's charge as a committee with an emphasis on the review of annual reports from the various CBJ appointed boards and commissions and the importance of the annual reports.

2. Review of 2019 Assembly Meeting Calendar

Motion: by Mr. Kiehl to forward the 2019 Assembly Meeting Calendar to the Full Assembly for approval. *Hearing no objections, motion passes.*

3. Review of Hospital & Planning Commission Interview Questions

The HRC members reviewed and discussed the advance interview questions to be given to applicants for the Planning Commission and the Bartlett Regional Hospital Board. One of the questions the committee liked that was on the Planning Commission questions but not the BRH Board questions was: "What skills and experience would make you an effective board member?"

Motion: by Ms. Triem to add the question to the BRH Board interview questions, "What skills and experience would make you an effective board member". *Hearing no objection, motion passes.*

A. Board Matters

1. Bidding Review Board - Appointment

Motion: by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Alexander Smith to the Bidding Review Board for a term beginning immediately and ending May 31, 2021. *Hearing no objection, the motion passed.*

2. Jensen Olson Arboretum Advisory Board (JOAAB) - Appointment

Motion: by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Catherine Evans to the Jensen Olson Arboretum Advisory Board for a term beginning immediately and ending January 31, 2021. *Hearing no objection, the motion passed.*

3. Juneau Human Rights Commission (JHRC) - Appointment

Motion: by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Suzanne Dutson to the Juneau Human Rights Commission for a term beginning immediately and ending May 31, 2021. *Hearing no objection, the motion passed.*

4. Parks & Recreation Advisory Committee (PRAC) - Appointment

Motion: by Mr. Bryson to forward to the full Assembly, the recommendation to appoint Kirk Duncan to the Parks and Recreation Advisory Committee for the remainder of a term beginning immediately and ending February 28, 2019 plus a full 3-year term beginning March 1, 2019 and ending February 28, 2022. *Hearing no objection, the motion passed.*

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Mr. Kiehl made the request that when interviewing for the Empowered Boards; the interview time shift back to 10 minutes per interview vs. the previous 7 minutes it had been for the last round of Empowered Board interviews.

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:25 p.m.