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

June 25, 2018 6:00 PM
Assembly Chambers

I. ROLL CALL

Chair Maria Gladziszewski called the meeting to order at 6:00 p.m.

HRC members present: Maria Gladziszewski, Jesse Kiehl, Norton Gregory, and Rob Edwardson

Other Assemblymembers present: Loren Jones, Beth Weldon

Staff present: Deputy Clerk Beth McEwen; Incoming Deputy Clerk Diane Cathcart; Beth McKibben and Laurel Bruggeman.

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. June 11, 2018 Special HRC Meeting Minutes

Hearing no objection, the minutes of the June 11, 2018 regular Human Resources Committee meeting were approved as presented.

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

1. Historic Resources Advisory Committee - Appointment

MOTION by Gregory, to forward to the full Assembly, the recommendation to reappoint John Fox and Donald Harris to the Historic Resources Advisory Committee to full terms beginning July 1, 2018 and expiring June 30, 2021. *Hearing no objection, the motion passed.*

2. Juneau Commission on Sustainability - Appointment

MOTION by Gregory, to forward to the full Assembly, the recommendation to reappoint Steve Behnke to the Juneau Commission on Sustainability to a full term beginning July 1, 2018 and expiring June 30, 2021, to appoint Iura Leahu to a term beginning immediately and expiring on June 30, 2019, to appoint James Powell to a term beginning immediately and expiring June 30, 2020, and to appoint Jim Rehfeldt to a term beginning July 1, 2018 and expiring on June 30, 2021. *Hearing no objection, the motion passed.*

3. Treadwell Arena Advisory Board - Appointment

MOTION by Gregory, to forward to the full Assembly, the recommendation to appoint Josh Fortenbery and Alexander Smith to the Treadwell Arena Advisory Board to full terms beginning immediately and expiring June 30, 2021. *Hearing no objection, the motion passed.*

4. Utility Advisory Board - Appointment

MOTION by Kiehl, to forward to the full Assembly, the recommendation to reappoint Andrew Campbell to the Utility Advisory Board to a full term beginning immediately and expiring June 30, 2021. *Hearing no objection, the motion passed.*

5. Wetlands Review Board - Appointment

MOTION by Gregory, to forward to the full Assembly, the recommendation to appoint Claude (Chip) McMillan III to the Wetlands Review Board to a term beginning beginning immediately and expiring December 31, 2020. *Hearing no objection, the motion passed.*

B. Other Business

1. Community Development Block Grant Schedule/Process

Beth McKibben, CDD Planning Manager, outlined the change of moving the overall grant application process up by two weeks for the Community Development Block Grant (CDBG). This change gives CDD the flexibility to bring the block grant applications to the Committee Of the Whole if, due to time constraints, it does not work to bring the applications before the Human Resources Committee due to the election schedule and the need to have a resolution passed by the full Assembly before the State of Alaska grant submission deadline in November. Overall, this is a minor refinement and the process has worked well the last few years.

Mr. Gregory asked if there was a problem with a block grant application last year. Ms. McKibben said yes there was a change in requirements and one form was not submitted, that needed to be, by the applicant.

Mr. Gregory followed up with the question of if something like that happens, is there a process in place to resubmit their proposal the next year? Ms. McKibben replied that its pretty open some years we've had several proposals come in front of us, some years the various non-profits get together and decide not to compete and only put one proposal forward, this project would be eligible to apply, it was a good application. State CDBG offers training on how to apply for the grant. CDD will be sending Laurel to the training this year so we don't miss anything on the checklist. CDD reviews the applications and makes their recommendations regarding readiness of a project and that project would score high in that regard.

Mr. Edwardson asked why type of projects groups would be applying for. Ms. McKibben stated the most recent project was for AWARE, transitional long-term women/children's housing/shelter. There ended up being problems with the site location that weren't discovered in the pre-review process. Prior to that there was an interesting grant that provided some work for the Glory Hole, Gastineau Human Services, St. Vincent de Paul Housing, and AWARE. It was a creative application that provided small improvements to those entities. Other communities that Ms. McKibben had received CDBG for before working at CBJ included a HeadStart building and a Senior Center outside Talkeetna.

Ms. McKibben mentioned there are planning grants available that are economic development projects but one of the challenges with those grants as one of the criteria is to show that it will benefit a low/moderate income population and Juneau is not considered a low/moderate income community; so we have to show that those projects will benefit those special populations which can be challenging. We would have to show for a period of time that the special population is being served and benefiting otherwise we may be required to payback the grant if it can't be shown that a low/moderate income population is benefiting.

Mr. Kiehl stated that the revised time frame looks good to him and asked Ms. McKibben if potential grantee's had been contacted to to see if this revised time frame posed any problems for them. Ms. McKibben said she had not reached out to them but didn't foresee the new timeline being a problem as it gives the applicants more time to submit a proposal.

Chair Gladziszewski asked the HRC members if there were any objections to the revised CDBG process, hearing none, it was approved.

VI. STAFF REPORTS

Incoming Municipal Clerk Beth McEwen let members know the agenda packets for June 27, 2018 Full Assembly sitting as the HRC for Eaglecrest Appointments was ready and in their green folders. The applicants that returned their interview questions are scheduled to be interviewed.

McEwen gave an update on Granicus Board Management System.

McEwen introduced new Deputy Clerk, Diane Cathcart who will be the new staff liaison for HRC beginning in July.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:15pm