

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

May 14, 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

Members absent: None.

Other Assemblymembers present: Loren Jones

Staff present: Deputy Clerk Beth McEwen, Municipal Clerk Laurie Sica, Treadwell Ice Arena Manager Lauren Anderson

Boardmembers present: Sister Cities Committee Co-Chairs Susan Baxter and Miranda McCarty; and Treadwell Arena Advisory Board member Leah Farzin.

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

A. April 23, 2018 Assembly Human Resources Committee Minutes

MOTION by Mr. Kiehl to correct the minutes to remove the words "waive right to" in the April 23, 2018 such that the motion by Mr. Gregory would correctly read:

MOTION by Mr. Gregory to recommend the Assembly protest the Liquor License #4405 Tides Complex Inc. d/b/a Dragon Inn Chinese Cuisine due to non-compliance with the Fire Code and to maintain the protest until they bring their establishment back into compliance with the Fire Code.

Hearing no objection, the minutes of the April 23, 2018 Human Resources Committee meeting were approved as corrected.

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. Sister Cities Committee re: Invitations relating to Sister City events

CBJ Sister Cities Committee (SCC) Co-Chairs Miranda McCarty and Susan Baxter addressed the HRC about two upcoming opportunities to interact with our Sister Cities.

They first discussed an invitation/request that has been received from the Russian American Pacific Partnership (RAPP) which is holding a conference in Anchorage July 25-26, 2018. The CBJ SCC said the Vladivostok Sister Cities Committee is sending one or more representatives to this conference and the CBJ SCC felt it was important to send someone from Juneau. They weren't sure who should attend but suggested possibly an Assemblymember, someone from JEDC, or another individual with ties to the Juneau business community and chosen by the Assembly. The CBJ SCC said there is not currently funding for this request and requested that the Assembly provide the necessary funding. They also asked to extend a formal letter of invitation to the Vladivostok Sister Cities Committee representative to assist them in obtaining their visa.

Discussion took place between HRC, SCC, and Clerks staff about funding availability in the Assembly's budget. Clerk staff explained that there is a line item in the Assembly's budget in the amount of \$5,000 annual set aside for use by CBJ boards and commissions. The policy for use of those funds is that they are available to all CBJ boards on a first come/first served basis with the Clerk's office able to approve expenditures up to \$500. Any requests over \$500 are forwarded to the Assembly (HRC) for approval.

It was estimated that the full cost for one attendee from Juneau to attend the conference would be approximately \$1617 which includes early registration, airfare, and hotel.

Additional discussion took place with Ms. Baxter and Ms. McCarty answering HRC members' questions relating to the conference. Mr. Kiehl initially made a motion to partially fund sending a Juneau representative to the RAPP conference for an amount up to \$1,000. After further discussion, that motion was amended as follows:

MOTION by Mr. Kiehl to recommend the Assembly support sending a Juneau representative to the RAPP conference in Anchorage and approve Assembly budget support up to \$1,600 for this purpose. He also suggested that the Mayor, Manager, and JEDC work jointly with the Sister Cities Committee on coming up with who they wish to send as Juneau's representative.

Ms. Gladyszewski said hers was the only objection to the motion so hearing no other objection, the motion, as amended, passed.

Ms. Baxter then informed the HRC of the letter in the packet from Whitehorse, Yukon Territory Mayor Dan Curtis in which he extended an invitation to the Assembly and Sister Cities Committee to join their Canada Day celebration on July 1, 2018. She noted that Alaska Seaplanes is in the process of obtaining the necessary permits to open flights between Whitehorse and Juneau and Mayor Koelsch had expressed an interest in going up in the inaugural flight if possible.

2. Treadwell Arena Advisory Board - Annual Report & Appointments

Treadwell Arena Boardmember Leah Farzin was present to answer questions. Ms. Farzin said the board has not met as much as the would have liked this past year due to scheduling difficulties. They are in agreement that the board needs to continue to exist. It doesn't have a sunset provision but in case there was any thinking to shut it down, they think there are a lot of things they can accomplish.

Ms. Farzin said that the biggest goals of the board moving forward is expanding the number of people and kids who utilize the rink, casting a wider net into the community. She said that skating and hockey are fun for all ages. The 3rd grade free pass program has gone a long way to foster that these past three years. Another goal they are trying to work on is finding a way to extend the season. She said that in other locals, a lot of hockey players and skaters make a lot of progress during the summer and our local hockey players and figure skaters don't have that opportunity.

Mr. Gregory asked about the mention in the annual report that there are some barriers hindering marketing efforts in relation to businesses whose primary line of business is selling alcohol. Ms. Farzin said she was new to the board this year but that she has been told that there has been a running assumption but they were unable to find any formal policy or written opinion that businesses who obtain their primary revenue from alcohol sales were not allowed to advertise on city property. She said it would help the board and the rink to know if that is a definite YES or a definite NO so staff could go out and solicit advertising from local businesses such as The Island Pub and Louie's Douglas Inn. It would be another way to sell advertising and get a little bit more revenue coming into the arena. She said that she was not sure if that required a formal request from the board but if the City Attorney would look at that, that would be very helpful. Ms. Gladziszewski suggested the Parks and Recreation Director be asked to explore that further with the City Attorney. Mr. Kiehl stated that it was his understanding that it has been a policy call by previous City Managers rather than an ordinance on the books. Ms. Gladziszewski suggested the next steps would be for the Rink Manager to pursue that issue internally with the new Parks and Recreation Director and Manager staff rather than the Assembly taking any action on it at this time.

Treadwell Rink Manager Lauren Anderson answered additional questions from HRC members relating to the third grade program in which all third graders are offered a season pass similar to what is offered at Eaglecrest for fifth graders. Ms. Anderson then answered questions about the roof leaks that have arisen from freezing/thawing issues. She has not yet touched base with the engineer on the project but that is on her task list.

Ms. Gladziszewski thanked the Ms. Farzin and Ms. Anderson for their report and the work of the board. Ms. Gladziszewski noted that there were presently three vacant seats on the board and one application.

MOTION by Mr. Kiehl to forward the recommendation to appoint Ryan Kauzlarich to the Treadwell Arena Advisory Board to a full term beginning immediately and expiring May 31, 2021. *Hearing no objection, the motion passed.*

3. Utility Advisory Board - Appointments

There were two open seats on the Utility Advisory Board for full terms. Incumbent Geoff Larson applied for reappointment but incumbent Andrew Campbell had not submitted an application and there were no other applications received.

MOTION by Mr. Gregory to recommend the Assembly reappoint Geoff Larson to the Utility Advisory Board for a full term expiring May 31, 2021. *Hearing no objection, the motion passed.*

4. Bidding Review Board - Appointment

There were three open seats on the Bidding Review Board and one application in the packet.

MOTION by Mr. Gregory to recommend the Assembly reappoint Stephen Sorensen to the Bidding Review Board for a full term expiring May 31, 2021. *Hearing no objection, the motion passed.*

5. Juneau Human Rights Commission - Appointments

There were two open seats on the Juneau Human Rights Commission and one application in the packet.

MOTION by Mr. Kiehl to recommend the Assembly reappoint Britta Tonnessen to the Juneau Human Rights Commission for a full term expiring May 31, 2021. *Hearing no objection, the motion passed.*

6. Parks and Recreation Advisory Committee - Appointment

There was one open seat on the Parks and Recreation Advisory Committee due to the recent hiring of George Schaaf as the new Parks and Recreation Director.

MOTION by Mr. Gregory to recommend the Assembly appoint Jon Gellings to the Parks and Recreation Advisory Committee to a term beginning immediately and expiring February 29, 2020. *Hearing no objection, the motion passed.*

B. Other Business

1. June HRC Meeting Schedule

The Clerk's Office recommended cancellation of the June 4 regular HRC meeting and continue with the regular meeting on June 25 and then set a date for the full Assembly sitting as the HRC to interview applicants for the Airport, Docks and Harbors, and Eaglecrest Boards.

The HRC agreed to cancel the meeting of June 4. With regards to the scheduling of interviews for the full Assembly sitting as the HRC, Ms. Gladyszewski will poll the Assemblymembers on their availability during the regular Assembly meeting and determine the best date to schedule the interviews.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:38 p.m.