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

March 5, 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 (telephonic)

Other Assemblymembers present: Loren Jones

Staff present: Acting City Clerk Beth McEwen; Acting Deputy Clerk Diane Cathcart; Senior Planner Teri Camery (telephonic)

Public present: Parks & Recreation Advisory Committee Chair Chris Mertl; Sister Cities Co-Chair Susan Baxter; Jensen Olson Arboretum Advisory Committee JSD Representative Kristen Bartlett

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. February 12, 2018 Human Resources Committee Meeting

Hearing no objections, the minutes of February 12, 2018 Regular HRC meeting were approved as amended.

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. Board of Equalization - Appointments

MOTION, by Gregory, to recommend to the Assembly the following reappointments of David Epstein, and Steve Moseley to the Board of Equalization for terms beginning immediately and expiring December 31, 2019 and the appointment of Kenneth Solomon-Gross to a term beginning immediately and expiring December 31, 2018. Hearing no objection, it was so ordered.

2. Jensen-Olson Arboretum Advisory Board - Annual Report and Appointments

Mr. Kiehl: in reviewing the Jensen-Olson Arboretum Advisory Board (JOAAB) annual report and its mention of looking at different ways to invest the endowment chasing returns. Mr. Kiehl had some concerns since the Assembly does not set the rules for that endowment and how it's invested.

Kristen Bartlett, JSD representative on JOABB: SEALTrust manages the trust, there is only a small amount of money that is used along with rental receipts that come through. Some of those funds would be used for maintenance but the bulk goes into the trust.

It was requested by the committee that Finance staff and Parks and Recreation staff provide further information regarding the endowment.

<u>MOTION</u>, by Kiehl, to recommend to the Assembly the reappointments to the Jensen-Olson Arboretum Advisory Board of Ed Buyarski and Patricia Harris to terms beginning immediately and expiring January 31, 2021. Hearing no objection, it was so ordered.

3. Parks and Recreation Advisory Committee - Annual Report and Appointments

Parks and Recreation Advisory Committee (PRAC) Chair Chris Mertl, gave a summary of the projects Parks and Recreation worked on during 2017. Mr. Mertl requested the HRC look at diversification on the PRAC when deciding who to appoint for the upcoming terms. Mertl also requested the Assembly look at creating a long-term Assembly PRAC liaison instead of having a new Assembly PRAC liaison every year.

HRC members discussed diversity on the PRAC as well as the role of PRAC.

<u>MOTION</u>, by Edwardson, to recommend to the Assembly the reappointment to the Parks and Recreation Advisory Committee of Tom Rutecki, and the appointments of Kirsten Shelton and Jon Gellings. Gregory objected, discussion was had.

Motion amended by Gregory to recommend to the Assembly the reappointment to the Parks and Recreation Advisory Committee of Tom Rutecki, and the appointments of Kirsten Shelton and Emily Palmer to terms beginning immediately and expiring February 28, 2021. Hearing no objections on the amended motion, it was so ordered.

4. Youth Activities Board - Appointment

<u>MOTION</u>, by Kiehl, to recommend to the Assembly the appointment to the Youth Activities Board of Kristen Romanoff to a term beginning immediately and expiring August 31, 2020 contingent on the passage of Resolution 2820 at the March 5, 2018 Regular Assembly Meeting. Hearing no objections, it was so ordered.

5. Personnel Board - Annual Report and Appointment

<u>MOTION</u>, by Gregory to recommend to the Assembly the reappointment, to the Personnel Board, of Judy Porter to a term beginning immediately and expiring

February 28, 2021. Hearing no objections, it was so ordered.

6. Sister Cities Committee - Annual Report and Appointments

Sister Cities Co-Chair Susan Baxter gave a summary of Committee events that took place in 2017 along with upcoming 2018 events.

Mr. Gregory asked when the last time CBJ Sister Cities representatives had been to any of our sister cities. Ms. Baxter responded the last time was in 2015 when she and, then Co-Chair, Maria Uchytil went to Whitehorse for its July 5th celebrations.

MOTION, by Gregory to recommend to the Assembly the reappointment, to the Sister Cities Committee, of Barbara Burnett and the appointments of Junnie Chup and Kathleen Wayne to terms beginning immediately and expiring January 1, 2021. Hearing no objections, it was so ordered.

7. Wetlands Review Board - Annual Report and Appointments

CDD Senior Planner Terri Camery participated telephonically as staff liaison to the Wetlands Review Board (WRB) for any questions the HRC may have with regards to the 2017 WRB Annual Report. The HRC had no questions.

MOTION, by Gregory to recommend to the Assembly the appointments, to the Wetlands Review Board, of Tyler Adams and John Hudson to terms beginning immediately and expiring December 31, 2021. Hearing no objections, it was so ordered.

B. Other Business

None

VI. STAFF REPORTS

A. Board Management Project Update

Acting City Clerk Beth McEwen gave an overview of Granicus, the Board Management System the City Clerk's Office is transitioning to. The Granicus Program will provide for easier tracking of board membership lists, term limits and boardmember contact information for the, currently, 30+ CBJ boards. Granicus is expected to be fully operational by April.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

None

VIII. ADJOURNMENT

There being no further business, meeting adjourned at 6:49 p.m.