

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

January 8, 2018 6:00 PM
Assembly Chambers
Final Agenda

I. ROLL CALL

As Chair Maria Gladziszewski was participating telephonically, Jesse Kiehl presided and called the meeting to order at 6:02 p.m.

HRC members present: Maria Gladziszewski (telephonic), Jesse Kiehl (Acting Chair), Norton Gregory, and Rob Edwardson

Other Assemblymembers present: Loren Jones

Staff present: Deputy Clerk Beth McEwen; Sales Tax Administrator Clinton Singletary; Deputy Lands Manager Dan Bleidorn

II. APPROVAL OF AGENDA

Ms. McEwen distributed a copy of the updated board vacancy list to all HRC members and encouraged them to use it to help recruit applicants. The list is also available on the Clerk's website.

III. APPROVAL OF MINUTES

A. December 18, 2017 Human Resources Committee Minutes

Hearing no corrections or changes, the minutes were approved by unanimous consent.

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. Local Emergency Planning Committee - Annual Report and Appointments

LEPC Chair Dan Garcia provided the following annual report highlights from the report found in the HRC packet.

- LEPC will be forwarding a recommendation to change membership in the near future to expand the "Health Care Provider" type of seat.
- There are a number of seats coming up for appointment and they are recognizing Mike Lopez who will be leaving after many years on the LEPC.

- A search is underway for a new meeting location to hold their meetings as the BRH classrooms were no longer going to be made available.
- They had 376 attendees at the Preparedness Expo in September to raise community awareness and to get the word out about a variety of organizations in town that meet emergency management needs.
- Public Health ran a 3-hour exercise at the Harborview Gym during which they gave 338 flu shots in 3 hours time.
- Central Council Tlingit Haida provided Wellness Caregiver Workshops to encourage planning and response for emergencies.
- They participated with American Red Cross and other local agencies on a variety of training and sheltering events.
- LEPC members participated in an Airport/BRH table top exercise.
- They worked with Juneau Elderly Housing and Care Facilities to clarify their role in response as well as local emergency planning.
- They worked with CBJ Schools on Active shooter (ALICE) training.
- Juneau Community Emergency Response Team (CERT) trained 28 new responders this past year. Since 2012 when the CERT was recreated, there have been 216 citizens trained and able to respond during emergencies.

Mr. Garcia said they are looking forward to continued outreach within the community.

Mr. Kiehl thanked Mr. Garcia for the presentation and to extend the Assembly's thanks to the LEPC.

Ms. McEwen noted that the packet contained a memo with the full slate of LEPC members terms and seat assignments. Due to the new board management system coming online soon, she requested that the HRC reconfirm appointment of all LEPC membership in accordance with the seats and term dates as set out in memo in the packet.

MOTION by Ms. Gladyszewski to recommend the Assembly forward the nominations of the LEPC membership to the State SERC for appointment in accordance with the memo dated January 5, 2018. She clarified that is the version in which Scott Erickson is nominated to the Peace Officer primary seat #2.

Hearing no objection, the motion carried.

2. Juneau Economic Development Council - Appointment

Mr. Kiehl noted that the packet contained the letter from the Juneau Economic Development Council nominating Susan Murray to a second term as the Environmental Representative on JEDC.

MOTION by Mr. Gregory to recommend the reappointment of Susan Murray to the Juneau Economic Development Council Environmental Representative seat for a term expiring November 2020.

Hearing no objection, the motion carried.

B. Liquor Licenses

1. Liquor License #2533 - Jack and Arlene Tripp d/b/a Viking Restaurant and Lounge
[Mid-Cycle Protest]

Ms. McEwen noted that Sales Tax Administrator Clinton Singletary was present in the audience to answer any questions the members may have.

She stated that as of close of business on January 8, the unfilled sales tax returns and outstanding payments as well as the outstanding utility payments had not yet been received from the licensee. The staff recommendation to protest the continued operation of the license stands as noted in the packet materials.

Ms. McEwen stated that Assemblymember Beth Weldon asked earlier in the day if this licensee had ever had previous protests. Ms. McEwen did some research on this particular license and since the 2005 renewal period, all but two of the renewal periods resulted in an initial protest recommendation from either Finance or Community Development Department staff. She noted that each time a protest was filed by CBJ, the licensee cured the basis for protest and the protests were withdrawn.

MOTION by Mr. Gregory to recommend the Assembly protest the continued operation of the Liquor License 2533 for Jack and Arlene Tripp d/b/a Viking Restaurant and Lounge based on the unfilled tax returns and their associated taxes and penalties as well as the outstanding utility payments. *Hearing no objection, the motion carried.*

C. Other Business

VI. STAFF REPORTS

Ms. McEwen noted that the due dates for applications for the Bartlett Regional Hospital Board and the Planning Commission was coming up on January 22 with the meeting of the Full Assembly sitting as the HRC schedule for January 30, 2018.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:24p.m.