

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

December 18, 2017 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. November 6, 2017 Human Resources Committee Minutes
- B. November 27, 2017 Human Resources Committee Minutes

IV. PUBLIC PARTICIPATION

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

V. AGENDA TOPICS

A. Board Matters

1. Americans with Disabilities Act (ADA) Committee - Appointment

The ADA Committee has one vacant seat for an term expiring August 31, 2018.

2. Youth Activities Board - Appointment

The Youth Activities Board is a nine member board with one open public seat, one open seat for a representative of the Juneau Arts and Humanities Council (JAHC), and one open seat for a representative of the Juneau Sports Association (JSA). Your packet includes an application for the JAHC seat and we had previously received an application for the JSA seat but the applicant withdrew their application as of December 13.

3. Utility Advisory Board - Appointment

Resolution 2299 establishing the Utility Advisory Board calls for members meeting the below criteria to the extent practicable. There is presently one vacant seat to be filled by an Accountant, Commercial Customer, General Public or other qualified applicant on the board for a term expiring May 31, 2020.

Resolution 2299, Section 2. "Membership, Qualifications. To the extent practicable, appointments shall be made as follows: one engineer registered in the State of Alaska, preferably with training and experience in water, wastewater, and/or utility systems design and operation; one accountant, preferably experienced with utility financial management practices; one general contractor, preferably experienced in the construction of water and/or wastewater utility systems; two commercial customers of the City and Borough water and/or wastewater utility; one residential customer of the City and Borough water and/or wastewater utility; and one member of the general public."

B. Other Business

1. Discussion re: Board Evaluation/Review Process

The memo from the previous HRC packet is again included in this packet as the HRC members said they would take this topic under advisement for discussion at future meetings. The direction the discussion took at the last meeting was focused more on overarching themes relating to how board members are recruited, selected, and evaluated. Members also discussed undertaking a catalogue of the competencies needed on each of our current boards and to evaluate how best to meet those needs.

C. Liquor Licenses

1. Liquor License Transfer Thibodeau's Douglas Depot Package Store License #828

Transfer of Package Store License #828

From: Thibodeau's Market Inc. d/b/a Thibodeau's Liquor, No Premises

To: Thibodeau's Market Inc. d/b/a Thibodeau's Douglas Depot, Location: 1017 3rd Street, Douglas

This license was referred to the HRC during the November 27, 2017 Assembly meeting due to concerns raised by a member of the public with regard to allowing additional opportunity for public comment as well as to the proximity of the licensed premises to the nearest church.

The letter and documents sent to the applicant, and copied to Douglas Advisory Board, the Douglas Island Neighbors Association, the Douglas Community United Methodist Church is included in this and the Assembly packet. This matter was an item on the December 13, 2017 Douglas Advisory Board agenda and a letter resulting from that meeting is also included in your packet.

This matter is now before the Assembly HRC to conduct an informal public hearing on the transfer application and forward its recommendations for Assembly action at the regular meeting immediately following the HRC meeting.

VI. STAFF REPORTS

A. Liquor and Marijuana Licensing Process Verbal Report

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org