

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

May 2, 2016 6:00 PM
Municipal Building - Assembly Chambers

I. ROLL CALL

Chairman Loren Jones called the meeting of the Human Resources Committee to order at 6:00 p.m.

Committee members present: Chair Loren Jones, Maria Gladziszewski, Jamie Bursell [the fourth seat is currently vacant.]

Members absent: None

Other Assemblymembers present: Mary Becker, Jerry Nankervis

Staff present: Beth McEwen, Deputy Clerk

II. APPROVAL OF AGENDA

There being no agenda changes, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. April 11, 2016 Assembly Human Resources Committee Meeting Minutes

Hearing no objections, the minutes of the April 11, 2016 HRC meeting were approved.

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

Ms. McEwen stated that although Mr. John Gaguine's term on the BOE was up for expiration as of December 31, 2015, he did not wish to apply for reappointment but was willing to continue to serve until the Assembly appointed a new member to his seat. The only application received was from Barbara Sheinberg. Ms. Sheinberg was a former BOE member and had to resign her

BOE seat upon appointment to the vacant District 1 Assembly seat. Now that she is no longer serving on the Assembly, she has applied for appointment to the Board of Equalization.

MOTION by Ms. Gladziszewski to appoint Barbara Sheinberg to the Board of Equalization for a term expiring December 31, 2018. Hearing no objection, the motion carried.

2. Friends of the Flag Committee - Updates

Mr. Jones explained the meetings and discussions that had occurred with staff regarding the resolution governing the Friends of the Flag Committee. He said that while the resolution states that the committee members are to be appointed by the Assembly, as far as our records go, the Assembly Human Resources Committee has never acted on any appointments to the Friends of the Flag Committee. He said the committee was initially set up in that way it was so that it could be part of the CBJ liability insurance.

He has met a number of times with staff regarding this issue and during the course of those meetings, they found that the Hank Harmon Rifle Range and the Fourth of July Committee are also committees that have never been appointed by the Assembly and yet have resolutions that say we will and that they will be covered by the CBJ liability insurance. He said that has never been a problem except from the Hank Harmon Rifle Range which had some issues last year in which a financial cost to the city was incurred. The decision was to take these on addressing these one committee at a time.

He said they spoke with Judy Ripley with Friends of the Flag to try and identify some of the issues:

- Might there be another organization that the committee could fall under?
- If another organization would be willing to put the committee under their umbrella insurance, could it be something CBJ could then possibly give them a grant to cover that insurance so they were no longer part of the CBJ insurance?

None of those decisions have yet been made. He pointed out the information in the memo about the estimate that Ms. Ripley received pertaining to insurance. He also spoke with the City Attorney about the possibility of setting up the membership similar to what JEDC does in which they solicit and collect the applications and then forward them to the Assembly for appointment.

After his last meeting with Ms. Ripley, the Friends of the Flag held a meeting just before the flags went up for the summer and she submitted five applications for consideration by the HRC to fulfill the requirement of the five members. He said if the HRC chooses to move forward with appointments, the resolution calls for staggered terms so his recommendation would be for terms ending 4/30/17, 4/30/18, and 4/30/19. That would spread the membership across the next three years. This issue may come back to the HRC if they find other ways to deal with the insurance and/or they want to drop off being part of CBJ and want to change their resolution.

Ms. Gladziszewski said she is willing to make the appointments if the committee is wanting to have them made at this time.

MOTION by Ms. Gladziszewski to appoint the members to the Friends of the Flag Committee in the same order as their applications appear in the packet:

- Judith Ripley to a term expiring April 30, 2019
- Bruce Botelho to a term expiring April 30, 2019
- James Carroll to a term expiring April 30, 2019
- Eric Peter to a term expiring April 30, 2018
- Tom Gill to a term expiring April 30, 2017

Hearing no objections, the recommendations for appointment will be forwarded to the Assembly for action.

Ms. Gladziszewski asked if there will be additional work on these boards in the future. Mr. Jones said yes, in addition to the Friends of the Flag Committee, he will be meeting with staff about the Hank Harmon Rifle Range and other similar committees. Ms. McEwen also noted that in addition to the insurance piece, the fundraising piece is another topic to be explored with respect to these committees. Mr. Jones agreed and said that this is step one and they will continue to explore the other issues relating to all these committees, including the issue of fundraising and any 501(c)(3) non-profit status.

B. Other Business

1. Memorandum of Agreement - Juneau Community Foundation and CBJ re: Social Service Block Grants

Mr. Jones said he brought this up on the agenda because the newspaper reported last week about all the grants that were given out but there was very little mention of the CBJ contribution to those grants. Mr. Jones asked that this MOA be included to see what the reporting schedule was and it states the JCF will make a report to the Assembly on or before September 15. For this year's report, he assumes it will just be a report on the grants that they issued. The agreement also states that by October 31, the Assembly will give them the first estimate of the amounts that will be available the following year. He hopes by June 15 of this year, the Assembly will be providing them with the real dollar amount. There has not been much change at the Assembly Finance Committee and what is currently in the budget is the same amount as they are currently awarding.

The committee members asked about seeing a signed copy of the MOA. Ms. McEwen stated that the original MOA had been signed and then JCF Executive Director Amy Skilbread asked for some amendments regarding the reporting dates. Those amendments were made and it was in the process of being re-signed. The MOA in the packet is the amended version that was mutually agreed upon by JCF and City Manager Kim Kiefer.

VI. STAFF REPORTS

Ms. McEwen reminded the members of the upcoming meetings of the Full Assembly as HRC beginning with the Planning Commission interviews on May 4, 2016. Those packets were distributed to each of the members. She also stated that the Aquatics Board and the Docks and Harbors Board interviews will be held on June 15 and then the Airport and Eaglecrest Board interviews will be held on June 29.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 6:14 p.m.