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

January 11, 2016 6:00 PM
Chambers

I. ROLL CALL

Chair Loren Jones called the meeting to order at 6:00 p.m.

HRC members present: Loren Jones, Maria Gladziszewski, Karen Crane and Debbie White (telephonically).

Other Assemblymembers present: Mayor Mary Becker and Assemblymember Jerry Nankervis.
Staff present: Deputy Clerk Beth McEwen, CDD Senior Planner Teri Camery

II. APPROVAL OF AGENDA

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

III. APPROVAL OF MINUTES

A. December 21, 2015 - Regular Assembly Human Resources Committee Meeting Minutes

Hearing no objection, the minutes of the December 21, 2015 Regular Assembly Human Resources Committee meeting were approved.

B. December 22, 2015 - Special Assembly Human Resources Committee Meeting Minutes

Hearing no objection, the minutes of the December 22, 2015 Special Assembly Human Resources Committee 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. Wetlands Review Board Annual Report and Appointments

The meeting packet contained the annual report of the Wetlands Review Board. Community Development Department Senior Planner Teri Camery was present to answer any questions the HRC members had regarding the work of the board.

Ms. Camery gave a brief overview of the annual report in the packet. She noted one correction needed to the report and that was the addition of special meetings on October 8 and October 29, 2015. A majority of the work of the board over the past year has been on the draft Wetlands Management Plan which was released in September 2015 and following a list of extension revisions, they anticipate the consultant will have the next draft of the plan to be released in February 2016.

Ms. Crane asked if the LiDAR mapping that was completed in 2013 included the areas of concern relating to the flood plane management.

Ms. Camery stated that the imagery from the LiDAR mapping project had to conform with the requirements of the federal grant, which is not addressing flood issues. She stated that CDD Planner Eric Feldt could answer those questions better than she could. Her recollection was that Mr. Feldt followed up with the same consultant who did the LiDAR imagery and then there was an additional contract that refined this work for flood mapping purposes.

Ms. Crane also asked if there was a replacement yet from the Planning Commission for Mr. Miller's WRB seat. Ms. Camery said they do not anticipate that happening until at least the second Planning Commission meeting to be held in January.

Ms. White asked if the LiDAR imaging would ever been available outside of the CBJ system. Ms. Camery stated that the grant requires that the LiDAR and the imagery be open to the public. She said that the way it is set up right now, if someone comes to CBJ with a hard drive of sufficient size, that data could be provided. She said they are working on coming up with another system to provide access. She said some of the data is currently available on the University of Alaska GIS website. She said she would send follow-up information to Ms. White on how to access that information.

MOTION by Ms. Gladziszewski to recommend the appointment of Hal Geiger, Amy Sumner, and Irene Gallion to the Wetlands Review Board to terms expiring December 31, 2018. *Hearing no objections, the motion carried.*

2. Possible Evaluation of CBJ Boards/Commissions

Chairman Jones noted that at the last HRC meeting, a list of all CBJ Boards and Commissions was distributed to the members and the members were asked to consider any they felt were in need of review/evaluation similar to the recent review/evaluation of the Social Services Advisory Board.

Ms. White said she did not have any particular board to be reviewed but was very surprised by the shear number of CBJ boards that do exist.

Mr. Jones noted that he did attend the Juneau Commission on Aging (JCOA) retreat which was held earlier in the day, from 10am-2:30pm. He stated that the JCOA is dealing with a lot of issues and he believes they will most likely be coming to the Assembly with changes that they would like to see in their current resolution which may deal with membership and their duties as described in their governing resolution. He said the HRC will most likely be seeing something on their agendas about this sometime in June or July.

He asked staff about the status of the resolution reducing the number of members on the Juneau Human Rights Commission. Ms. McEwen noted that is on the Assembly's consent agenda for the January 11, 2016 meeting.

Ms. Crane noted that the Hospital Board has been discussing potential changes. She said they are not yet ready to come forward with those but that they will most likely be appearing on the agenda sometime later in the year.

Mr. Jones said that those two boards, plus the Social Services Advisory Board grant change over process will most likely keep the HRC agendas full enough for the year's review of boards.

Ms. Gladziszewski mentioned that it may also be time during the course of this next year to look at the Parks and Recreation Advisory Committee and have a dialogue with them since they do have new membership and leadership on the committee as well as the new leadership in the department.

Mr. Jones mentioned that near the end of the year and the beginning of 2017, the Treadwell Arena Advisory Board's scheduled review will be taking place.

B. Liquor Licenses

1. Liquor License #586 Coho's Bar and Grill, LLC Mid-Cycle Protest

Ms. McEwen reported that this is a mid-cycle protest. Each liquor license renewal is issued every two years but that Alaska Statutes allow an opportunity for local governing bodies to protest the continued operation of a license provided it is filed by January 31 of the second year of the license period.

She noted that this license in particular is no longer operating in that location and they are delinquent in their sales tax filings as well as payment of the sales tax and the associated penalties and interest payments. She mentioned that earlier in the day, Mr. Jones had inquired as to whether this protest recommendation would have any adverse affects on the liquor license application that was before the Assembly in December for Mac Ventures, LLC d/b/a McGivney's Sports Bar and Grill. Ms. McEwen said that the mid-cycle protest of the Coho's license does not have any affect on the Mac Ventures application since it is not a transfer but rather a brand new license for Mac Ventures.

Ms. McEwen provided clarification to the HRC members about the types of licenses and the transferability, or not, of any Beverage Dispensary - Tourism license.

MOTION by Ms. Gladziszewski to recommend the Assembly protest the continuation of the Coho's Bar and Grill Beverage Dispensary License #586 based on the unfiled and delinquent sales taxes, penalties, and interest. *Hearing no objection, the motion carried.*

Ms. McEwen noted that the certified letter was sent to the Coho's Bar and Grill both via certified mail and regular mail. The letter sent via certified mail was returned as "rejected" and the action on the license is on the Assembly agenda under New Business. The letter informs the licensee of their right to an informal hearing before the Assembly should they choose to exercise that right.

C. Other Business

None.

VI. STAFF REPORTS

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Ms. Crane asked that as soon as the resolution dissolving the Social Services Advisory Board is adopted by the Assembly that a letter be sent out to each member of the SSAB thanking them for their service and to specifically say that the Assembly asked for that to be done.

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

There being no further business to come before the HRC, the meeting was adjourned at 6:17p.m.