City and Borough of Juneau Personnel Board

Thursday, May 14, 2015 - Noon
City Hall Conference Room 224
MINUTES

I. Call to Order

Chair Judy Porter called the meeting to order at 12:05 p.m.

II. Roll Call / Introductions

Board Members Present: Judy Porter, Joan Cahill, Cindy Spanyers, Nancy Sutch, Rodney Hesson.

Staff Members Present: Mila Cosgrove, HRRM Director; Laurie Sica, Municipal Clerk.

III. Approval of Minutes

1. September 4, 2014 Personnel Board Meeting Minutes

MOTION, by Spanyers, to approve the minutes as presented. Hearing no objection, the minutes were approved.

IV. Roles and Responsibilities of the Personnel Board

Ms. Cosgrove said this meeting was the annual meeting of the board as required by code, and it was essentially to touch base and elect officers. The Board met as business arose and there had not been a need for a meeting yet in 2015. The Board was tasked with playing the neutral role in any matter brought before it within its scope, as outlined in CBJ Code 44, and was required to abide by the CBJ Conflict of Interest Code, the Open Meetings Act and the Open Records Act. She reminded the board that there should be no exchange of emails between board members outside of meetings. Mr. Chris Orman would serve as the CBJ attorney to advise the board but he was out of town.

V. Election of Chair / Vice-Chair

The Board unanimously voted to elect Judy Porter as Chair and Joan Cahill as Vice Chair.

VI. Agenda Items and Schedule for Next Meeting – N/A

VII. Adjournment – 12:30 p.m.

Submitted by Laurie Sica, Municipal Clerk