

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

January 12, 2015 6:00 PM
Assembly Chambers

I. ROLL CALL

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

HRC members present: Loren Jones, Karen Crane, Debbie White, Maria Gladziszewski

Other Assemblymembers present: Jerry Nankervis

Staff Present: Deputy Clerk Beth McEwen, City Attorney Amy Mead, Deputy Manager Rob Steedle, Finance Director Bob Bartholomew, Municipal Clerk Laurie Sica, Emergency Programs Manager Tom Mattice, Recreation Superintendent Myiia Whato, Lands Manager Greg Chaney, Port Director Carl Uchytel

Presenters: Local Emergency Planning Committee - Chair Dan Garcia; Juneau Affordable Housing Commission Vice-Chair Mandy O'Neal Cole.

II. APPROVAL OF AGENDA

Ms. McEwen noted that she will be providing an update on the status of liquor licenses when it comes to that point in the agenda.

III. APPROVAL OF MINUTES

A. November 10, 2014 Human Resources Committee Meeting Minutes

Ms. Crane moved approval of the minutes of the November 10, 2014 HRC meeting with corrections that she already provided to the Clerk. Hearing no objection, the minutes were approved with corrections.

B. December 10, 2014 Full Assembly as HRC Meeting Minutes

Hearing no objection, the minutes of the December 10, 2014 meeting of the Full Assembly sitting as the HRC 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. Local Emergency Planning Committee - Annual Report & Appointments

LEPC Chair Dan Garcia and Emergency Programs Manager Tom Mattice presented the LEPC annual report. In addition to Mr. Garcia and Mr. Mattice the following members of the LEPC were present in the audience: Michelle Brown, Joel Curtis, and Roger Rettig.

Mr. Mattice and Mr. Garcia gave a powerpoint presentation outlining the history, duties and responsibilities of the committee. Mr. Garcia said that during the past 4 to 5 years that he has served as Chair, the LEPC has grown quite a bit. He said many of the members serve on the committee as part of their employment positions while others serve as volunteers. There is a representation of members from across the community and it provides a great opportunity to network amongst the various response agencies.

In 2014 the Committee's governing legislation and bylaws were updated to include a voting and alternate seat on the committee for representation of Juneau's vulnerable populations. This brought the total seats on the committee to 22, which included 11 primary and 11 alternate seats. They have approximately 20 people in attendance at each of their meetings. There were a number of applications for the HRC to consider for the primary and alternate vulnerable population representative seats at this meeting.

They have also been working Capital City Fire and Rescue assessing local tank farms.

Discussion took place regarding the work of the LEPC with the Tier II hazardous materials reporting and public meetings. Mr. Mattice explained that the committee has petitioned the State of AK for the past three years to allow for online electronic submission of their Tier II reports and this past year, that system was implemented.

Ms. Crane asked about the new position shared with UAS and the avalanche plans and the role of the LEPC in reviewing plans and specifically the status of the Avalanche Plan. Mr. Mattice explained that the Memorandum of Agreement with the University was set up such that the new position, held by John Broker-Thomas, is paid for by the University but works under Mr. Mattice's position at CBJ. He said the position and work plan were jointly developed with UAS and a lot of what that position does benefits both CBJ and UAS and Mr. Broker-Thomas often provides services to both UAS and the Juneau School District. Mr. Mattice went on to explain that the Avalanche Plan is an annex to the CBJ Emergency Operations Plan and while a number of plans have been reviewed by the LEPC, the Avalanche Plan has not yet been reviewed by the committee.

Ms. Crane said she would like to see the plan again when Mr. Mattice had a chance to send her a copy.

The HRC members thanked the LEPC for its work and presenting its report.

MOTION by Ms. Crane to nominate the following to the LEPC seats to terms expiring December 31, 2017:

Seat 2: Ed Mercer
Seat 2a: David Campbell
Seat 3: Chad Cameron
Seat 4: Alison Brehmer
Seat 4a: Destiny Sargeant
Seat 5: Miguel Lopez
Seat 5a: Cheri Moyer
Seat 10: Paul Nowlin
Seat 10a: Joel Curtis
Seat 11: Pam Watts
Seat 11a: Jason Burke

Hearing no objection, the motion carried by unanimous consent.

2. Juneau Affordable Housing Commission - Annual Report & Appointments

Juneau Affordable Housing Commission (JAHC) Vice-Chair Mandy O'Neal Cole presented while JAHC members Norton Gregory, Margaret O'Neal, and Russ McDougal were also present.

Ms. O'Neal Cole highlighted the below portions of the annual report and the work the commission has been doing and is continuing to work on:

- The Housing Action Plan,
- The Accessory Apartment Incentive Grant Program,
- The Mobile Home Down Payment Loan Assistance Program, and
- The 2015 Housing Forum.

Ms. O'Neal Cole explained that the contractor has been hired for the Housing Action Plan and is presently working on identifying the needs of the community.

The commission decided that due to some snags they encountered, they re-worked the Accessory Apartment Incentive Program from a loan/incentive program into a grant program. rather than a low-interest loan. This program provides funding for 15 new units at the cost of \$5,000 each. A demonstration project was worked out and the commission is still working on this program. They hope to have the changes complete and ready to go through the Assembly Lands Committee in the next month or so.

Another program they are working on is the Mobile Home Down Payment Loan Assistance Program. Ms. Crane asked who was taking the lead on this program since they have been talking about it for awhile now. She asked if someone was tasked with finding a loan program that would work with this program. Margaret O'Neal said that Wayne Coogan and Lance Stevens had met with Alaska Housing Finance Corporation as well as meetings at which representatives from many of the banks in town as well as Kodzoff Mobile Home owner Chuck Cohen were present. They did do a survey to see how many additional units could come online with the parks and the need is there. The main roadblocks include short amortization schedules, high down payments required on loans with short maturity times and large balloon

payments. They have not been able to find a viable lender for the needs the program is trying to address.

Ms. O'Neal Cole explained that they will be participating in the 2015 Housing Forum. There had been a perception in community that builders and Community Development Department staff often clashed and that was somehow impeding building from occurring. The commission's hope is that these forums provide a communication conduit for beneficial working relationships. She said they were excited by the 200+ new units created this year and over the improvements in the past couple years. One of the challenges they often encounter is trying to get the message out in the community as to what they mean when they are referring to "affordable housing." She referred the HRC members to review the materials provided in the annual report under Appendices A and B to see the feedback from the 2014 Housing Forum and the 2014 Home Show respectively.

JAHc members answered questions from HRC members on various details mentioned in the annual report.

MOTION Ms. Crane to recommend the Assembly appoint Wayne Coogan, Russ McDougal, and Tamara Rowcroft to the Juneau Affordable Housing Commission to terms expiring January 31, 2018. Hearing no objection, the motion carried.

3. PRAC Replacement on the 1% for Art Selection Panel Cruise Berth (16B)/Seawalk Project

MOTION by Ms. Crane to recommend the Assembly approve the appointment of Josh Anderson to the Parks and Recreation Advisory Committee representative seat on the 1% for Art Selection Panel. Hearing no objection, the motion carried.

B. Liquor Licenses

1. Liquor License Mid-Cycle Protests of Continued Operations

Ms. McEwen noted that Finance Director Bob Bartholomew was present to answer any questions for Finance Staff. She reported that Sales Tax Administrator Clinton Singletary notified the Clerk's office that Jacobsen-Daniels LLC d/b/a Romeo's Tap Room has fulfilled the financial requirements and Finance staff withdrew its protest recommendation for the mid-cycle protest of the liquor license continuation. Also, Joan Deering d/b/a Paradise Cafe and Bakery has satisfied all the sales tax requirements and Finance staff withdrew its recommendation to protest that license. Ms. McEwen reported that earlier that day, the secondary partner of NYT, Inc. d/b/a Rendezvous contacted the Sales Tax office. They had not been aware of the issue as the partner who normally handles these matters had been out of town for a prolonged period of time. Mr. Singletary said he would like to maintain the protest, however they will be working with the company to bring them into compliance and will withdraw the protest once it has all been

resolved satisfactorily. Ms. McEwen said there was no response from Mr. Seong regarding the notice sent to them regarding this protest.

Ms. White asked if there was a specific dollar amount threshold that we look at when determining whether or not a protest is continued and forwarded to the ABC Board. Mr. Jones explained that the code provides us to protest when any amount is outstanding at the time it comes before the Assembly. In the case of Seong's license, this is the third time in a row that a protest has been recommended by staff and it has usually come down to the protest going forward to the ABC and either appealed or the amount has been paid and the protest withdrawn before the license is revoked.

MOTION by Ms. Crane to forward recommendations of protest of the continuation of the liquor licenses for Seong S. Kim d/b/a Seong's Sushi Bar & Chinese Takeout and NYT, Inc. d/b/a Rendezvous to the Assembly based on unfiled and/or outstanding Sales Tax returns and any associated penalties and interest owing. Hearing no objection, the protest recommendations will be forwarded to the Assembly for action.

C. Other Business

1. Treadwell Arena Task Force - Report to the Assembly

Mr. Jones explained that since the HRC would be the oversight committee if any advisory board was formed as a result of the report from the Treadwell Arena Task Force. He said if there were no objections from the HRC, he would like to bring this topic up at the January 14 Assembly retreat and ask that an ordinance be drafted up to create a Treadwell Arena Advisory Board. There being no objection, Mr. Jones will bring that up at the Assembly retreat.

2. RESOLUTION 2703: A Resolution of the City and Borough of Juneau in Support of the Addition of Port and Harbor Employees to the List of Employees Covered by Alaska Statute 12.55.135.

Port Director Carl Uchtyl explained that CBJ Docks & Harbors belongs to the Alaska Association of Harbormasters and Port Administrators and at a recent meeting of the Association, they provided a resolution encouraging municipalities to adopt a proclamation or resolution supporting a change to Alaska Statute that would allow greater protection to harbor employees similar to what peace officers and first responders have when dealing with the public. This request went through the Docks and Harbors Board and was being forwarded to the Assembly to request a resolution in support of this statutory change. Mr. Uchtyl explained that they are expecting other municipalities to adopt similar resolutions or proclamations. He said there have been documented cases where harbor employees who are similar to peace officers in their own rights, have challenging jobs that often require them to deal with harbor patrons. He said that if the proposed statutes were adopted, it would increase the penalties in the case of an Assault in the 4th Degree or Harassment in the 1st Degree.

Ms. Gladziszewski asked if there have been any cases in Juneau that he is concerned about. She also stated that if the employees were peace officers, they would already be covered, so she asked him to explain how these harbor employees might differ from parks employees and what that threshold might be in his mind.

Mr. Uchytel said that Docks and Harbors employees are not sworn officers. He read from the state statute which identifies peace officers, firefighters, correction employees, emergency medical technicians, paramedics, ambulance attendance, or other emergency responders or medical professions engaged in the performance of official duties. They are asking the state to include harbor employees in that list. As for incidents in Juneau, he said anecdotally he is aware of an altercation two Harbormasters ago involving a harbor patron wielding a 2x4 board. He said that the current Harbormaster Dave Bork is always sharing with him the confrontations that occur between current employees and harbor patrons. He said they are looking a little more authority to pursue standard sentencing guidelines.

Ms. Crane asked if they are talking about this applying to all harbor employees or just the harbormaster. Mr. Uchytel said it is written very generically and he is not sure what the legislature will end up implementing, whether it would apply to a harbor officer or others. He said that in CBJ language, the classification of a Harbor Officer is a staff member who has the authority to write a ticket. He said that also some of their front office admin. staff have shared with him some intimidation tactics that they have had to deal with. He said he doesn't want to misrepresent the seriousness of this concern but he has billing staff who have expressed safety concerns in carrying out their assigned duties.

Ms. Crane said that when she reads the list of the people this statute covers that those individuals have received training in dealing with this types of situations whereas the harbor staff may not have been trained to deal with these. She said she supposes the intimidation is the same but lots of people who work in public offices deal with very difficult people. She really is questioning whether to do this or not while at the same time having sympathy for people who do have to deal with these issues. Ms. Gladziszewski said she was also having similar thoughts and would think that perhaps there are other municipal employees who should be added so she would not be in favor of moving this forward without some additional research.

Mr. Jones said that when he reads the list it does not include the Community Service Officers (CSO's) and others who are writing tickets, nor the Park employees who are required to do enforcement such as out at Auke Lake. He said he is trying to figure out why harbor employees would be separate from Parks and Rec staff or CSOs. He said he is unsure what the legislature would do and this change would not change the criminal offense, but rather the minimum sentence that a judge might give.

Mr. Uchytel said he does not represent those other employees, he represents the Harbors/Port staff and the Alaska Association of Harbormasters and Port

Administrations so that is why he brought this before this body. He said that he does not disagree that there shouldn't be more severe penalties for harassment or assault of any employee acting in an official capacity.

The HRC did not choose to take any action on the proposed resolution.

IV. STAFF REPORTS

Ms. McEwen reported that there will be two opportunities for board training coming up at the end of February and more details will be sent out to Assemblymembers, Boardmembers, and Staff liaisons.

V. COMMITTEE MEMBER COMMENTS AND QUESTIONS

Ms. Gladyszewski noted that many Park Rangers are Peace Officers so she wanted to be sure that the HRC members were aware of that. Mr. Jones noted that CBJ Park Rangers are not Peace Officers.

Mr. Jones also noted that the HRC will hold a joint worksession with the Social Services Advisory Board (SSAB) on Thursday, January 15, 2015 at 5pm. He noted the packet for that meeting was in members' binders. He also noted that the SSAB is down to only four current members on the board. He asked HRC members to look the information over and begin thinking about how to better structure the SSAB to attract members who can serve on the board.

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Mr. Jones adjourned the meeting at 6:51p.m.