

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

February 13, 2017 5:30 PM
Chambers

I. ROLL CALL

Chairman Jones called the meeting to order at 5:29 p.m.

Members Present: Chair Loren Jones, Beth Weldon, Norton Gregory, Debbie White

Other Assemblymembers present: Jerry Nankervis, Jesse Kiehl

Staff Present: Deputy Clerk Beth McEwen, Library Director Robert Barr, Eaglecrest Manager Matt Lillard, and Port Director Carl Uchytel

II. APPROVAL OF AGENDA

The agenda was approved as presented.

III. APPROVAL OF MINUTES

Hearing no objection, the minutes of the January 9 and January 23, 2017 HRC meetings were approved.

A. January 9, 2017 Human Resources Committee Minutes
Approved

B. January 23, 2017 Special Assembly Human Resources Committee Minutes
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. Juneau Public Libraries Endowment Board - Annual Report

Public Library Director Robert Barr gave an overview of the Juneau Public Library Endowment Board work over the past year. They meet once a year to manage the endowments that have been given to the library. He explained the investments which are invested half in equity and half in bonds through the CBJ Treasury office. He stated that the board did not choose to make any major decisions made

at the last endowment meeting other than to wait and see if the Jensen-Olson Arboretum Advisory Board decides to change any of their options. The Library Endowment Board tends to look at the Arboretum Board for guidance; their funds are invested in the same funds as those invested by the Library Board.

Ms. Weldon had a question about the annual report reference pertaining to a TMAS door traffic report. Mr. Barr explained that was in reference to the door counter statistics Mendenhall Valley Library. Rather than counting each in and out number with one final lump sum given at the end of the day, that counter records traffic in fifteen minute intervals. He said the interesting thing they learned from the data was that there were two large spikes in the attendance at that library: the first spike being when the middle school students were released from school and the second spike was when the high school students were released.

2. Sister Cities Committee - Annual Report & Appointments

Sister Cities Committee (SCC) Co-Chair Susan Baxter said that rather than doing a traditional annual report this year, they provided a copy of a newly created brochure about CBJ's Sister Cities relationships as found in the HRC packet. The committee's intent is to share this with their more active sister cities.

Ms. Baxter went on to highlight the upcoming exchanges over the course of 2017 with Whitehorse, YK, CA which include the hockey tournament in the spring and Canada's 150 year birthday celebration on July 1, 2017. It is the committee's hope to have Sister Cities Committee members along with JPD and some Assemblymembers go to Whitehorse in July to help celebrate that milestone.

She said that the SCC sent invitations to Whitehorse and Kalibo to attend the Juneau Innovation Summit but no one was able to attend. She said that the SCC will try to plan further in advance for these annual events. She did explain that the committee has encountered difficulties in keeping in touch with our sister cities as every time there is an administration change, the contact information changes or is unknown. An example of this is that Vladivostok has had 3-4 temporary mayors over the past two years and the contact information changes each time.

Mr. Jones thanked the committee for its work and Ms. Baxter for providing the updates to the HRC.

There were two seats on the Sister Cities Committee for terms beginning immediately and expiring January 1, 2020 and the only applicants were the two incumbents Susan Baxter and Miranda McCarty.

MOTION by Ms. White to recommend the Assembly reappoint Susan Baxter and Miranda McCarty to terms on the Sister Cities Committee expiring January 1, 2020. *Hearing no objection, the motion carried.*

3. Fisheries Development Committee - Annual Report & Discussion re: Committee Continuation

Fisheries Development Committee (FDC) Chair Jim Becker came and

discussed the work of the FDC for the past year. The FDC has struggled over the past year to have meaningful work to work on and as such, has had very few meetings. Last year, they had requested their membership be changed from seven to five members which the Assembly did.

Mr. Becker said that the FDC has been tasked to advise the Assembly on matters relating to fisheries and most recently sent a letter to the Assembly advising them on a request for funding related to SEAL Trust lands. Other work the FDC has been involved with in the recent past has been shoreside fisheries, specifically the one on North Douglas and the other one located at Sheep Creek.

He said there have been some recent conflicts with the various user groups at the Sheep Creek hatchery area and he recommends that the various user groups would benefit from coming together to have discussions about the uses of that area and the necessary amenities that go with that such as parking, toilets, traffic, etc...

Mr. Becker said that Port Director Carl Uchtyl has attended many of the FDC meetings and it was suggested that the Docks & Harbors Board (D&H) might be willing to consider incorporating the FDC as an ad hoc D&H subcommittee. Mr. Becker said that there was an upcoming D&H subcommittee meeting scheduled later that same week and that they would be discussing that topic at that subcommittee meeting.

Mr. Jones asked Mr. Uchtyl to address the HRC about this possible transition. Mr. Uchtyl said he was not at liberty to speak on behalf of the board since it had not yet been before the board but that he thought this was a feasible concept. He did say that he has seen how hard it has been for the FDC to try to get a quorum to have meetings and that since they did not have momentum, it was hard to be active or influential as a group. He said that it would be of great benefit to have the commercial fishing industry involved more with the work of the D&H board and that in fact, it took quite a few years before a commercial fisherman was even appointed as a member of the D&H board. He said their D&H Operations subcommittee will be meeting that week and they can discuss this issue at that meeting.

Mr. Jones said in speaking with staff, the Docks & Harbors Board could create an ad hoc committee as long as at least one of the D&H boardmembers was on the committee and it would be appointed by the D&H Board and to make recommendations to that board. He suggested that the HRC could request the Law Dept. to draft a resolution to disestablish the FDC to be brought back to the HRC before it would be forwarded to the Assembly.

MOTION by Ms. White for the HRC to request Law Department to draft a resolution disestablishing the Fisheries Development Committee and for that draft resolution to be returned to the HRC prior to being forwarded to the Assembly for adoption. *Hearing no objection, the motion carried.*

4. Empowered Board Recruitment & Retention

Mr. Jones explained the Enterprise Board Appointment Process memo that he distributed at the January 9 and January 23 HRC meetings. He said when the full Assembly sits as the Human Resources Committee to interview applicants for the enterprise boards, there are often times questions that are asked regarding what types of skills the applicants are bringing in their potential service on a particular board.

His goal with this request is for each of the enterprise boards to work through a process, either with the City Manager's office, HRRM, or their own enterprise director, to look at what skills each board thinks would make their board productive. They would also be asked to look at what current members have those skills so that when a vacancy comes up, they will know what kind of skill(s) they are recruiting for. If those skills change, the board can let the Clerk/Assembly know for recruitment purposes.

Discussion took place regarding process. It was agreed by HRC that this would be in addition to the current recruitment/recommendation process. Mr. Jones said he would present an updated on this issue to the Assembly under the HRC report and he will work with the Clerk's staff to disseminate this out to the enterprise boards. He said, in light of all the current and upcoming work happen with respect to the budget, he does not intend to put a timeline on getting this back from the boards until later in the year.

B. Other Business

1. Eaglecrest Board Memo re: Alcohol Sales and Possession Approved

Mike Stanley, Chair of the Eaglecrest Board and Eaglecrest Director Matt Lillard presented to the HRC.

Mr. Stanley explained that the board has appointed Nate Abbot to serve as interim general manager once Matt Lillard leaves effective March 3 and until a permanent general manager is appointed. He said they have begun advertising for the general manager position and they are targeting July 1 by which to have a permanent appointment.

Mr. Stanley said that as far as the alcohol issues - there are two separate issues the board is requesting the Assembly to consider.

1) The first request is to expand the premises currently covered under Resolution 477 to allow for other Eaglecrest facilities other than just the day lodge when private parties are booked and have alcohol catering as part of their lease. Mr. Stanley explained that this is more of a housekeeping measure and would expand other locations at Eaglecrest such as the Eagle's Nest, Porcupine Lodge, as well as other potential future sites.

2) The second concept is new and was part of the Master Plan process in 2012.

This concept would be to allow for the Eaglecrest Board to lease a portion of its premises for the sales and consumption of alcohol similar to what is being done at the Airport or at Centennial Hall. They would contract with a licensed vendor who would then obtain all the necessary licenses and permits and would provide all the necessary staff with the required training and TAMS cards. Ms. Stanley said this is not intended to be a full on bar scene, but rather a place to be able to serve their clients. He said when they worked on the Master Plan, the survey taken showed showed strong support from Eaglecrest users but those who do not use Eaglecrest surveyed as being in opposition to this proposal.

Ms. Weldon thanked Matt for his service at Eaglecrest and wished him well in the future. She asked about having to separate the alcohol service areas from the rest of Eaglecrest and how they may propose doing that.

Mr. Stanley explained that it would be a requirement per the alcohol laws and that their board thought it could be fairly easily done in the mezzanine area and possibly also have a yurt/umbrella type of facility would be on the outside but close to the lodge.

Mr. Jones said that a lot of people were expressing concern about the long drive down. He has heard the counter arguments to that when folks say that everyone is already consuming alcohol in the parking lot as part of a tailgating activity. He said the current code section includes language that prohibits alcohol consumption in a CBJ parking lot and he asked if there were any comments from Eaglecrest staff or the board about that practice.

Ms. Stanley said that part of the idea the board has is that their proposal would be to help regulate that activity by bringing it inside where it would be in a more controlled environment. He said that as for the parking lot and current practice, they are not an enforcement entity and they don't go out and ticket those who are drinking in the parking lot. He did say that the board has not discussed that particular aspect with respect to the language in the resolution/ordinance.

MOTION by Mr. Gregory that the HRC ask the Attorney to draft an ordinance regarding alcohol consumption on an expanded Eaglecrest premises, not limiting it to just the day lodge, for special events as is currently found in Resolution 477. Also, to forward to the Assembly the question pertaining to alcohol sales at Eaglecrest and to bring that up at the COW. *Hearing no objection, the motion passed by unanimous consent.*

VI. STAFF REPORTS

A. HRC Scheduling Matters

One item to be considered is the recent vacancy on the Airport Board and that was for a member whose term would regularly end at the end of June 2017. In addition to that seat, there is one other seat on the Airport Board that will be coming up for term expiration as of June 30, 2107.

Also in June, there are three other boards for which the Full Assembly sitting as the

HRC would be interviewing applicants and those are the Eaglecrest Board, Docks & Harbors Board, and the Aquatics Board. He suggested that if the members wanted to meet in late April/early May sometime to just decide the appointments to the Airport Board, they could make the two appointments at that time, one to begin immediately and the other to begin July 1 and that would be one less board to deal with in June.

He said there have been additional COW meetings schedule and the upcoming budget cycle and he appreciates if members did not want to add many more additional meetings to those already on the calendar.

Members discussed the calendar and options and decided to schedule the following dates for the Full Assembly as HRC:

Monday, April 24 at 5:30 p.m. taking the place of the regular HRC meeting for the Full Assembly sitting as the HRC to interview applicants for the Airport Board only.

Wednesday, June 7 at 5:00 p.m. to interview applicants for the Aquatics, Eaglecrest, and Docks & Harbors Boards followed by a Special Assembly meeting for board appointments.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. EXECUTIVE SESSION

IX. ADJOURNMENT

There being no further action to come before the committee, the meeting was adjourned at 6:11 p.m.