

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

June 5, 2017 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

A. April 24, 2017 Assembly Human Resources Committee Minutes

IV. PUBLIC PARTICIPATION

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

V. AGENDA TOPICS

A. Board Matters

1. Bidding Review Board - Appointments

1 seat for a full term beginning immediately and expiring as of May 31, 2020.

2. Board of Equalization - Appointments

6 seats for various term beginning immediately and expiring as follows:

1 seat - expiring December 31, 2017,

2 seats - expiring December 31, 2018,

3 seats - expiring December 31, 2019.

3. Juneau Human Rights Commission - Annual Report & Appointments

2 seats for full terms beginning immediately and expiring May 31, 2020 and 1 seat for an unexpired term beginning immediately and expiring May 31, 2019.

Late additions as of June 2 - Annual Report and application from Haifa Sadighi

4. Treadwell Arena Advisory Board - Annual Report & Appointments

3 seats for full terms beginning immediately and expiring May 31, 2020.

5. Utility Advisory Board - Appointments

3 seats for full terms beginning immediately and expiring May 31, 2020.

6. Status of the Juneau Commission on Aging - HRC Chair Verbal Update

This will be a verbal report following the June 2, 2017 public discussion.

Documents following the June 2 meeting may be distributed to the HRC at the meeting of June 5.

Red Folder/Additional documents relating to the June 2 meeting.

- May 10 Public Discussion Meeting Materials
- Economic Development Plan Excerpts re: Building a Senior Economy

7. Status of the Fisheries Development Committee - HRC Chair Verbal Update
8. Status of the Friends of the Flag Committee - HRC Chair Verbal Update

B. Other Business

VI. STAFF REPORTS

- A. Report & Distribution of June 7 Special HRC meeting packet

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

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

April 24, 2017 6:00 PM
City Hall Conference Room #224
Full Assembly sitting as the Human Resources Committee

I. ROLL CALL

Chairman Loren Jones called the meeting to order at 6:01p.m.

Assemblymembers present: HRC Chair Loren Jones, Mayor Ken Koelsch, Deputy Mayor Jerry Nankervis, Mary Becker, Jesse Kiehl, Maria Gladyszewski, Debbie White, Beth Weldon, and Norton Gregory

Assemblymembers absent: none.

Staff present: Deputy Clerk Beth McEwen, Airport Manager Patty Wahto

II. APPROVAL OF AGENDA

Hearing no objection, the agenda was approved as presented.

III. APPROVAL OF MINUTES

A. April 3, 2017 Assembly Human Resources Committee Meeting Minutes

Ms. Becker had some minor grammatical corrections; hearing no objection, the minutes were approved with correction.

IV. AGENDA TOPICS

A. Board Matters

1. Interviewing Airport Board Applicants.

The Airport Board has two (2) open seats. One seat is that of incumbent Dennis Harris which will be for a term beginning July 1, 2017 and expiring June 30, 2020. The other seat is that which was vacated by Mal Menzies with a term expiring June 30, 2017. The Assembly can choose to appoint a member to the remainder of the current term plus the full three year subsequent term expiring June 30, 2020.

There were two applications received for the two above seats and the applicants are scheduled for interviews as follows:

6:00 Dennis Harris

6:10 Dennis Bedford

The committee interviewed applicants Dennis Harris and Dennis Bedford for the two open seats on the Juneau International Airport Board.

After the conclusion of the executive session at the end of the meeting, the following motion was made:

MOTION by Mr. Kiehl that the HRC recommend the appointment of Dennis Harris to the next full term beginning July 1, 2017 and expiring June 30, 2020 and the appointment of Dennis Bedford to the seat vacated by Malcolm Menzies for a term beginning immediately and expiring June 30, 2020. *Hearing no objection, the motion passed.*

2. Douglas Advisory Board - Appointment

There is one vacant seat on the Douglas Advisory Board for a term expiring September 30, 2018.

There was one open seat on the Douglas Advisory Board and two applicants: Teri Tibbett and Robert Sewell.

MOTION by Ms. White to recommend the appointment of Teri Tibbett to the Douglas Advisory Board for the term expiring September 30, 2018. Mr. Gregory objected and said he would prefer to see the appointment of Robert Sewell since Mr. Sewell has been so involved with the Douglas Island Neighbors association.

Members asked for clarification if this was open to all nine members voting or if the remainder of the HRC agenda was strictly for the four-member Assembly Human Resources Committee to vote upon. Ms. McEwen explained that since the agenda was noticed as the full Assembly sitting as the Human Resources Committee that all nine members are to vote on all items listed upon the agenda.

A roll call vote was taken on the motion to appoint Ms. Tibbett to the Douglas Advisory Board.

Ayes: Becker, Gladyszewski, Nankervis, White, and Jones

Nays: Gregory, Kiehl, Weldon, and Koelsch

MOTION CARRIED.

3. Friends of the Flag - Discussion re: Status of Committee

At the HRC meeting on August 22, 2016, Chair Jones noted that there were discussions going on with community groups about the possibility of a local community group taking over the oversight of the Friends of Flag Committee rather than CBJ. Mr. Jones will provide a verbal report to the committee on the status of those discussions. Your packets include copies of a number of documents relating to the history and the recent work of the committee.

Mr. Jones noted that Mayor Koelsch has been asking for the status on this. Mr. Jones explained that approximately a year and half ago, the HRC began discussing the Friends of the Flag Committee, the Hank Harmon Rifle Range and the 4th of July Committee. All three of those groups have resolutions establishing them as advisory groups to the Assembly.

He said that they wanted to deal with the Friends of the Flag Committee and historically they had requested to become a CBJ committee in order to be covered under the CBJ insurance policy. Mr. Jones noted that he has held several meetings with Judy Ripley, the City Attorney, and the Risk Management and City Manager staff about this and Ms. Ripley

determined that they could purchase their own insurance for approximately \$500. At that same time those meetings were taking place, they also determined that their committee membership was aging and they were having trouble getting people appointed to their board. He said that as a result of that, approximately 6 months ago, the Assembly appointed the members of the committee for the first time since the resolution was adopted.

He said that following those appointments, they continued to work on trying to get other community groups interested in sponsoring the committee rather than it falling under the CBJ board umbrella. He contacted Juneau Chamber of Commerce (JCC), a couple of the Rotary clubs in town. His understanding to date was that so far the Glacier Valley Rotary and the small Rotary group downtown have both said no. He said he has not heard back from the other two Rotary groups. Mr. Jones noted that during his last conversation with Friends of the Flag Committee members Bruce Botelho and Jim Carroll was that they were still trying to set up meetings with the other two Rotary Groups. He said that in the meantime until this is resolved any differently, the committee continues to be a CBJ board and is advisory to the Assembly and is covered by our insurance policy. He also noted that the flags will be going up on Sunday.

Mr. Jones noted that since this committee is still in the process of getting any changes to its governance, the HRC has not yet taken on Hank Harmon or the other committees similarly situated.

Mayor Koelsch asked if it would be necessary for another group to take the Friends of Flag Committee over. He said he was not looking for someone to take them over, but rather, he was looking to not having them as an advisory body to the Assembly. Mr. Jones said they are not an official non-profit group and they do not have any official tax status or other status as a group other than a group sanctioned by the Assembly. He said he has discussed that with Judy Ripley and she expressed that the committee's hope is that their task will be taken over by somebody that can recruit and get younger people involved. Mayor Koelsch said he would like to support the group with either a grant or somehow supporting the work they do financially but the last thing he wants to get the Assembly involved with is which flags go up where.

Additional discussion took place about other possibilities in which the following groups to be considered included JEDC, other Rotary Groups, and/or CBJ Parks and Recreation staff. Mr. Jones said he would keep working with the committee and reach out to some of these community groups to see if they would be willing to take this on.

B. Other Business

V. EXECUTIVE SESSION

A. Executive Session for Committee Deliberations on Board Appointments

MOTION by Mr. Kiehl to enter into discussion that may tend to prejudice the reputation and character of individuals, specifically the applicants for the Airport Board.

Hearing no comment from the public, the committee entered into Executive Session at 6:36 p.m.

The committee returned from Executive Session at 6:42p.m.

For final action, please refer to the motion under Airport Board earlier in the minutes.

VI. ADJOURNMENT

There being no further business to come before the committee, the meeting adjourned at 6:43p.m.

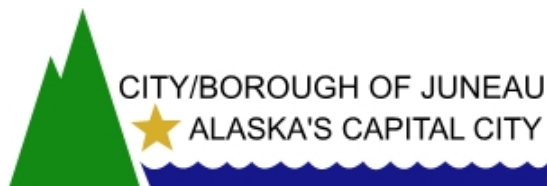
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BIDDING REVIEW BOARD

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Governing Legislation: CBJ Code Section 53.50
Total # of Seats: 5

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Reappointed 2	Reappointed 3	Reappointed 4	Comments
Yes	Bidding Review Board	Mr.	Paul	Nowlin	Public		5/18/2015	5/31/2017	5/18/2015					Seat formerly held by Fred Morino
Yes	Bidding Review Board	Mr.	Brad	Waldron	Public		7/11/2016	5/31/2019	7/11/2016				State of AK Dept. of Labor Procurement Officer	USCG Contracting Officer
Yes	Bidding Review Board	Mr.	Stephen	Sorensen	Public/Attorney		5/18/2015	5/31/2018	4/11/2012	5/18/2015				Attorney
Yes	Bidding Review Board	Mr.	John M.	Walsh	Public	Chair	5/18/2015	5/31/2018	3/1/2000	7/1/2003	9/1/2006	4/11/2012	5/18/2015	Self-Employed Lobbyist
Yes	Bidding Review Board	Mr.	Wallace "Sandy"	Williams	Public		5/18/2015	5/31/2018	4/11/2012	5/18/2015				Retired Civil Engineer
Yes	Bidding Review Board	Ms.	Laurie	Sica	Staff Liaison	Staff liaison	n/a	n/a	n/a					Clerk's Office provides Staff Support to all appeal boards
Yes	Bidding Review Board	Ms.	Beth	McEwen	Staff Liaison	Staff liaison	n/a	n/a	n/a					Clerk's Office provides Staff Support to all appeal boards
Yes	Bidding Review Board	Ms.	Renee	Loree	Staff Liaison	Staff liaison	n/a	n/a	n/a					Purchasing Officer



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Bidding Review Board Fact Sheet

Title: Bidding Review Board

Type of Board/Commission/Committee: Appeal

Affiliated Department: Finance

Status: Active

Governing Legislation:

-CBJ Code 53.50

-Bidding Review Board Hearing Procedures - Adopted April 1 2014

-Date Created: September 16, 1985

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The Bidding Review Board shall hear protests as provided by Chapter 53.50 of the CBJ Purchasing Code

Membership: The board is is made up of 5 persons. The Clerk's Office is currently recruiting applicants for one open seat for an unexpired term on the Board.

Officers: Chair

Quorum: 3

Term Limits: No member of the bidding review board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply: (1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or (2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

Annual Appointment Period (Annual Reports Due): May

Meetings: Meetings at the call of the Chair/Clerk's office when a protest is received.

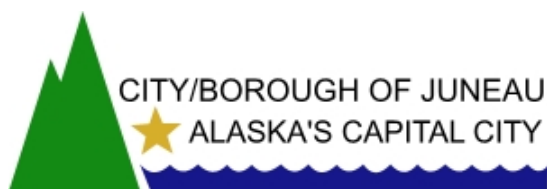
Special Facts:

Staff Contact: City Clerk's Office - 586-5278 - City_Clerk@ci.juneau.ak.us

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BOARD OF EQUALIZATION
Governing Legislation: CBJ 15.05.010-.260 AS 29.10.200(41); AS 29.45.800
Total # of Seats: 9 making up 3 panels of 3 members each

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Reappointed 1	Reappointed 2	Comments
Yes	Board of Equalization		Open Seat	Open Seat	Public			12/31/2017				Seat formerly held by Mike Boyer
Yes	Board of Equalization	Mr.	Steve	Moseley	Public		3/16/2015	12/31/2017	3/16/2015			
Yes	Board of Equalization		Open Seat	Open Seat	Public			12/31/2018				Seat formerly held by Pat Watt
Yes	Board of Equalization	Mr.	John	Gaguine	Public		3/4/2013	12/31/2015	4/2/2007	3/15/2010	3/4/2013	Retired Attorney (also serving on Sales Tax Board of Appeals); willing to continue to serve until a replacement is appointed
Yes	Board of Equalization	Mr.	Open Seat	Open Seat	Public			12/31/2018				seat formerly held by Ed Kalwara
Yes	Board of Equalization	Ms.	Barbara	Sheinberg	Public		5/2/2016	12/31/2018	5/2/2016			Originally appointed 4/7/2014, Stepped down upon appointment to Assembly District 1 seat 1/12/2016; Reappointed 5/2/2016
Yes	Board of Equalization	Mr.	David	Epstein	Public		3/16/2015	12/31/2017	4/2/2012	3/16/2015		Also serving on the Airport Board
Yes	Board of Equalization		Open Seat	Open Seat	Public			12/31/2016				
Yes	Board of Equalization	Mr.	Paul	Nowlin	Public		3/17/2014	12/31/2016	5/13/2013	3/17/2014		Also serving on the Bidding Review Board.
Yes	Board of Equalization	Ms.	Laurie	Sica	Staff Liaison	Staff liaison	n/a	n/a	n/a			Clerk's Office provides Staff Support to all appeal boards
Yes	Board of Equalization	Ms.	Beth	McEwen	Staff Liaison	Staff liaison	n/a	n/a	n/a			Clerk's Office provides Staff Support to all appeal boards



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Board of Equalization Fact Sheet

Title: Board of Equalization

Type of Board/Commission/Committee: Appeal

Affiliated Department: Finance

Status: Active

Governing Legislation:

-CBJ Code Section 15.05

-Date Created: January 30, 2006

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The Board of Equalization (BOE), acting in panels, shall only hear appeals for relief from an alleged error in valuation on properties brought before the board by an appellant. A panel hearing a case must first make a determination that an error in valuation has occurred. Following the determination of an error in valuation the panel may alter an assessment of property only if there is sufficient evidence of value in the record. Lacking sufficient evidence on the record the case shall be remanded to the assessor for reconsideration. A hearing by the board may be conducted only pursuant to an appeal filed by the owner of the property as to the particular property.

Membership: 15.05.185 Board of equalization. (a) Membership; duties; term of office; term limits. (1) Membership. The board of equalization shall comprise a pool of no less than six, and up to nine, members, not assembly members, appointed by the assembly. There shall be up to three panels established each year. Each panel hearing appeals shall consist of three members. The board chair shall assign members to a specific panel and schedule the panels for a calendar of hearing dates. The assignment of members to panels and the establishment of a hearing calendar shall be done in consultation with the individual members. Additionally, members may be asked to take the place of regular assigned panel members in the event an assigned panel member is unable to attend a scheduled meeting. (2) Qualifications of members. Members shall be appointed on the basis of their general business expertise and their knowledge or experience with quasi-judicial proceedings. General business expertise may include, but is not limited to, real and personal property appraisal, the real estate market, the personal property market, and other similar fields.

Officers: Board Chair + Presiding Officers (1 per panel)

Quorum: 3

Term Limits: None.

Annual Appointment Period (Annual Reports Due): December

Meetings: In accordance with CBJ Code Section 15.05

Special Facts: 15.05.185 Board of equalization... (d) Report to the assembly. The board, through its chair, shall submit an independent report to the assembly each year by September 15 identifying, at a minimum, the number of cases appealed, the number of cases scheduled to be heard by the board, the number of cases actually heard, the percentage of cases where an error of valuation was determined to exist, the number of cases remanded to the assessor for reconsideration, the number of cases resulting in the board altering a property assessment, and the net change to taxable property caused by board action. The report shall also include any comments and recommendations the board wishes to offer concerning changes to property assessment and appeals processes. (Serial No. 2005-51(c)(am), § 4, 1-30-2006)

Staff Contact: Municipal Clerk Laurie Sica - 586-0216 - Laurie_Sica@ci.juneau.ak.us

Website: <http://www.juneau.org/clerk/boards/BOE/2006-BOE.php>

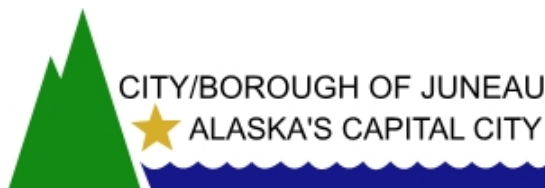
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Juneau Human Rights Commission

Governing Legislation:
Resolution 2738

Total # of Seats: 5 Public Seats

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Comments
Yes	Juneau Human Rights Commission	Ms.	Haifa	Sadighi	Public		8/11/2014	5/31/2017	2/11/2013	Assistant Principal at Floyd Dryden Middle School
Yes	Juneau Human Rights Commission	Mr.	Kyle	Schmitz	Public		4/11/2016	5/31/2018	4/11/2016	Property Manager: Coogan Alaska
Yes	Juneau Human Rights Commission	Ms.	Samantha	Weinstein	Public		2/8/2016	5/31/2017		Seat formerly held by Alavini Lata - Resigned effective 11/24/2015
Yes	Juneau Human Rights Commission	Ms.	Britta	Tonnessen	Public		6/13/2016	5/31/2018	6/13/2016	
Yes	Juneau Human Rights Commission		Open Seat	Open Seat	Public			5/31/2019		seat formerly held by Michael Scott



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Human Rights Commission Fact Sheet

Title: Juneau Human Rights Commission

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Clerk

Status: Active

Governing Legislation:

- Resolution 2738
- Resolution 2436 (Repealed 1-11-2016)
- The Universal Declaration of Human Rights
- Date Created: January 11, 1993
- Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The focus of the Juneau Human Rights Commission has changed over time and at this time their focus is on developing educational and informational programs designed to bring about the prevention and elimination of all forms of discrimination, to examine sources of tension, practices of discrimination, hate crimes, and acts of prejudice within the City and Borough of Juneau, and to advise the Assembly concerning solutions to specific problems of prejudice or discrimination, including hate crimes.

Membership: Resolution 2738 reduced the membership of the Commission from seven to five members.

Officers: Chair, Vice-Chair, Secretary

Quorum: 3

Term Limits: None.

Annual Appointment Period (Annual Reports Due): May

Meetings: For specific meeting dates/locations please refer to the CBJ Meeting Calendar at <http://www.juneau.org/calendar/index.php>

Special Facts: The Juneau Human Rights Commission was created in 1993 in response to the Alaska State Human Rights Commission Southeast Alaska component being disbanded. Its focus in the early years was as an advocacy and investigatory body. In the 2005-2007 period, the Juneau Human Rights Commission floundered due to lack of members and the inability to hold meetings due to lack of quorum. In 2007-2008 the Assembly, by adoption of Resolution 2436 on Feb. 11, 2008, recreated the commission removing the investigatory role and focusing its efforts on the community education aspect and its advisory role to the Assembly.

Staff Contact: Municipal Clerks Office - 586-5278 - City_Clerk@ci.juneau.ak.us

Website: http://www.juneau.org/clerk/boards/Human_Rights_Commission/Juneau_Human_Rights_Commission.php

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Juneau Human Rights Commission (JHRC) 2016-17 Annual Report

- I. Overall:
 - a. Since the JHRC membership turned over in April 2016, the Commission is working on finding out what we do, how we do it, and where to draw the line. In time, members hope JHRC becomes a bigger player in educating the community.
 - b. Historically, meetings have been held once monthly and suspended during the summer tourist season. Since August, JHRC members have been scheduling bi-weekly meetings to catch up on understanding JHRC programs.
- II. Developing Educational Informational Program
 - a. The Commission dedicated significant time to develop an art project called *Got Rights: Justice Here, There, & Everywhere*. The project focuses on teaching middle school students about the Human Rights Declaration through music and art. The project will culminate the week of May 27th, 2017.
 - b. The artwork will be made on posters to be displayed on a banner at public events.
 - c. With a program developed this school year, the Commission can more easily contact schools and promote it for a new class next year.
- III. Promote Harmonious Relationships
 - a. The Commission connected with Juneau People for Peace and Justice (JPPJ) during the beginning of 2017. This collaboration regarded suggesting to the Assembly that it move forward a “Sanctuary City” or safe-place status for Juneau. JPPJ attended multiple meetings and a commission member also attended a JPPJ meeting to learn more about their work.
 - b. The Commission worked with University of Alaska Southeast for the “Power and Privilege” forum. Two members presented on the work that the JHRC does in the community and the power that Human Rights can have in a municipal setting. We disseminated materials and gave a multi-media presentation.
- IV. Examine Sources of Tension & Discrimination
 - a. The Commission worked with the Juneau Assembly during the summer of 2016 on the final draft of an Anti-Discrimination ordinance that passed. The JHRC wrote a statement of support for the ordinance and presented it during testimony with the permission of the Assembly.
 - b. The JHRC wrote a statement on the President’s Middle East travel ban.
- V. Advise Assembly on Solution to Problems of Prejudice, Discrimination, etc.
 - a. The JHRC wrote a statement to the Assembly regarding homeless camping ordinance 2016-44.
- VI. What the Commission plans to do in the future:
 - a. Invite a speaker to Juneau to speak/hold a workshop on human rights.
 - b. Continue the middle school human rights project discussed above.
 - c. Create a calendar of events in which JHRC could collaborate or support with supplementary materials or information related to human rights.

Attendance at Meetings:

April 25, 2016	Samantha Weinstein, Haifa Sadighi, Michael Scott
May 23, 2016	Samantha Weinstein, Haifa Sadighi, Michael Scott
August 8, 2016	Samantha Weinstein, Haifa Sadighi, Michael Scott, Britta Tonnessen, Kyle Schmitz
August 29, 2016	Samantha Weinstein, Haifa Sadighi, Kyle Schmitz
September 12, 2016	Haifa Sadighi, Samantha Weinstein, Kyle Schmitz, Michael Scott
September 26, 2016	Haifa Sadighi, Samantha Weinstein, Britta Tonnessen
October 10, 2016	Haifa Sadighi, Samantha Weinstein, Britta Tonnessen
November 21, 2016	Haifa Sadighi, Samantha Weinstein, Britta Tonnessen
December 12, 2016	Haifa Sadighi, Britta Tonnessen, Kyle Schmitz, Michael Scott
January 17, 2017	Haifa Sadighi, Samantha Weinstein, Britta Tonnessen
January 31, 2017	Haifa Sadighi, Samantha Weinstein (telephonic), Britta Tonnessen, Kyle Schmitz
February 13, 2017	Haifa Sadighi, Samantha Weinstein, Britta Tonnessen, Kyle Schmitz
February 27, 2017	Haifa Sadighi, Samantha Weinstein, Kyle Schmitz, Michael Scott
March 28, 2017	Haifa Sadighi, Samantha Weinstein, Kyle Schmitz
April 24, 2017	Haifa Sadighi, Kyle Schmitz, Britta Tonnessen
May 9, 2017	Haifa Sadighi, Samantha Weinstein (telephonic), Kyle Schmitz

TREADWELL ARENA ADVISORY BOARD

Annual Report, May 2017

EXECUTIVE SUMMARY

In April 2015, the Juneau Assembly approved an ordinance that created the Treadwell Arena Advisory Board (TAAB).

Per ordinance 2015-18 (am), the Assembly tasked the TAAB with drafting an initial report examining various segments of the Treadwell Arena's operations, including financial performance, marketing, and facility usage. This initial report was provided to the Assembly in May 2016, in accordance with the deadline set forth in the ordinance.

In addition to the initial report, the ordinance requires the TAAB to produce an annual report covering a minimum of five topics:

1. Ways to market Treadwell Arena to increase the number of users now and into the future.
2. Identification of barriers in CBJ Code that could hinder marketing efforts related to advertising, fundraising, concession sales, and naming rights.
3. Methods to establish better and clearer relationships with user groups and the public to gain ideas for increasing users and revenues.
4. A review of rink operational standards in order to assist in identifying areas in which operational efficiencies may be increased.
5. A review of ice scheduling and allocation of rink resources in order to assist in ensuring equity in opportunity and support for a diversity of community rink users.

These topics and more are addressed in this annual report.

Overall, the TAAB has found that the Treadwell Arena is operating in such a manner that encourages growth and diversity among multiple user groups, increases cost recovery, and addresses the needs of current users. The Treadwell Arena management and staff continue to do an excellent job to realize innovative ideas and take feedback to continually improve rink operations.

1. WAYS TO MARKET TREADWELL ARENA

Treadwell Arena management has used a variety of methods to reach out to new users over the past year:

- a. A new program that allows third grade students to skate all year for free was created. The idea is to provide children an experience at the rink that will encourage their future participation in paid activities.
- b. Various marketing efforts, from radio time promoting user groups like figure skating and hockey, to email blasts to users advertising rink events.
- c. Targeted outreach to the University of Alaska – Southeast (UAS). As new students come to Juneau to attend university, exposing them to activities at Treadwell Arena presents new recreational and social opportunities.
- d. Many advertisers recruited for Treadwell Arena have rented ice time for various types of employee and client events. There are thoughts of developing a more formal program combining ice rental opportunities or another perk with rink advertisement.

2. BARRIERS IN CBJ CODE THAT COULD HINDER MARKETING EFFORTS

The TAAB has identified two possible hindrances, though they may not be specifically tied to CBJ Code:

- a. As a revenue generator, the Treadwell Arena makes space available along the interior dasher boards of the rink to businesses who wish to use it for advertisements. The current understanding of CBJ policy is that businesses whose primary line of business is alcohol sales, such as bars or liquor stores, are prohibited from purchasing this advertising space. This excludes a sector of businesses who may otherwise be interested in purchasing advertising space at the rink and contributing to the Treadwell Arena's revenue. This policy is ambiguous and in the past, the directive given to Treadwell was that no business selling alcohol, even if it was not the primary line of business, could advertise. We recommend the assembly create a clear written directive on this subject.
- b. While various user groups have been successful in obtaining vending and/or alcohol permits at Treadwell Arena for specific events, the process for obtaining these permits would benefit from simplification and standardization. As it currently exists, user groups are subjected to changing requirements, standards, and an overall difficulty in obtaining permits. A standard, publicly available checklist of what is needed for various permits and a clear description of the process would benefit multiple groups.

3. ESTABLISHING BETTER & CLEARER RELATIONSHIPS

The TAAB found several opportunities that fell within this topic:

- a. While the Treadwell Arena filled the “prime” advertising space along the rink's dasher boards, which is the space most visible from the viewing areas at the rink, much of the “non-prime” space remains available. Whether through a review of pricing for “non-prime” space, consideration of

otherwise excluded businesses, or some combination thereof, filling this space would increase revenue and possibly users with an increase in sponsors and associated events.

- b. As mentioned previously, targeted outreach to UAS has occurred over the past year. This not only markets the Treadwell Arena as a destination for recreational and social activities, but is building a relationship with UAS as a source for new users.
- c. Treadwell Arena hosted several events in FY16, such as a fundraiser for AWARE (Aiding Women in Abuse & Rape Emergencies), that build strong community ties.
- d. The TAAB itself, with a central email address provided by CBJ in December of 2016 and bulletin board at the Treadwell Arena, provides an easy way for user groups to feel more connected to the rink and see their feedback realized.
- e. The TAAB and Treadwell Arena management simplified the user group rental agreement, clarifying the process going forward and improving relations between the Treadwell Arena and the groups as well as between the user groups themselves.
- f. Treadwell Arena management has provided a higher level of user group information to staff, resulting in an improvement in how staff interact with various user groups.

4. REVIEW OF RINK OPERATIONAL STANDARDS

Throughout the past year, the TAAB met regularly and received updates on Treadwell Arena's financial status, ongoing improvements, ideas for future improvements, mechanical & structural aspects of the arena & communication with user groups. Among these topics TAAB found few opportunities for further improvement, which is a testament to the excellent job that both Lauren Anderson as the manager and her staff are doing. While some opportunities were identified, they are simply improvements upon already-improved processes:

- a. As mentioned, a clearer rental agreement was necessary. Changes were identified, agreed upon, and will be implemented. As the new rental agreement is put into place this coming year, it is likely that it will continue to be improved over time based on use.
- b. In response to public input the Treadwell Arena management implemented a uniform public session season pass. In the past, there were different types of season passes unique to the type of ice activity. By standardizing these passes into a single uniform pass, operational efficiencies have been realized.
- c. An opportunity around ice resurfacers was identified. These pieces of propane-powered equipment are used after ice activities to ensure the ice is in good condition for the next set of users and are essential to any ice rink. Treadwell Arena owns two ice resurfacers, both purchased used and refurbished. One of these resurfacers has been out of service on a long-term basis due to various parts and motor issues, leaving just one reliable resurfacer available. If and when this lone resurfacer has a problem, it can cause delays and/or cancelations of ice activities. A reliable backup resurfacer would lead to lower risk and higher efficiencies.

5. REVIEW OF ICE SCHEDULING AND ALLOCATION OF RINK RESOURCES

The TAAB identified several ongoing processes that touch on this topic, some of which have already been discussed:

- a. The new public session season pass encourages harmony among users by eliminating any cost differences between the various passes that existed before. With one consistent price, cost equity is achieved.
- b. The new user group rental process provides a clear, transparent methodology that allows all user groups the same level of access to Treadwell Arena ice time.
- c. A new “family skate” session has been added as a regular activity in response to observations and feedback received from users.
- d. Last year, the early closure of the Treadwell Arena led to lost revenue for a major user group who had previously relied on the final weeks of availability for their program. This year’s schedule was created considering that user group’s needs, ensuring more equitable treatment of all user groups.
- e. A new “after school skate” session was added, which brings in users from several youth programs – ORCA, Zach Gordon Youth Center, REACH, and Juneau Youth Services. This encourages diversity among Treadwell Arena users.

6. OTHER TAAB FINDINGS

While Ordinance 2015-18 (am) requires the TAAB to address the previous five topics as a minimum, there were several additional items the TAAB wished to include as part of this year’s annual report:

- a. Lighting in the Treadwell Arena parking area was identified as a concern by the TAAB as a safety concern. Quotes for installing lighting in the parking area were obtained by Treadwell Arena and installation will likely occur this year.
- b. The TAAB provided input on the CBJ Parks & Recreation Master Plan independent of individual or user group-specific input. The Master Plan will be a point of reference going forward in terms of overall direction taken by the CBJ.
- c. While occurring during the initial year of the TAAB, the installation of a cellular signal booster, wireless internet, and GCI TurboZone at Treadwell Arena has improved user experiences.
- d. Additionally, simple fixes such as the relocation of thermostats and the installation of new door handles have improved the overall energy efficiency of Treadwell Arena, saving money.

CONCLUSION

The TAAB finds that Treadwell Arena is operating efficiently and in a way that encourages identifying further efficiencies and taking action to realize those efficiencies. Last year's initial report showed Treadwell Arena's cost recovery at 63%. The most recent year included a major planned improvement as well as a major unplanned repair and still the cost recovery was over 61%. Barring these two expenditures, Treadwell Arena's cost recovery would have shown an increase to 64%. This is an indication of the continual effort being put into how Treadwell Arena is managed and operated by its staff.

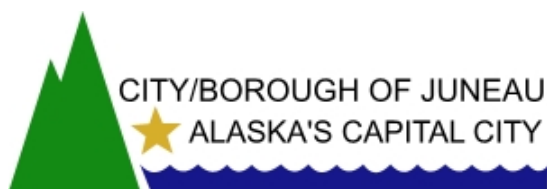
While many of the improvements were identified and implemented by Treadwell Arena management and staff independent of the TAAB, the TAAB provided a platform for user feedback that was directly led to other improvements. For this reason, the TAAB feels that it can provide value to both the users of Treadwell Arena as well as to Treadwell Arena management and should continue as a CBJ board.

Treadwell Arena Advisory Board

Governing Legislation: Ordinance 2015-18

Total # of seats - 7 Public Seats + 1 PRAC Liaison; See Ordinance 2015-18 for membership qualifications.

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Comments
Yes	Treadwell Arena Advisory Board	Mr.	Miles	Brookes	Public		6/1/2016	5/31/2019	5/23/2016	
Yes	Treadwell Arena Advisory Board	Mr.	Jason	Soza	Adult Hockey Board Member		6/8/2015	5/31/2017	6/8/2015	President - Juneau Adult Hockey Association (JAHA)
Yes	Treadwell Arena Advisory Board	Ms.	Patty	Collins	Figure Skating Board Member		6/8/2015	5/31/2017	6/8/2015	Secretary of Juneau Skating Club (figure skating); Did not wish to apply for reappointment.
Yes	Treadwell Arena Advisory Board	Ms.	Molly	McCormick	Public		6/8/2015	5/31/2018	6/8/2015	2 sons play on JDHS Hockey Team
Yes	Treadwell Arena Advisory Board	Ms.	Elizabeth	Balstad	Public		6/8/2015	5/31/2018	6/8/2015	Past JSC board member but not currently serving on any board.
Yes	Treadwell Arena Advisory Board	Mr.	Bret	Connell	Public		8/17/2015	5/31/2017	8/17/2015	JAHA participant
Yes	Treadwell Arena Advisory Board	Mr.	Taylor	Horne	Public		8/17/2015	5/31/2018	8/17/2015	Player in Juneau Adult Hockey Assoc.
Yes	Treadwell Arena Advisory Board	Mr.	Chris	Mertl	PRAC Liaison			n/a		Parks & Recreation Advisory Committee Liaison
Yes	Treadwell Arena Advisory Board	Mr.	Kirk	Duncan	Parks & Rec. Staff Liaison	Parks & Rec. Director		n/a		Parks & Rec. Staff Liaison
Yes	Treadwell Arena Advisory Board	Ms.	Lauren	Anderson	Parks & Rec. Staff Liaison	Ice Rink Manager		n/a		Parks & Rec. Staff Liaison



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Treadwell Arena Advisory Board Fact Sheet

Title: Treadwell Arena Advisory Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Parks and Recreation

Status: Active

Governing Legislation:

-Ordinance 2015-18(am)

-Date Created: April 06, 2015

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: Section 4. Treadwell Arena Advisory Board Purpose. A. The Treadwell Advisory Board shall, in consultation with the Treadwell Arena Manager, report to the Assembly Committee of the Whole on an annual basis on issues relating to the Treadwell Ice Arena. The Board's report shall address, at a minimum, the following: 1. Ways to market Treadwell Arena to increase the number of users now and into the future; 2. Identification of barriers in CBJ Code that could hinder marketing efforts related to advertising, fundraising, concession sales and naming rights; 3. Methods to establish better and clearer relationships with user groups and the public to gain ideas for increasing users and revenues; 4. A review of rink operational standards in order to assist in identifying areas in which operational efficiencies may be increased; and 5. A review of ice scheduling and allocation of rink resources in order to assist in ensuring equity in opportunity and support for a diversity of community rink users.

Membership: Section 3. Membership Qualifications. The Board shall be comprised of seven voting members appointed from the general public, and one liaison from the Parks and Recreation Advisory Committee. The liaison shall not have the power to vote and shall not be counted in determining whether a quorum of the Board is present. Members shall be appointed to staggered three-year terms. To the extent practicable, at least one member shall have professional marketing experience. No more than three members shall be employees or board members, or the immediate family member of any employee or board member, of any organization that provides activities at the Treadwell Ice Arena.

Officers: Section 6. Officers, Meetings, Quorum. In accordance with the Advisory Board Rules of Procedure, the Board shall select its own officers, and shall hold regular meetings on a schedule established by the Board, as well as such special meetings as required to conduct business.

Quorum: 4

Term Limits: None.

Annual Appointment Period (Annual Reports Due): June

Meetings: To be determined.

Special Facts: B. Initial report. The Board's initial report to the Assembly shall be due no later than May 1, 2016. In addition to the information outlined above, the initial report shall include findings on the following: 1. Has the number of users increased? 2. Have revenues increased? 3. Have revenue streams diversified? 4. Has the cost recovery continued at 50% or greater? 5. Have operational cost savings measures been implemented or identified? 6. Has a marketing strategy been developed? 7. Has a user group feedback system been developed?

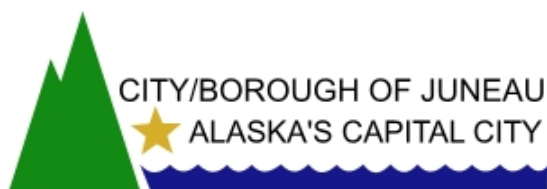
Staff Contact: Kirk Duncan, Parks & Recreation Director - 586-5226 - Kirk.Duncan@juneau.org

Website: <http://www.juneau.org/parkrec/>

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UTILITY ADVISORY BOARD
Governing Legislation: Res. 2299
Total # of seats - 7: 1 Engineer, 1 Accountant, 1 Contractor, 2 Commercial Customers, 1 Residential Customer, 1 Public

Active Member or Liaison	Board Membership	Title	First Name	Last Name	Type of Seat	Office Held	Current Term Begins	Term Expires	Appointment Date	Re-appointed 1	Re-appointed 2	Re-appointed 3	Reappointed 4	Comments
Yes	Utility Advisory Board	Mr.	Bryan	Farrell	AEL&P/Mechanical Engineer		11/9/2015	5/31/2019	11/9/2015	11/9/2015				Appointed to remainder of current term ending 5/31/16 and full 3-year term expiring 5/31/2019
Yes	Utility	Mr.	Leon	Vance	Attorney		6/1/2016	5/31/2019	4/1/2005	6/23/2008	5/19/2010	5/13/2013	5/23/2016	Attorney at Faulkner
Yes	Utility Advisory Board	Mr.	Geoffrey	Larson	Large Commercial User	Vice-Chair	6/1/2015	5/31/2018	4/1/2005	6/1/2006	6/11/2009	6/4/2012	6/8/2015	Owner - Alaskan Brewery
Yes	Utility Advisory Board	Mr.	Andrew	Campbell	General Public		5/23/2016	5/31/2018	5/23/2016					Also serves on Wetlands Review Board; Self-employed General
Yes	Utility Advisory Board	Mr.	David	Hanna			8/25/2014	5/31/2017						Current member of Affordable Housing Commission. Applying for the Eaglecrest Board so did not wish to apply for
Yes	Utility Advisory	Ms.	Janet	Hall-Schempf	Retired State Habitat Biologist		8/25/2014	5/31/2017	4/1/2005	6/23/2008	7/11/2011	8/25/2014		
Yes	Utility	Mr.	Grant	Ritter	General Public		1/27/2014	5/31/2017	1/27/2014					
Yes	Utility Advisory Board	Mr.	Roger	Healey	Public Works/Engineering Director	staff liaison	n/a	n/a	n/a					Public Works/Engineering Director
Yes	Utility Advisory	Ms.	Samantha	Stougterger	staff	staff liaison	n/a	n/a	n/a					Wastewater Superintendent
Yes	Utility	Ms.	Holly	Kveum	staff	staff	n/a	n/a	n/a					PW/E Admin. Assist.



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Utility Advisory Board Fact Sheet

Title: Utility Advisory Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Public Works

Status: Active

Governing Legislation:

-Resolution 2299

-Date Created: February 28, 2005

-Sunset Date: N/A

To reference the general rules of procedure and informational booklet for all boards, please see the documents available on the [General Board Information page](#).

Description: The purpose of the Utility Advisory Board is to advise the Assembly on issues relating to water and wastewater utilities. The board is encouraged to gather relevant information from all sources available, and hold public hearings as necessary on issues under review, and to report to the Assembly on an annual basis, at a minimum, concerning the status of water and wastewater utility issues as follows: (a.) Review and make recommendations to the Assembly and Manager on all matters pertaining to the operation of the water system and the wastewater system, to the end that the consuming public is provided with the best possible service consistent with good utility management and cost containment; (b) Review annual budgets and funding plans and make recommendations for the efficient and economical operation of the water system and the wastewater system including bond issues, staffing, fiscal matters, and public relations; (c) Make recommendations on long-range planning for system expansion replacement, and priorities to meet future needs of the water and wastewater systems; (d) Make recommendations on water and wastewater utility rates to ensure that the rates are equitable and sufficient to pay for operation, maintenance, debt reduction, system replacement, and utility reserves necessary to ensure sustainable public utilities; (e) Make recommendations on measures to increase the efficiency and cost effectiveness of the water and wastewater utility operations; and (f) Perform such other duties and functions related to the utilities as the Assembly or Manager may request.

Membership: Section 2. Membership, Qualifications. To the extent practicable, appointments shall be made as follows: one engineer registered in the State of Alaska, preferably with training and experience in water, wastewater, and/or utility systems design and operation; one accountant, preferably experienced with utility financial management practices; one general contractor, preferably experienced in the construction of water and/or wastewater utility systems; two commercial customers of the City and Borough water and/or wastewater utility; one residential customer of the City and Borough water and/or wastewater utility; and one member of the general public.

Officers: Chair, Vice Chair

Quorum: 4

Term Limits: None

Annual Appointment Period (Annual Reports Due): May

Meetings: Meetings held on the 2nd Thursday of each month at 5:15pm in the Mendenhall Wastewater Treatment Plant at 2009 Radcliffe Road.

Special Facts: In 2004 Mayor Botelho established the Ad Hoc Utility Advisory Board with the purpose of making recommendations to the Assembly and Manager concerning operation and management policies of the municipally-owned utilities, specifically Water Utility and Wastewater Utility. As a result the ad hoc board presented a report to the Assembly which included a recommendation to creating a full time utility advisory board and hence the Utility Advisory Board was established by Resolution 2299.

Staff Contact: Roger Healy - 907-586-0800 - Roger.Healy@juneau.org

Website: <http://www.juneau.org/pubworks/>

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PUBLIC MEETING

Discussion re: the future of the Juneau Commission on Aging

***Wednesday, May 10, 2017, 1:30pm
City Hall Conference Room #237***

Facilitated by Assembly Human Resources Committee Chair Loren Jones
and Municipal Clerk Staff Laurie Sica and Beth McEwen.

Agenda Topics

- I. Call to Order – Loren Jones
- II. Welcome & Introductions
- III. Discussion on the Juneau Commission on Aging
 - A. Current status
 - B. Options for the future
- IV. Next Steps
- V. Adjournment

Resource Materials attached:

- Resolution 2279: *A Resolution Changing the Age Requirement for Service on the Commission on Aging, Making Other Minor Changes to the Commission's Charge, and Repealing Resolution Serial No. 1121am.*
- Juneau Commission on Aging 2015-2016 Annual Report, June 8, 2016
- Juneau Commission on Aging 2016-2017 Planning Report, January 11, 2016
- July 1, 2015 Suggested Changes Draft from Former JCOA member Pat Watt
- Sept. 10, 2015 JCOA Letter to Mayor Sanford requesting Assembly Liaison

Presented by: The Manager
Introduced: 05/09/2005
Drafted by: J.W. Hartle

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2279

A Resolution Changing the Age Requirement for Service on the Commission on Aging, Making Other Minor Changes to the Commission's Charge, and Repealing Resolution Serial No. 1121am.

WHEREAS, the Commission on Aging serves as an effective forum for addressing issues relating to aging in Juneau; and

WHEREAS, the Commission on Aging has requested a change in the age requirements for membership on the Commission, and other minor changes to its charge.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. That there is established the Juneau Commission on Aging which shall consist of seven members who shall be appointed by the Assembly for three year staggered terms beginning on June 1, except those first appointed shall be for terms of one, two, and three years as designated by the Assembly. At least four members shall be 65 years of age and three may be 55 years of age or older.

Section 2. That the powers and duties of the Juneau Commission on Aging may include but not necessarily be limited to the following:

- (a) To promote programs which benefit and/or enhance health, safety, and welfare of senior citizens.
- (b) To promote maximum senior citizen participation in planning, development, operation and maintenance of facilities, services and programs designed to serve senior citizens principally.

- (c) To serve as a focal point for coordination of senior citizen functions among the several committees, subcommittees, task groups, city manager, and the Assembly of the City and Borough of Juneau.
- (d) To review and make recommendations upon plans, programs, budgets, staff, property and support facilities, management functions, contractual relationships affecting the senior citizens of Juneau and report findings directly to the Assembly.
- (e) To formulate and recommend to the Assembly a comprehensive areawide plan that identifies the concerns and needs of older Juneauites.
- (f) To collect facts and statistics, and make studies of conditions and problems pertaining to the employment, health, financial security, social welfare, and other concerns that bear upon the well-being of older Juneauites.
- (g) To make recommendations to the Assembly on establishment of special committees and/or task groups to meet both official and voluntary needs for coordination of functions with the Juneau Senior Center; Valley Senior Center; Alaska Housing Finance Corporation (AHFC); Alaska Commission on Aging (ACOA); Alaska Department of Commerce, Community and Economic Development; Alaska Department of Health and Social Services, Division of Senior and Disability Services; AARP; Retired Public Employees of Alaska (RPEA); National Association of Retired Federal Employees (NARFE) and similar groups.

Section 3. The Commission shall select its own officers, and shall hold regular meetings on a schedule established by the Commission as well as such special meetings as required to conduct business.

Section 4. The Manager or his designee shall provide such staff support and assistance for the Commission to the extent funds are available for such support.

Section 5. Resolution Serial No. 1121am is repealed.

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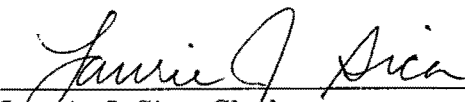
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Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 9th day of May, 2005.


Bruce Botelho, Mayor

Attest:


Laurie J. Sica, Clerk

Juneau Commission on Aging Annual Report 2015 – 2016

Purpose and Goals. The Juneau Commission on Aging aims to promote the awareness of Juneau’s changing demographic composition as the proportion of seniors grows at an unprecedented pace; to highlight the role of seniors as a welcome social and economic resource for the Juneau community; and to advise the Assembly on how it can assist in improving local seniors’ quality of life.

At a January 2016 day-long board retreat, the JCOA adopted a mission statement as follows: “The Juneau Commission on Aging’s mission is to promote elders’ well-being, safety, and respect by connecting them with community resources and activities.”

With that mission in mind, the JCOA set priority goals for 2016:

- Providing access to information to and from elders
- Focusing on senior hunger and access to food
- Adopting the SMART 9-1-1 system for CBJ first responders
- Promoting the local senior economy
- Increasing community awareness of the JCOA

The group also supports several additional goals:

- Development of assisted living in Juneau
- Improving transportation for seniors
- Development of lifelong learning opportunities

Membership. At the end of this reporting year, in June 2016, our membership consisted of the following individuals:

MaryAnn VandeCastle, Chair

**Brynn Keith, Vice Chair

Pat Watt, Secretary

Mary Lou Spartz

**Eileen Hosey

**Ric Iannolino

**Carol Trebian

** = new member this year

Meetings. The Commission met monthly, on the second Thursday of the month, with the exception of a summer hiatus during the month of July. Meetings are held at the Juneau Senior Center and usually feature a speaker who shares information about a topic of interest to Juneau seniors, though members have requested that every third or fourth meeting be reserved as a working meeting to ensure adequate attention to our goals. Attendance by the public this year has been sparse.

We welcomed a wide variety of meeting guests this year, addressing a range of topics of importance to seniors. Our speakers included the director of case management at Bartlett Hospital, discussing hospital discharge planning and the need for advance planning with regard to illness, incapacity, and end of life; the City attorney, who helped us clear up some confusion about the application of the Open Meetings Act to our group; Rep. Sam Kito and Rep. Cathy Munoz, who filled us in on upcoming legislative issues that could impact seniors; Alaska Commission on Aging member Marie Darlin and planner Lesley Thompson, who informed us of budget issues for senior safety net programs and services; Le Florendo, Tlingit & Haida elders program coordinator, who agreed to facilitate our board retreat and joined us to discuss our agenda; CBJ finance director Bob Bartholomew and CBJ Sales Tax Administrator Clinton Singletary, who summarized for us the changes in the senior sales tax exemption scheduled to take effect in January of 2016; Conor Bell, Alaska Dept. of Labor economist, who gave us an enlightening overview of how seniors impact and are impacted by Alaska's and Juneau's economy; Jonathan Lange, CBJ planner, who updated us on the Coordinated Human Services Transportation Plan, and highlighted upcoming changes regarding Care-A-Van and Capital Transit services; City Manager Kim Kiefer, highlighting the senior economy initiative within the Juneau Economic Development Plan and how the JCOA may be able to assist with specific action steps; and newly-appointed Assembly liaison to the JCOA, Loren Jones, on the how we can improve our communication to and from the Assembly.

Attendance. Meeting attendance by Commission members was generally good, with all scheduled meetings achieving a quorum.

<i>Meeting</i>	<i>VandeCastle</i>	<i>Watt</i>	<i>Spartz</i>	<i>Hosey</i>	<i>Iannolino</i>	<i>Keith</i>	<i>Trebian</i>
Aug. 2015	Y	Y	Y	V	V	V	V
Sept. 2015	Y	Y	Y	Y	Y	A	Y
Oct. 2015	Y	Y	A	A	Y	Y	Y
Nov. 2015	Y	Y	Y	A	Y	Y	Y
Dec. 2015	Y	Y	Y	A	Y	Y	Y
Jan. 2016	Y	Y	Y	Y	Y	A	Y
Feb. 2016	Y	A	Y	Y	Y	Y	Y
Mar. 2016	Y	Y	Y	Y	Y	Y	A
Apr. 2016	Y	Y	Y	Y	Y	A	Y
May 2016	Y	A	Y	Y	Y	A	Y
June 2016							
A=Absent							
Y=Present							
V=Vacant							

Activities. Individual Commission members attended a wide range of other community groups' meetings, sharing information from the Commission and bringing back ideas and information to the JCOA. Among these groups are the assisted living task force (SCSSI), Caregiver Connections (AARP), the Community Resource Network, the Alaska Commission on Aging (legislative teleconferences, and quarterly board meeting), Auke Bay Steering Committee, JAMHI board, and Aquatics Board.

In conjunction with our annual presentation to the Alaska Commission on Aging's February meeting in Juneau, we compiled our Juneau senior population data update (attached).

We submitted drafts of two letters regarding 2016 legislative issues to the mayor and Assembly recommending action by Juneau legislators; one supported extending the sunset date of the Alaska Commission on Aging from 2016 to 2024, and the other listed a variety of legislative issues of concern to seniors. We also sent a letter to the mayor requesting appointment of a liaison from the Assembly to the JCOA, in order to

improve our communications with that body, and we are pleased that a liaison was appointed.

For Older Americans Month, celebrated nationally during the month of May, we ran a series of public service announcements about senior issues on AM radio, and appeared on a brief segment on KTOO-FM radio. The JCOA now appears on a quarterly basis on the Capital Chat program on KINY AM radio to discuss current issues of concern to seniors.

With four new board members this year, the Commission held an all-day retreat in January 2016 in order to focus on creating a mission statement and identifying related goals for the year. The retreat was professionally facilitated by Le Florendo, who volunteered her services. (See remarks on page one of this report for the mission statement and goals we developed.)

The Commission continued to weigh in on the contentious issue of changes to the CBJ's senior sales tax exemption during the fall of 2015, this time as individuals with a variety of opinions rather than with the consensus recommendation we had attempted earlier in the year. As in the community at large, member opinions ranged from support for changes that would net the CBJ additional sales tax revenue during fiscally challenging times, to the belief that any change to the exemption seniors had come to rely on would be unfair as well as unlikely to result in any net gain for the local economy, based on the experiences of other political entities resorting to austerity measures. As a group, after the changes were enacted, the JCOA helped to publicize the changes in the exemption.

Plans. The Juneau Commission on Aging plans to continue with its monthly meetings featuring speakers and topics of interest to Juneau seniors. We will re-examine our meeting time and develop an email notification list in order to attempt to attract a larger number of meeting attendees.

We plan to coordinate with other community groups to put together a senior and caregiver resource directory; to seek data on senior food needs compiled by the senior center's lunch program and continue to look for ways to increase seniors' access to food support; to contribute to the building of the senior economy by promoting senior-friendly business practices and compiling a list of the local services seniors said were not

adequate in the 2010 Juneau senior survey; and promote the local adoption of the SMART 9-1-1 system for first responders.

We will also begin the process of planning for the next (2020) Juneau senior survey by examining ways of obtaining online input in addition to paper surveys.

We will continue to offer perspectives and/or recommendations to the Assembly as warranted or when requested.

Respectfully submitted,

MaryAnn VandeCastle
Chair, Juneau Commission on Aging
June 9, 2016

Attachment: Juneau 2016 Senior Population Update

Juneau Commission on Aging

2016 – 2017 Planning Report

January 11, 2016

Facilitated by Leonora Florendo
Central Council of Tlingit and Haida Indian Tribes of Alaska
Tribal Family & Youth Services Department

On January 15, six (6) members of the Juneau Commission on Aging (JCOA) met to set target goals for 2016-2017; one member was out of town on a family medical emergency. The members meet on a monthly basis and report to the Juneau City Council on their activities. JCOA meeting notices are published in the Empire. JCOA meetings are open to the public; their regular meeting site is the Mountain View Senior Center.

The JCOA met on January 11, 2016, at the Central Council of Tlingit and Haida Indian Tribes of AK Executive Offices in the Airport Shopping Mall area. In addition to a short meeting, a good part of the day was spent on a facilitated discussion to set the direction for their activities between January 2016 and December 2017.

The facilitated discussion was guided by the Technology of Participation “Group Facilitation Methods” developed by the Institute of Cultural Affairs in Phoenix, AZ. Commission members were gathered together for this short period to (1) meet a new member of the Commission, (2) to conduct a brief business meeting, and (3) identify JCOA priorities for this year and next.

This facilitation involved a brief getting-to-know-you activity (to welcome a new member), and to respond to questions that would allow them the opportunity to relax in each other’s company.

What follows is a report of the Juneau Commission on Aging’s responses to questions posed by the facilitator and to identify areas they would like to work on in 2016 and 2017. Their next steps will be to select items from their list on which they will approach the coming year of activities.

The Technology of Participation Discussion Method provides a structure for effective communication that

- provides for meaningful dialogue
- broadens perspectives
- results in clear ideas and conclusions
- allows the entire group to participate

Given the limited time available for this facilitation, the first activity was to meet and greet each other and to respond to specific questions:

- (1) Name;
- (2) Why JCOA;
- (3) How did you get to Juneau; and
- (4) What would you like to focus on in 2016-2017?

Individuals responded to these questions with another JCOA member for a short period, and they moved to the next person until each person had talked briefly with another Commission member. Question #3 generated interesting reactions among the team members.

Following this brief introduction, the JCOA team participated in a series of discussions that produced the list of 2016-2017 priorities that completed their work for the day.

What Do You See?

In this exercise, the JCOA Team was asked to close their eyes and visualize what they see in the Senior population of Juneau.

- A lot of isolated people
- No centralized information
- People afraid of the future
- Food insecurity
- Difficulty preparing food
- Seniors at risk in the community
- Falling
- Have a lot of community support
- A Terrific resource
- Insufficient daytime activities
- Need evening transportation
- Need more connection between and among ethnic groups
- Need more Elderly communication and support
- JCOA is invisible in the community

Following this brief brainstorm, members worked together to re-write the JCOA Mission. Members were asked to jot down on a separate piece of paper a word or words they felt would encapsulate their mission and activities for the upcoming year. Following placement of their ideas on a wall, team members were asked to identify words that should be included in their new Mission statement.

Using words selected by the team, the JCOA Mission is:

Juneau Commission on Aging

MISSION

PROMOTE ELDERS' WELL BEING, SAFETY, AND
RESPECT BY CONNECTING THEM
WITH COMMUNITY RESOURCES
AND ACTIVITIES.

In their final activity for the day, the JCOA Team was asked to identify goals for 2016-2017. Each member wrote a goal that they would like to focus on in their time together. All ideas were gathered and placed on a wall so that all members could view the cards. The team identified eight priority areas (with the bullet next to the goal). In the final activity, JCOA individual team members added their initials indicating their interest in working on the goal (in parentheses next to a highlighted goal).

GOALS FOR 2016-2017

- ✚ Access info to and from Elders (Pat; MAV)
Assisted living
- ✚ Food / Sr. Hunger (MAV; EH)
Transportation
- ✚ S M A R T 9-1-1 (Ric; EH)
- ✚ Promoting a Senior Economy (MAV)
- ✚ Increase Community Awareness about JCOA
Lifelong Learning for Seniors

Juneau Commission on Aging
January 11, 2016
Facilitated Discussion Participant List

MaryAnn VandeCastle	364-2696
Pat Watt	957-2912
Eileen Hasey	789-2912 or 957-0109
Carol Trebian	790-2038
Mary Lou Spartz	780-4340
Ric Iannolino	209-4998 or 957-4059
<u>Visitor</u>	
Loren Jones	CBJ Assembly Chair, Human Resources Committee

DRAFT (prepared by Pat Watt, 7/1/15)

Suggested changes to the Resolution establishing the Juneau Commission on Aging for discussion at the 7/9/15 Commission meeting.

Membership:

Expand the membership so that:

- The Commission is sufficiently large that it has a realistic chance of achieving its goals without significant City staff support
- The Commission has enough members that it can establish various subcommittees to tackle various tasks;
- Younger persons with experience in senior issues and reservoirs of energy can be appointed;
- The Commission includes key representatives from the organizations involved in planning and implementing senior service facilities and programs

Suggested makeup:

- ____ members 65 years of age or older;
- ____ members who may be under 65 years of age and have senior family members or are employed by an organization involved in the provision of services to seniors;
- ____ members who hold key positions in programs addressing the needs of seniors such as:
 - Southeast Senior Services of Catholic Community Services,
 - Senior Citizens Support Services, Inc
 - Bartlett Community Hospital
 - University of Alaska Southeast, Department of Health Sciences
 - Central Council of Tlingit and Haida
 - Juneau Economic Development Authority
 -

Powers and Duties:

Rework the Powers and Duties to better reflect the current intentions of the Assembly:

- (a) To promote programs which benefit and/or enhance the health, safety, and welfare of senior citizens in the City Borough of Juneau
- (b) To serve as a focal point for the coordination of planning for senior citizen services and facilities, and implementation of said plans, among the various Committees, Councils, Task Forces, Non-profit organizations, City Manager, and Assembly involved in such matters within the City and Borough of Juneau
- (c) To promote senior citizen participation in the planning, development, operation, and maintenance of facilities, services and programs designed to principally serve senior citizens
- (d) To collect, or promote the collection of, facts and statistics, and make studies of conditions and problems pertaining to the employment, health, financial security, social welfare, and other factors that bear upon the well-being of older Juneauites.
- (e) To make recommendations to the Assembly on how best to meet the needs of senior citizens living within the City and Borough of Juneau

MEMORANDUM

CITY/BOROUGH OF JUNEAU
155 South Seward Street, Juneau, Alaska 99801

TO: Mayor Sanford

FROM: Juneau Commission on Aging

DATE: September 10, 2015

SUBJECT: Request for Assembly Liaison

As Juneau's population of older residents grows in the coming years, issues related to seniors will confront the CBJ Assembly on a regular basis. The Juneau Commission on Aging is prepared to offer input on these concerns. We believe good communication between the Assembly and the Commission is essential.

Members of our group do attempt to attend as many meetings of other relevant City groups (Assembly and other commissions and committees) as possible. A regular feature of our meeting agenda involves reporting on the additional meetings we've each attended during the prior month.

We understand that there are dozens of commissions and committees currently in place, and we much appreciate the fact that the Borough supports citizen involvement to this degree. We know that the Assembly cannot provide a liaison to every group. However, because senior concerns and needs are assuming a larger profile than ever before, and (unlike Anchorage and Fairbanks) Juneau does not have staff dedicated to responding to senior issues, we think that the Juneau Commission on Aging could respond more quickly and effectively to issues considered by the Assembly if a liaison were appointed to attend our meetings; that individual could serve to highlight current Assembly concerns to which we need to respond, as well as making the Assembly aware of senior priorities as they arise at our meetings.

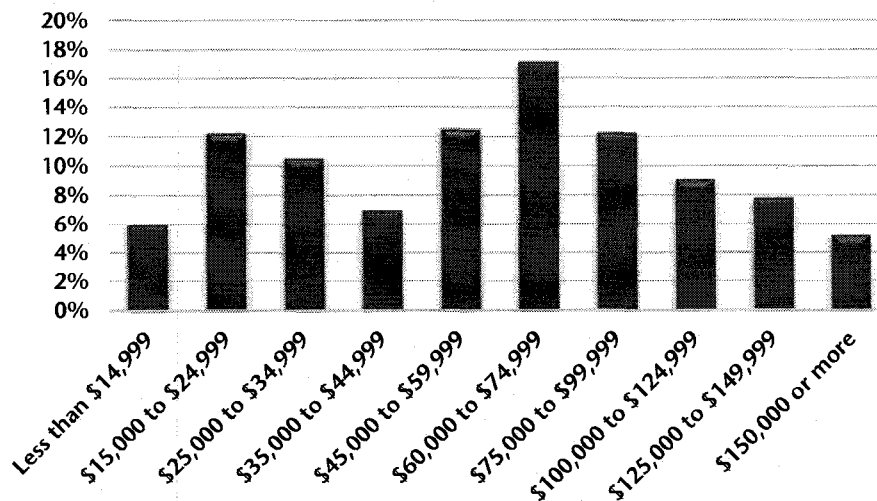
We ask that you consider asking a liaison from the Assembly to attend the Juneau Commission on Aging. Recognizing how busy Assembly members are, we also urge that the Juneau Commission on Aging's minutes be included as a regular part of the Assembly's meeting packet.

Initiative: Build the Senior Economy

Introduction

Juneau is home to over 3,200 seniors age 65 and older. These seniors make up approximately 10 percent of the city's population. Seniors are invaluable members of the community, contributing in numerous ways, culturally, socially, and financially. While individual savings and income varies, as a group the Juneau senior population represents a significant portion of wealth in the community. According to the recent 2014 Juneau Senior Housing and Services Market Demand Study, much of this income comes from State of Alaska retirement plans and other retirement plans (currently over 6 in 10 Juneau seniors are enrolled in the Alaska Public Employees' Retirement System (PERS) or Teacher Retirement System (TRS)).

Percent of CBJ Householders 65 Years and Older by Household Income in the Last 12 Months, 2012



Source: 2010-2012 American Community Survey 3-Year Estimate in 2012 Inflation-Adjusted Dollars.

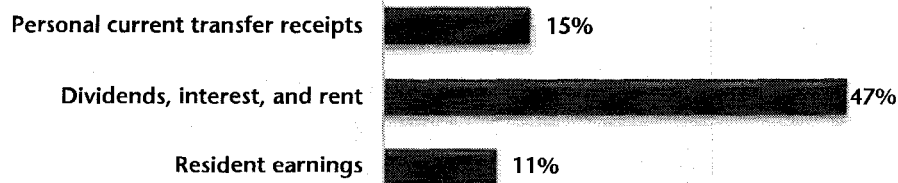
According to migration analysis in the same study, most Juneau seniors remain in the community after retirement. These seniors contribute to the Juneau economy in a number of ways, including through direct spending on goods and services. Many seniors contribute to the economy further by donating money and time to a wide variety of civic, service, and religious entities. Additionally, Juneau seniors serve as caregivers in the community, for children, other seniors, and people of all ages in need of support. Much of this caregiving allows others in a household to participate in the economy who otherwise would not be able to.

The role of seniors in Juneau's economy will grow in importance in the coming years. Projections are that within ten years one-fifth of Juneau's population will be over 65 years of age. The proportion of seniors in the population is projected to remain at or near 20 percent through 2042. Juneau is presented with both a challenge and an opportunity in this growing segment of our population. Within the next decade, the community will shoulder the responsibility of providing increased levels of senior services. At the same time, Juneau has an opportunity to harness the economic potential these seniors offer our community. This potential includes more jobs and

spending that will accompany new services for seniors, as well as additional retirement income and savings that will circulate in the community. Seniors in the workforce will also present an opportunity to increase Juneau resident employment versus non-resident.

Between 2003 and 2012, Juneau resident personal income from dividends, interest, and rent grew at a much faster rate (47 percent total increase) than the other two primary sources of income in the community: resident earnings increased 11 percent and transfer receipts increased 15 percent. "Dividends, interest, and rent" describes investment income, such as dividend income from stock ownership (including dividends paid to retirement plans), interest earned on savings accounts and bonds, and rental income from property ownership. As more residents retire, this source of income will continue to become more prominent in the Juneau economy.

Growth in Juneau Resident Personal Income, Percent Change, 2003 – 2012



Source: Bureau of Economic Analysis.

Potential Threats/Opportunities

An initiative to carefully plan and structure services and opportunities related to Juneau's aging population will benefit the Juneau economy as a whole. One challenge Juneau will face is providing the services and amenities that will encourage residents to remain in Juneau once they retire. Important factors in keeping seniors within the community include opportunities to age in place or access age-appropriate housing, access to health care and basic needs, a cost of living that is affordable for retirees, ease of mobility, and opportunities for community involvement and support. Juneau could also play a greater role in serving the needs of seniors from surrounding communities.

Senior housing: As Juneau residents age, many need or choose to re-assess their housing situation. Some Juneau seniors choose to "age-in-place," living in their current residence and possibly making modifications to the residence in order to remain there. Other seniors may move from their homes to alternate living arrangements. Such a move may entail down-sizing to a place that has better access or is easier to maintain and/or afford, or a move to organized housing with health care or other support services. The city is taking an important step toward securing housing that meets the needs of Juneau seniors through the current Juneau Senior Housing and Services Market Demand Study.

Health care: As health care needs increase with age, so do health-related expenditures. It is estimated that Juneau residents 65 years old and older spent over \$90 million on health care in 2013. This number demonstrates the importance of health care services in the economy. As the number of seniors increases, so will expenditures on health care.

Health Expenditures for Juneau Residents by Age Cohort, 2013

Age Group	Est. Alaska Expenditures per Capita	Juneau Population	Total Est. Health Expenditures by Juneau Residents
0-19	\$5,800	8,252	\$49 million
20-44	\$7,400	11,392	\$83 million
45-54	\$11,500	5,292	\$61 million
55-64	\$17,100	4,866	\$82 million
65-74	\$23,700	2,218	\$49 million
75+	\$41,600	1,044	\$43 million
Total	\$11,200	33,064	\$367 million

Note: Columns may not sum due to rounding.

Source: CMS, National Health Statistics Group; DOWLD, Research and Analysis; U.S. Census. Calculations by McDowell Group.

A significant portion of this spending likely occurs, and will continue to occur, outside of Juneau, especially in Seattle and Anchorage. However, opportunity exists for establishing more health services in Juneau and, subsequently, capturing more health care spending within the Juneau economy. A recent survey of Juneau seniors, conducted by the Juneau Commission on Aging, identified some perceived outstanding health care needs in Juneau. These needs include more medical specialists and medical care options overall. Specific perceived needs identified within Juneau include:

Specific Needs Identified	
• Gerontologists, geriatric physicians	• Stroke center
• Sub-acute care	• Heart and lung specialist
• Rehab facilities	• Mental health care providers
• Cardiology unit at hospital	• Health clubs that focus on aging

While this list is not inclusive, it does demonstrate the depth and breadth of potential health related business opportunities in Juneau.

Basic Needs/Cost of Living: Many Juneau seniors face challenges in meeting their basic needs, including food, shelter, transportation, and health care. One frequently cited need is for reliable transportation, as seniors often either can no longer drive or do not have a vehicle and, thus, face difficulties accessing basic necessities, such as food, medications, and medical care. While Juneau does have many great transportation options for seniors, such as the Care-A-Van service, transportation improvements for Juneau seniors include not only better vehicular access, but also improvements to winter mobility (including maintenance of sidewalks and parking lots) and transportation-related logistics such as bus schedules.

Information and Education: In order to better serve Juneau seniors, it is important to track data on the type and level of support available to seniors. This data might including the number of seniors in need of food resources, transportation, and health support. Data collection and analysis is especially important for identification of gaps in service. A comprehensive community assessment that includes mapping of senior needs

(see the Clackamas County case study as an example), may help provide a more comprehensive picture of senior needs in the community.

As Juneau's working population ages, residents will need to prepare for retirement. The better prepared for retirement the Juneau population is, the better Juneau's economy will be. Thus, education on retirement planning will be a worthwhile investment, with the long-term goals of increasing financial security among future senior populations.

Community Support for the Initiative

Over 80 percent of Juneau households believe expanding senior services is a somewhat or very important economic development strategy, with 43 percent of households stating this strategy is very important. Juneau businesses also recognize the economic development benefits of expanding senior services in the community: 36 percent of Juneau businesses surveyed believe expanding senior services is a very important economic development strategy, while another 44 percent believe this strategy is somewhat important. Comments in both the household and business survey draw particular attention to the need for more and improved senior housing and for enhanced health care services for seniors.

Several organizations and businesses concentrate on senior issues in the Juneau. The Juneau Commission on Aging continues to advocate for Juneau seniors, as do many health care entities and non-profits in town. Recent attention to senior food issues, housing, and overall planning for seniors in the community have led to improvements and collaborations by the many providers who currently serve the senior population. Such efforts must be supported and expanded to prepare for this changing demographic in the community.

Important components of a strategy to support Juneau seniors and nurture the economy they support follow.

Build the Senior Economy: Objectives and Actions

Goal: *Facilitate development of services and facilities necessary for residents to comfortably and affordably retire in Juneau. In this way, Juneau seniors can continue to participate in the economy and contribute to the community.*

Objective 1. Support development of a range of housing options and supportive services that meet the needs of Juneau's senior population. *(See Housing initiative)*

- | | |
|-------------------|---|
| Action 1-A | Implement recommendations from then 2014 Juneau Senior Housing and Services Market Demand Study, which focuses on senior assisted living housing development. |
| Action 1-B | Identify public/private partnerships, including those to provide land for assisted living development in the community. |
| Action 1-C | Identify alternate funding options for senior housing development. These may or may not include city bonding, grant programs, or other funding sources. |
| Action 1-D | Support independent senior housing, including additional dwelling units (accessory apartments) within seniors' homes. |

Continued on next page.

Build the Senior Economy: Objectives and Actions (continued)

Objective 2. Increase the depth and breadth of local, skilled health care workers and services for seniors.	
Action 2-A	Prepare a needs list/gap analysis for senior health care services in Juneau and make it available to entrepreneurs and health care providers.
Objective 3. Develop more in-home care options for Juneau seniors.	
Action 3-A	Ensure CBJ adequately supports home health care for Juneau seniors, including around the clock respite and hospice care.
Action 3-B	Institute a home health care agency.
Action 3-C	Train a workforce to provide care in assisted living facilities and for in-home care and personal attendants.
Objective 4. Improve senior access to community-based services and activities.	
Action 4-A	Expand data collection on Juneau senior needs and availability of resources.
Action 4-B	Improve Juneau transportation services specifically for seniors. <ul style="list-style-type: none"> • <i>Regularly update the Juneau Coordinated Human Services Transportation Plan.</i> • <i>Ensure all bus stops and sidewalks in commercial areas are safe and clear of snow and ice.</i> • <i>Provide information to seniors on services available to help access basic needs, include case management in this process.</i> • <i>Evaluate and enhance Care-A-Van service to ensure it meets senior needs, including service schedules and the amount of items clients may transport per trip.</i>
	Encourage entrepreneurial solutions to improve senior access to food, such as grocery deliveries, and medical resources, such as prescription deliveries.
	Support meal delivery services for homebound seniors.
	<ul style="list-style-type: none"> • <i>Support Meals on Wheels.</i> • <i>Consider a volunteer shopper program.</i>
Action 4-E	Consider a full-service senior center as a central information source and center for activities and services.
Action 4-F	Institute a senior-friendly business program.
Objective 5. Increase meaningful opportunities for seniors to be involved in the community through volunteerism, activities, and job opportunities.	
Action 5-A	Develop a senior "talent pool" of residents interested in paid jobs and volunteer positions.
Action 5-B	Increase opportunities for meaningful volunteer activities.
Action 5-C	Increase opportunities for lifelong learning.
Objective 6. Prepare the next generation of Juneau retirees	
Action 6-A	Coordinate with AARP, UAS, CPAs, estate planning attorneys, and other local financial planners to provide community courses on preparing for retirement.

Selection Criteria Review: Build the Senior Economy

This table describes how each initiative will benefit Juneau economically. Benefits are described within the framework of the 10 criteria used to help select priority objectives and action items for the plan.

Factors	Criteria
Job creation or retention	The initiative is primarily about keeping senior retirement dollars in the Juneau economy by making Juneau an attractive and affordable place to retire. To the extent that new facilities and services are developed to better meet the needs of seniors, there is also a job creation component.
Community economic resiliency	Juneau's senior population might be viewed as another at-risk segment of the economy. This risk is loss of retirement dollars out of Juneau. To the extent that Juneau can strengthen the community's capacity to serve seniors, the economy will be more diversified, which is an important aspect of resiliency.
Investment leverage	Local investment in senior-related services and facilities may have potential for leveraging additional government funding and private sector investment, around housing, assisted living, other elder care facilities, and medical care.
Distribution of economic benefits	This initiative could economically benefit all seniors but more so low-income seniors. Economic benefits would also be fairly narrowly focused on the businesses that provide goods and services to seniors.
Direct or indirect wealth creation	Primarily about wealth preservation, as local residents move from wage income to retirement income. Some possibility of wealth creation, if a stronger base of needed services attracts seniors from outlying communities.
Foundational benefits	The success of other initiatives is not directly dependent on this initiative.
Multiplier effects	Modest multiplier impacts mostly associated with induced effects (seniors spending their income in Juneau). Possible indirect impacts associated with new or expanded businesses catering to seniors.
Expenditure and revenue impacts	No anticipated direct revenue back to CBJ.
Community support	80 percent of Juneau households believe expanding senior services is an important economic development strategy, with more and improved senior housing and enhanced health care services for seniors recognized as key issues.
Leadership	Strong leadership provided by the Juneau Commission on Aging, with funding support from the Assembly.

Clackamas County, Oregon – Senior-Friendly Economies Case Study

Clackamas County, which lies immediately to the east of Portland, covers a predominately rural area within which most of the communities have populations under 30,000. Like many areas of the country, the County expects an increase over time in the proportion residents over the age of 65. In anticipation of this change, in 2009 the Clackamas County Social Services (CCSS) Division partnered with AARP Oregon and the Oregon State University Extension Service to launch a comprehensive senior needs assessment.

The assessment process was dubbed *engAGE in Community*. CCSS staff used the assessment itself as an opportunity for meaningful senior engagement and participation. With the assistance of researchers from Oregon State University and Portland State University, CCSS coordinated the recruitment of local seniors and residents in a participatory mapping project, Mapping Attributes: Participatory Photographic Surveys (MAPPS). MAPPS participants were given GPS enabled cameras, and instructed to take pictures of things in the community that helped or hindered their ability to live there. These photos, along with comments from the photographer for each feature, were then loaded into a map to help identify trends and problem areas.

During the course of the MAPPS project, 62 volunteers submitted over 630 photos of community features. General themes emerged from the submissions: transportation was by far the most frequently mapped barrier, as residents documented adverse conditions related to walkability, pedestrian safety and accessibility. Housing was also a commonly cited concern. The information gathered through the mapping process, as well as the data from over 100 one-on-one interview with seniors, focus groups, and a community survey were compiled into a report, and was eventually included in the Area Plan for Aging.

EngAGE in Community has morphed into an ongoing means to implement community improvements and programs. The initiative led to the formation of a county-wide Age Friendly Committee. While many of the big issues of transportation and housing remain unresolved, the measure of *engAGE* initiative's success is in the continued engagement and support that the community has built towards making Clackamas County livable for residents of all ages.

See Appendix B – Economic Development Case Studies, for more information.

Juneau Economic Plan - April 10, 2017 Status Report

Objective	Action	Action Description	Lead	Status April 2017
Engage in planning, policy-making, and monitoring activities necessary to ensure that marine freight service to and from Juneau is high-quality and the most affordable possible.	1.3.A	Assign a central authority to:	Chamber of Commerce	The Chamber held a meeting with the primary shippers on March 13th. Chamber leadership, the McDowell Group and representatives from Alaska Air Cargo, Alaska Marine Lines, Alaska Marine Highway System and the Southeast Conference, all participated in a work session to review the draft survey. There were several suggested changes and a very good discussion by all involved. A follow up meeting was held on April 3rd to review the results of the March 13 work session. Once any change have been incorporated, the McDowell group will conduct the first phase of the survey during April before the ships start to arrive and distract some of the businesses attention to taking the survey.
	1.3.A.1	Provide a single, consistent place for Juneau (and northern Southeast Alaska) where freight pricing data and concerns can be reported (confidentially if needed).		
	1.3.A.2	Promote better communication and problem-solving to benefit both Juneau and shippers by meeting with AML and Samson Tug & Barge on a semi-annual basis to discuss issues of concern, such as rate trends and opportunities, volumes transshipped, facility needs, and outreach and marketing.		
	1.3.A.3	Support opportunities to reduce fuel surcharges coincident with declining fuel prices.		
	1.3.A.4	Coordinate shipper-business education, and business-to-business logistics communications/coordination.		
	1.3.A.4.a	It will be less expensive to ship 2 pallets once a week, rather than 1 pallet twice a week.		
	1.3.A.4.b	Are there any cost-saving opportunities to use back-haul rates by coordinating export transshipment (seafood and alcohol) with imports (lumber, groceries, other).		
	1.3.A.4.c	Explore if centralized logistics communication could promote cost savings, such as builders sharing container loads.		
	1.3.B	Explore opportunities to make a public, or private, dock readily available in order to make Juneau more attractive to additional marine transporters.		
2. Build the Senior Economy		Goal: Facilitate development of the services and facilities necessary for residents to comfortably and affordably retire in Juneau.		
Why Pursue? To allow residents to continue participating in and supporting the economy as they age and retire.				
Support development of a range of housing options and supportive services that meet the needs of Juneau's senior population. (See Housing initiative)	2.1.A	Implement recommendations from then 2014 Juneau Senior Housing and Services Market Demand Study, which focuses on senior assisted living housing development.	CBJ - CDD/PC JEDC	A conditional use permit for the assisted living facility at Vintage Park, the Riverview Senior Community, was approved by the PC at its 6/28 meeting. The facility will consist of 80 units with 88 beds. The assisted living section will consist of 54 units, and the memory care section will consist of 26 units with 32 beds. The project is seeking funding.
	2.1.B	Identify public/private partnerships, including those to provide land for assisted living development in the community.	CBJ JEDC	CBJ Staff have been meeting with the group that is working on developing new assisted living senior housing. Ongoing
	2.1.C	Identify alternate funding options for senior housing development. These may or may not include city bonding, grant programs, or other funding sources.	CBJ	CBJ Finance Director is working with local organization developing assisted living senior housing to try and identify financing options. Work is ongoing with meetings occurring on a regular basis.

Juneau Economic Plan - April 10, 2017 Status Report

1. Enhance Essential Infrastructure		Goal: Support transportation infrastructure-related policies and developments that will provide access to developable land and control of lower the cost of freight shipment into and out of Juneau.		
Why Pursue? Foundational. Access to high-value, locally-controlled assets; potential to lower cost of living and cost of doing business. Gives the community room to grow.				
Objective	Action	Action Description	Lead	Status April 2017
Proceed with extension of North Douglas Highway, and North Douglas/Gastineau Channel Bridge construction to realize the residential, commercial, transshipment and maritime, industrial, and recreational potential of West Douglas.	1.1.A	Maintain strong municipal support for construction of a North Douglas/Gastineau Channel Bridge to accommodate new "nodes" of development in West Douglas. Each node should feature some type of commercial, industrial, maritime, or recreational draw.	CBJ Assembly	
	1.1.B	Renew the CBJ/Goldbelt MOA concerning West Douglas development, which will expire April, 2015. Beyond that, next steps will include: <ul style="list-style-type: none">• Obtaining state, federal and tribal support and funding for project planning and permitting• Design and construction• Environmental impact analysis• State of Alaska best interest finding, and/or other decision document• Permitting• Obtaining the corridor right of way• Detailed design• Construction	CBJ Staff	Construction of pilot road is underway. Estimated completion date is June 30, 2017.
	1.1.C	Proceed with evaluation of the engineering design and costs, as well as the environmental impacts of a North Douglas Gastineau Channel Bridge crossing. This analysis should consider changed conditions since 2007 when the Vanderbilt Hill Route was selected.	CBJ	
	1.1.D	Develop public-private partnerships to secure CBJ land and road access, including establishment of a public/private task force to lead West Douglas development planning.	CBJ	General topic identified as a 2017 Assembly priority.
Complete a JIA Sustainability Master Plan that supports Juneau's aviation-related business and economic development needs.	1.2.A	Ensure the 2016 Airport Master Plan: <ul style="list-style-type: none">• Accounts for regional and industry trends and opportunities in cargo, avionics, and fleet changes.• Contains provisions to ensure the airport is a welcoming place for tourists, regional passengers, and an attractive Gateway to Capital City. Provides efficient, shovel-ready and revenue-oriented lease lot opportunities and configurations.	CBJ- JNU	JNU is currently finalizing the Sustainability Airport Master Plan with the goal to have it adopted by the Assembly in Summer 2017. Airport consultants will provide the completed Master Plan once the financial plan/review is completed. Timing is dependent on FAA review of the Airport Layout Plan portion. is dependent on FAA review.
	1.2.B	Keep airfares and air freight cost to/from the Capital City as competitive as possible; communicate regularly with airlines about how fuel surcharges are or could change due to declining fuel prices.	CBJ- JNU	Airport management has frequent meetings with Airline officials with the goal of keeping costs down and improving service.

Juneau Economic Plan - April 10, 2017 Status Report

Objective	Action	Action Description	Lead	Status April 2017
	2.1.D	Support independent senior housing, including additional dwelling units (accessory apartments) within seniors' homes.	CBJ - CDD/PC JEDC	The conditional use permit for the senior housing facility at Vintage Park, Trillium Senior Housing, was approved by the PC at its 7/26 meeting. This development will contain 49 units, 41 of which will be affordable housing apartments, and 8 units will be market rate apartments. Trillium Senior Housing has received their building permit and work has been initiated. They expect to receive their certificate of occupancy by mid summer.
Increase the depth and breadth of local, skilled health care workers and services for seniors.	2.2.A	Prepare a needs list/gap analysis for senior health care services in Juneau and make it available to entrepreneurs and health care providers.	JCOA - Juneau Commission on Aging	Committee has this item on their "to do" list. They are assessing how to accomplish this given the volunteer nature of the group.
Develop more in-home care options for Juneau seniors.	2.3.A	Ensure CBJ adequately supports home health care for Juneau seniors, including around the clock respite and hospice care.		
	2.3.A	Train a workforce to provide care in assisted living facilities and for in-home care and personal attendants.	UAS	UAS currently provides training in Juneau for Certified Nurse Aides and Nurses.
Improve senior access to community-based services and activities.	2.4.A	Expand data collection on Juneau senior needs and availability of resources.	JCOA - Juneau Commission on Aging	The Committee is beginning to plan for their 2020 Senior Citizen Survey.
	2.4.B	Improve Juneau transportation services specifically for seniors.	CCS - Catholic Community Services	This plan is updated on an annual basis to reflect current priorities for the agencies involved. The update results in a resolution expressing support for the Juneau Coordinated Transportation Coalition's Prioritization of Projects to qualify for grant funding by the Alaska Department of Transportation & Public Facilities. The Assembly passed Resolution 2774 at its November 7, 2016 meeting.
	2.4.B.1	Regularly update the Juneau Coordinated Human Services Transportation Plan.	CBJ - CDD	
	2.4.B.2	Ensure all bus stops and sidewalks in commercial areas are safe and clear of snow and ice.	private sector	
	2.4.B.3	Provide information to seniors on services available to help access basic needs, include case management in this process.		
	2.4.B.4	Evaluate and enhance Care-A-Van service to ensure it meets senior needs, including service schedules and the amount of items clients may transport per trip.	CCS - Catholic Community Services	Transport is provided 7 days a week to those who are eligible for services. Juneau Commission on Aging is exploring how to increase marketing of this service.
	2.4.C	Encourage entrepreneurial solutions to improve senior access to food, such as grocery deliveries, and medical resources, such as prescription deliveries.	JCOA - Juneau Commission on Aging	
	2.4.D	Support meal delivery services for homebound seniors.	CCS - Catholic Community Services	CCS delivers meals and provides an in home safety check. CCS received a grant through the JCF for 2017 operations.
	2.4.D.1	Support Meals on Wheels.	JCOA	
	2.4.D.2	Consider a volunteer shopper program.	JCOA - Juneau Commission on Aging	Discussing options with local businesses
	2.4.E	Consider a full-service senior center as a central information source and center for activities and services.		
	2.4.F	Institute a senior-friendly business program.		

Juneau Economic Plan - April 10, 2017 Status Report

Objective	Action	Action Description	Lead	Status April 2017
Increase meaningful opportunities for seniors to be involved in the community through volunteerism, activities, and job opportunities.	2.5.A	Develop a senior "talent pool" of residents interested in paid jobs and volunteer positions.	JCOA -Juneau Commission on Aging/United Way	
	2.5.B	Increase opportunities for meaningful volunteer activities.	United Way	United Way offers a FREE volunteer engagement tool called Get Connected. We are sharing this tool with organizations, community members, and partner agencies via social media, e-newsletters, printed flyers, and the Juneau Empire. We offer in-person training to help agencies get started with Get Connected. In the past we have given presentations to local organizations and their beneficiaries regarding Get Connected and how they can use it to become more involved in the community. Between October 2015-August 2016, United Way had 12 new agencies sign up (21.42% increase), 27 new volunteer opportunities added, 41 volunteer opportunity responses, and 59 new users register (19.21%
	2.5.C	Increase opportunities for lifelong learning.	UAS	UAS offers tuition waivers for senior citizens eligible to receive full retirement benefits.
Prepare the next generation of Juneau retirees	2.6.A	Coordinate with AARP, UAS, CPAs, estate planning attorneys, and other local financial planners to provide community courses on preparing for retirement.	AARP	
3. Attract and Prepare the Next Generation Workforce		Goal: Prepare and attract the professional, technical, skilled, entrepreneurial, and creative labor force that Juneau's diverse employers, businesses, and non profits need.		
Why pursue? Foundational for effective workforce development, to ensure job retention, and prevent capital creep. Critical for attracting millennials and retaining existing young families. CBJ controls public infrastructure that is central to quality of life measures that influence location decisions for millennials and others. Generates wealth and ensures job retention.				
Develop a better understanding of the professional, technical, and other workforce needs of Juneau's key employers, especially state government.	3.1.A	Develop a "Top Jobs" list for Juneau, which identifies and prioritizes key recruiting and training needs.	CBJ	State of Alaska creates and maintains a workforce profile on an annual basis that includes this information. Working with the State to see if there is location specific information available.
	3.1.B	Prepare a Juneau State worker position profile. Identify crucial State workforce needs and track/anticipate potential changes in State employment in Juneau.	CBJ/JEDC	JEDC reports out on government workforce trends.
Increase availability of child care year round, with an emphasis on Kindergarten readiness.	3.2.A	Continue funding the Hiring Educating and Retaining Teaching Staff (HEARTS) Initiative to train and retain qualified teachers in full-time child care and preschool classrooms.	CBJ	Funding included in Assembly FY17 and FY18 budget
	3.2.B	Collaborate on development of an 80-100 child daycare facility in Juneau. This may include public or private assistance with securing a facility.	JEDC	JEDC is collaborating with AEYC and others around the need for childcare. Had discussions with Bright Horizons in Fall 2015 regarding opening in Juneau. They need annual financial support and/or provisions of aquatic space.
	3.2.C	Utilize the CBJ lobbyist to push for a revaluation of State of Alaska subsidy rates for child care assistance to reflect current child care market rates.	CBJ Assembly	