

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

July 31, 2017 6:00 PM
Assembly Chambers

I. ROLL CALL

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. June 26, 2017 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. DRAFT Resolution 2802 re: Juneau Commission on Aging
2. Local Emergency Planning Committee - Appointment
There is one application for the 11A Vulnerable Population Representative (Alternate) seat on the Local Emergency Planning Committee for a term beginning immediately and expiring 12/31/2019.
3. Treadwell Arena Advisory Board - Appointment
4. Youth Activities Board Appointment

B. Other Business

VI. STAFF REPORTS

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

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

June 26, 2017 5:30 PM

Assembly Chambers

Worksession 5:30-6:00p.m. followed by Regular HRC meeting at 6:00p.m.

I. ROLL CALL

HRC Chair Loren Jones called the meeting to order at 5:30p.m.

Assemblymembers Present: Loren Jones, Debbie White, Beth Weldon, Norton Gregory

Staff present: Deputy Clerk Beth McEwen, CDD Planner I Allison Eddins, Municipal Clerk Laurie Sica

II. APPROVAL OF AGENDA

Ms. McEwen noted there was one application in the red folder from Historic Resources Advisory Committee incumbent Shauna McMahon.

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

III. APPROVAL OF MINUTES

There being no objections and no corrections, the minutes of the June 5, 2017 regular HRC meeting and the June 7, 2017 Special HRC meeting were approved as presented.

A. June 5, 2017 Regular HRC Meeting Minutes

B. June 7, 2017 Special HRC Meeting Minutes

IV. PUBLIC PARTICIPATION

None.

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

V. AGENDA TOPICS

A. Board Matters

1. Worksession re: Juneau Commission on Aging

The HRC meeting will convene at 5:30p.m. for the purposes of holding a half-hour worksession relating to the proposal to reestablish the Juneau Commission on Aging following the public meetings held in May and June pertaining to status of the commission.

HRC members and outgoing Juneau Commission on Aging (JCOA) Chair Mary Lou

Spartz discussed the Juneau Commission on Aging's recent history of unfortunate events and circumstances that brought the commission to its current state with just two remaining members at the end of June. Ms. Spartz said that although she is stepping down from the commission at the end of June, she expressed her desire to see the commission continue and suggested additional recruitment efforts be made to try to obtain enough members to constitute a quorum. Former JCOA member Marie Darlin was also present and said she had been involved with the commission almost since the time it was started. She stressed the importance of the decennial survey the commission has done over the years as well as her support of reestablishing the commission that would be tasked in working on those areas identified as relating to seniors found in the Juneau Economic Development Plan.

The HRC members were in favor of reestablishing the commission as well as the proposal for increasing the membership to include seats without age restrictions, setting the terms to two-years rather than three, and asking JEDC to work with the commission in a "cluster group" fashion and possibly providing staff support. They had questions about the proposed language identifying the mission of the commission as the mission language in the current resolution was different from the language coming out of the January 2016 JCOA retreat, which in turn was different from the proposal dated June 2, 2017. Mr. Jones explained that the language contained in the June 2 draft proposal was combining the previous work of the commission but was primarily a result of the input received during the May 10 and June 2 public meetings with current and former JCOA members as well as public individuals.

Since there was consensus from the HRC to reestablish the commission, Mr. Jones asked members to send any other suggested language changes to the Clerk's office by July 12. The goal is to bring a draft resolution back to the committee at its July 31 meeting. They also gave instruction to Ms. McEwen to begin to advertise for various open seats on the board in the hopes of getting applications in as soon as possible.

2. Historic Resources Advisory Committee - Annual Report and Appointments

Historic Resources Advisory Committee (HRAC) Chair Zane Jones provided an overview of the HRAC's annual report. He applauded the hard work and support the committee receives from staff members Allison Eddins and Laura Boyce. He gave an overview of the members and their affiliations as well as highlighting the recent work of the committee with respect to the Historic District guidelines. Ms. Eddins provided statistics and information relating to the Juneau-Douglas City Museum.

Assembly Human Resources Committee members and Chair Loren Jones discussed with Mr. Z. Jones and Ms. Eddins the status of Preservation Plan. The (Assembly serving as the) Historic Commission was set up to meet the qualifications as a Certified Local Government (CLG). The adoption of a Preservation Plan is one of the requirements to be a CLG and the current plan has been in "Draft" form since 1997 and never formally adopted by the Assembly.

Mr. L. Jones discussed his trip back to Pennsylvania for the Main Street U.S.A. conference and that Juneau was not listed on the State Historical Register. He asked as to how much funding CBJ receives and how that money gets used. Ms. Eddins

explained that the committee is currently working on getting a Preservation Plan adopted and the Certified Local Government (CLG) funds have been funding Phase 1 and Phase 2 of the Preservation Plan. She said that the current grant funds end in September 2018 and they hope to have a Preservation Plan adopted around that time so they would continue to receive future funding.

The HRC members then discussed the benefits of being a Certified Local Government and Mr. L. Jones gave additional details about the benefits that come from the federal government through the state government to local governments by way of revenues from offshore oil leases. He also explained that if the national budget exceeds \$75 million, then the state has to disburse 50% of those offshore oil leasing revenues.

HRC Chair Loren Jones thanked the HRAC members and staff for their work and providing the annual report. He noted that there are three open seats on the Historic Resources Advisory Committee for terms beginning July 1, 2017 and expiring June 30, 2020 and two applicants Anastasia Tarmann and Shauna McMahon.

MOTION by Ms. Weldon to forward the names of Anastasia Tarmann and Shauna McMahon for appointment to the Historic Resources Advisory Committee to terms beginning July 1, 2017 and expiring June 30, 2020. *Hearing no objection, the motion carried.*

3. Juneau Commission on Sustainability (JCOS) - Annual Report and Appointments

JCOS Vice-Chair, Steve Benkhe, mentioned that the commission Chair, Duff Mitchell, was unavailable so Mr. Benkhe was present to provide an overview of the commission's annual report and answer any questions from the HRC.

Mr. Behnke explained that the commission has had a full slate of members over the past year and the bulk of its work was on the Energy Plan which they anticipate bringing forward to the Assembly in August. He highlighted the Sustainability Session public outreach meetings they've held on a variety of topics relating to the Energy Plan and how those have been helpful to the commission in acquiring public feedback as well as being a venue for outreach and public education. He thanked the City Manager for helping facilitate a number of those sessions.

Mr. Behnke answered HRC members' questions relating to food security, and possible zoning changes being recommended relating to people wanting to increase the types and quantities of livestock, locally sourced foods including a hydroponics project coming soon to the Planning Commission. Mr. Jones thanked Mr. Behnke for the report and said that if they needed any help in getting on the Assembly COW agenda, he would help facilitate that as he is eagerly looking forward to reviewing the Energy Plan at the COW.

Mr. Jones noted that there are three open seats on the JCOS and only two applicants, Edward King and Chris Prussing. He noted that Mr. Edward King was recently appointed to the Bidding Review Board and that Chris Prussing is currently serving on the Parks and Recreation Advisory Committee. He noted that the Bidding Review Board (BRB)

rarely meets so the time commitment on the BRB shouldn't be a time conflict but that Ms. Prussing was appointed to the PRAC approximately six months ago and that does require a large time commitment so the committee may wish to take that into account when considering appointments.

MOTION by Mr. Gregory to recommend the appointments of Edward King and Chris Prussing to the Juneau Commission on Sustainability for terms beginning July 1, 2017 and expiring June 30, 2020.

Mr. Jones said he would object to the appointment of Chris Prussing due to the time constraints mentioned above. Mr. Gregory said he felt it should be up to Ms. Prussing to determine if she has the time to serve on both boards.

Mr. Jones said they would split the question. He asked if any members had any objection to the appointment of Edward King to the term July 1, 2017 through June 30, 2020. Hearing no objection the motion carried.

Mr. Jones asked for a roll call vote on the question of Ms. Prussing's appointment to the Juneau Commission on Sustainability.

Aye: N. Gregory, B. Weldon

Nay: D. White, L. Jones

Motion failed.

4. Local Emergency Planning Committee - Nomination

Mr. Loren Jones noted that this committee meets the second week of each month that is set up under state and federal rules and consists of members meeting various criteria to serve on either a primary and alternate member seat.

Seat #10 is for a member meeting the criteria for a Hazardous Materials Transporter and the current alternate for that seat, Joel Curtis, is willing to move into the primary seat and applicant Paul Khera is applying to serve in Seat 10A as the alternate Haz/Mat Transporter.

Mr. Gregory asked and Mr. Jones answered as to the criteria required to fit some of the various seats on the LEPC and some more detail about those seats currently vacant. Mr. Jones has served as the Assembly liaison to the LEPC for the past two years.

MOTION by Ms. White to forward the nominations of Joel Curtis to Seat 10 (Primary) and Paul Khera to Seat 10A (Alternate) on the LEPC for terms expiring December 31, 2017 plus the full three-year term expiring December 31, 2020. *Hearing no objection, the motion carried.*

5. Treadwell Arena Advisory Board - Appointment

Mr. Jones noted that at the last HRC meeting, the committee made appointment recommendations for the Treadwell Arena Advisory Board (TAAB). He also noted that this meeting packet now includes an application from incumbent Bret Connell which we

did not have during the previous HRC meeting.

MOTION by Mr. Gregory to recommend the reappointment of Bret Connell to a term on the Treadwell Arena Advisory Board beginning immediately and expiring May 31, 2020. *Hearing no objection, the motion carried.*

B. Other Business

VI. STAFF REPORTS

Ms. McEwen requested HRC members spread the words and try to recruit members for the various board and commission vacancies.

VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

VIII. ADJOURNMENT

There being no further business, Mr. Jones adjourned the meeting at 6:35 p.m.

Presented by: The Manager
Introduced:
Drafted by: A. G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2802

A Resolution Reestablishing the Juneau Commission on Aging and Repealing Resolution 2279.

WHEREAS, the Senior Citizens' Advisory Committee was established in January 1977 by Resolution 430 (and amended with Resolution 434) to assist with Alaska State Housing Authority (ASHA) with the development, construction and management of a 42-unit elderly housing project (now known as Fireweed Place); and

WHEREAS, Resolutions 430 and 434 were repealed in August 1985 via Resolution 1121am, which dissolved the Senior Citizens' Advisory Committee and established the Juneau Commission on Aging to provide greater opportunities for citizen participation in the planning, development, operation, and maintenance of programs and services for Juneau's senior citizens; and

WHEREAS, Resolution 1121am was repealed in May 2005 and replaced with Resolution 2279, which changed the Juneau Commission on Aging's membership numbers and age criteria; and

WHEREAS, a series of public meetings were held in May and June of 2017 to determine the future of the commission or a similar advisory group; and

WHEREAS, following the recommendations coming from the public meetings, the Assembly Human Resources Committee agreed it was in the best interest of the community to reestablish the commission with a newly refocused mission and membership structure.

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

Section 1. Commission reestablished. The Juneau Commission on Aging (JCOA) is reestablished.

Section 2. Membership. The JCOA shall consist of nine voting members appointed from the general public. Members shall be appointed to staggered two-year terms. Incumbents serving on the JCOA at the time this resolution is adopted may continue to serve the remainder of their present term and are eligible for reappointment. The assembly shall appoint members from a diverse population of people with knowledge of issues relating to aging or with expertise on health, housing, transportation, finances, insurance, and other

areas of concern for seniors in Juneau. At least five public members shall be 65 years of age or older. Four public members shall serve without restriction as to age.

Section 3. Purpose and mission. The purpose of the JCOA is to advise the Assembly on issues regarding seniors in Juneau and to promote awareness of Juneau's senior population, the quality of life of seniors; and the role of seniors in the social and economic life of Juneau.

Section 4. Powers and Duties: The JCOA's powers and duties may include the following:

- a. Promote senior citizen participation in the planning and development of programs which benefit and enhance the health, safety, and welfare of senior citizens in the City and Borough of Juneau.
- b. Build a coalition among established groups and support programs working to address the needs of seniors. Assess and identify gaps in the senior service delivery system. Share information within the coalition and report findings to the Assembly.
- c. Act to support the Assembly's Economic Plan as it relates to the senior economy.
- d. Collect facts and statistics, and make studies of, the conditions and problems pertaining to the employment, health, financial security, social welfare, and other factors that bear upon the well-being of older Juneauites. Act as plan manager and facilitator of the Juneau Senior Needs Survey.
- e. Coordinate events in May highlighting Older Americans Month.

Section 5. Procedures. The Commission's procedures shall be governed by the Rules of Procedure for Assembly Advisory Board, as amended from time to time.

Section 6. Staff Assistance.... *[specific language to be discussed with the City Manager and finalized at the 7/31/2017 HRC meeting.]*

Section 7. Duration. The duration of the Commission shall be as follows:

- a. If the Assembly is unable to appoint a qualified slate of commissioners to serve on the JCOA by December 31, 2017, then the JCOA will sunset as of that date.
- b. If the Commission does not sunset due to the Assembly's inability to appoint qualified members, the Commission shall sunset three years from the effective date of this resolution.

Section 8. Repeal of resolution. Resolution 2279 is repealed in its entirety.

Section 9. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this _____ day of _____, 2017.

Kendell D. Koelsch, Mayor

Attest:

Laurie J. Sica, Municipal Clerk

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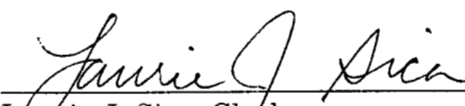
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Section 6. Effective Date. This resolution shall be effective immediately upon adoption.

Adopted this 9th day of May, 2005.


Bruce Botelho, Mayor

Attest:

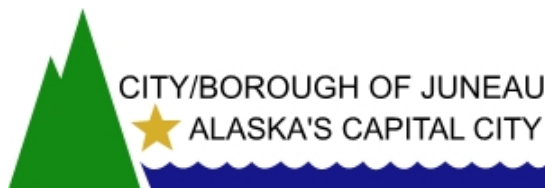

Laurie J. Sica, Clerk

Total # of Seats: 11 + 11 Alternate Seats + City Manager or Designee

| Active Member or Liaison | Board Membership | Title | First Name | Last Name | Type of Seat | Office Held | Current Term Begins | Term Expires | Original Appointment Date | Reappointed 1 | Reappointed 2 | Reappointed 3 | Comments |
|---|------------------------------------|---------------------|------------|-----------|---|-------------|---------------------|--------------|---------------------------|---------------|---------------|---------------|---|
| 1-Elected Official | Local Emergency Planning Committee | Assemblymember | Loren | Jones | 1-Elected Official | | | n/a | 10/17/2016 | | | | Per Assembly Committee assignments as of 10/17/2016 |
| 1a - Alternate Elected Official | Local Emergency Planning Committee | Assemblymember | Vacant | | 1a - Alternate Elected Official | | | n/a | | | | | |
| 2-Peace Officer/Law Enforcement | Local Emergency Planning Committee | Deputy Police Chief | Ed | Mercer | 2-Peace Officer/Law Enforcement | | 1/12/2015 | 12/31/2017 | | 8/8/2011 | 1/12/2015 | | Juneau Police Dept. |
| 2a- Alternate Peace Officer/Law Enforcement | Local Emergency Planning Committee | Lt. | David S. | Campbell | 2a- Alternate Peace Officer/Law Enforcement | | 1/12/2015 | 12/31/2017 | | 3/5/2012 | 1/12/2015 | | Juneau Police Dept. |
| 3-Firefighter | Local Emergency Planning Committee | Asst. Fire Chief | Ed | Quinto | 3 - Firefighter | | 8/31/2015 | 12/31/2016 | | 8/31/2015 | | | Assistant Fire Chief |
| 3a-Alternate Firefighter | Local Emergency Planning Committee | | Todd | Cameron | 3a-Alternate Firefighter | | 1/1/2017 | 12/31/2019 | 11/28/2016 | | | | |
| 4-General Public Seat | Local Emergency Planning Committee | | Lindsey | Taylor | 4-General Public Seat | | | 12/31/2017 | 5/1/2016 | | | | State DHSS/Public Health Nurse III |
| 4a-Alternate General Public Seat | Local Emergency Planning Committee | Dr. | Destiny | Sargeant | 4a-Alternate General Public Seat | | 1/12/2015 | 12/31/2017 | | 3/5/2012 | 1/12/2015 | | Psychologist, Critical Incident Stress Management, & MMRS |
| 5-BRH Hospital Seat | Local Emergency Planning Committee | Mr. | Miguel | Lopez | 5-BRH Hospital Seat | | 1/12/2015 | 12/31/2017 | | 3/16/2009 | 1/11/2012 | 1/12/2015 | BRH Lead Security Officer |
| 5a-Alternate Hospital Seat | Local Emergency Planning Committee | Ms. | Cheri | Moyer | 5a-Alternate Hospital Seat | | 1/12/2015 | 12/31/2017 | | 1/12/2015 | | | Replacing Rose Lawhorne as BRH alternate member |
| 6-Media Seat | Local Emergency Planning Committee | Mr. | Bill | Legere | 6-Media Seat | | 2/29/2016 | 12/31/2018 | | 3/5/2012 | 1/28/2013 | 2/29/2016 | KTOO General Manager, State Emergency Communications Committee member |
| 6a-Alternate Media Seat | Local Emergency Planning Committee | Mr. | Mikko | Wilson | 6a-Alternate Media Seat | | 2/29/2016 | 12/31/2018 | | 1/28/2013 | 2/29/2016 | | KATH-TV, KTOO-TV, JSD (Engineer) |
| 7-American Red Cross Seat | Local Emergency Planning Committee | Mr. | Andrew | Bogar | 7- American Red Cross Seat | | 11/9/2015 | 12/31/2016 | | 11/9/2015 | | | Disaster Program Specialist |
| 7a-Alternate American Red Cross Seat | Local Emergency Planning Committee | Mr. | Scott | Novak | 7a-Alternate American Red Cross Seat | | 1/27/2014 | 12/31/2016 | | 1/28/2013 | 1/27/2014 | | Nominated 1/28/2013 for an unexpired term ending 12/31/2013. |

Total # of Seats: 11 + 11 Alternate Seats + City Manager or Designee

| Active Member or Liaison | Board Membership | Title | First Name | Last Name | Type of Seat | Office Held | Current Term Begins | Term Expires | Original Appointment Date | Reappointed 1 | Reappointed 2 | Reappointed 3 | Comments |
|---|---|-------|------------------|------------------|---|------------------------------|---------------------|----------------------------------|---------------------------|---|---------------|---------------|---|
| 8-Owner/ Operator of Facility subject to Right to Know Act 1986 | Local Emergency Planning Committee | Mr. | Daniel | Garcia | 8-Owner/ Operator of Facility subject to Right to Know Act 1986 | Chair | 2/29/2016 | 12/31/2018 | | 2/1/2007 to seat #4 for term expiring 12/1/2007 | 2/2/2009 | 1/28/2013 | Dan previously served in Seat#4 (Public), and is currently on the Juneau Haz/Mat Team and works for UAS and eligible to serve in Seat #8. |
| 8a-Alternate Seat to #8 | Local Emergency Planning Committee | | Open Seat | Open Seat | 8a-Alternate Seat to #8 | | 1/27/2014 | 12/31/2018 | | 1/27/2014 | | | |
| 9-Community Group | Local Emergency Planning Committee | Mr. | Matthew | Musslewhite | 9-Community Group | | 2/29/2016 | 12/31/2018 | | 1/28/2013 | 2/29/2016 | | Nominated 3/16/2009 for term expiring 12/1/2012 |
| 9a-Alternate Community Group Seat | Local Emergency Planning Committee | Mr. | Ed | Williams | 9a-Alternate Community Group Seat | Vice-Chair | 2/29/2016 | 12/31/2018 | | 3/16/2009 | 1/28/2013 | 2/29/2016 | Nominated 3/16/2009 for term expiring 12/1/2012 |
| 10-Haz/Mat Transporter Seat | Local Emergency Planning Committee | Mr. | Joel C. | Curtis | 10a-Alternate Haz/Mat Transporter Seat | | 1/12/2015 | 12/31/2020 | | 1/28/2013 | 1/12/2015 | 6/27/2017 | Originally served in seat 6a 3/16/2009, reappointed 12/1/2009 to term ending 12/31/2012. Nominated 1/28/2013 to seat 10a to term expiring 12/31/2014. Reappointed 2015 to seat 10a. Moved from seat 10a to seat 10 as of 6/27/2017. |
| 10a-Alternate Haz/Mat Transporter Seat | Local Emergency Planning Committee | Mr. | Paul | Khera | 10a-Alternate Haz/Mat Transporter Seat | | 6/27/2017 | 12/31/2020 | 6/27/2017 | 6/27/2017 | | | Paul was appointed to serve both term ending 12/31/2017 and 12/31/2020. Seat 10A previously held by Joel Curtis who moved up to seat 10 as of 6/27/2017. |
| 11 Vulnerable Population Seat | Local Emergency Planning Committee | Mr. | Jason C. | Burke | 11 Vulnerable Population Seat | | | 12/31/2019 | 11/28/2016 | 1/12/2015 | 11/28/2016 | | New Seat created via Resolution 2689 [State of AK Social Services Program Coordinator] |
| 11a- Alternate Vulnerable Population Seat | Local Emergency Planning Committee | | Open Seat | Open Seat | 11a- Alternate Vulnerable Population Seat | | | 12/31/2019 | | | | | New Seat created via Resolution 2689 [State of AK Social Services Program Coordinator] |
| 12 - City Manager's Designee | Local Emergency Planning Committee | Mr. | Tom | Mattice | City Manager's Designee | City Manager's Designee | | upon leaving current job at CBJ. | | | | | |
| 12a - Alt. City Manager's Designee | Local Emergency Planning Committee | Ms. | Michelle | Brown | City Manager's Alt. Designee | City Manager's Alt. Designee | | upon leaving current job at CBJ. | | | | | |



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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Juneau Local Emergency Planning Committee (LEPC) Fact Sheet

Title: Juneau Local Emergency Planning Committee (LEPC)

Type of Board/Commission/Committee: Advisory

Affiliated Department: City Manager

Status: Active

Governing Legislation:

-Resolution 2689

-Alaska Statutes 26.23.071 & 26.23.073

-Resolution 2135 (Repealed by Res. 2689)

-Date Created: May 21, 1990

-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: Local Emergency Planning Committee. (Assembly nominations applicants and final appointments are done by the State Emergency Response Commission). Advises the fire chief on emergency management issues. Reviews the emergency response plan for the city and borough and keeps the plan up to date. Functions, when necessary, as the local emergency planning committee under SARA Title III.

Membership: Manager or Manager's designee + 11 voting members and 11 alternate members nominated by the Assembly and appointed by the Alaska State Emergency Response Commission.

Officers: Chair, Vice Chair, Secretary

Quorum: 6

Term Limits: None

Annual Appointment Period (Annual Reports Due): December

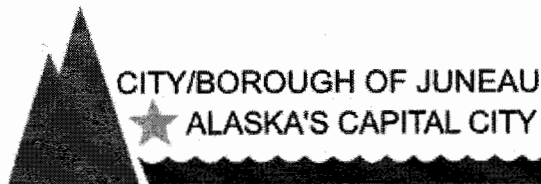
Meetings: 2nd Wednesday of each month at 12:00 Noon in the Bartlett Regional Hospital Administrative Board Room.

Special Facts: Applicants need to submit both a CBJ Board Application available online at http://www.juneau.org/clerk/boards/Application_Form.pdf and a State LEPC application form available online at http://www.juneau.org/clerk/boards/State_LEPC_Application_Form.pdf

Staff Contact: Tom Mattice, Emergency Program Manager - 586-0419 - Tom.Mattice@juneau.org

Website: http://www.ak-prepared.com/SERC/LEPC_Home

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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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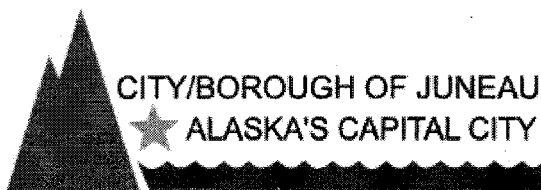
Treadwell Arena Advisory Board

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 | Reappointed 1 | 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 | | 6/5/2017 | 5/31/2020 | 6/8/2015 | 6/5/2017 | President - Juneau Adult Hockey Association (JAHA) |
| ★ Yes | Treadwell Arena Advisory Board | | Open Seat | Open Seat | | | | 5/31/2020 | | | Seat formerly held by Patty Collins |
| 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 | Chair | 8/17/2015 | 5/31/2018 | 8/17/2015 | | Player in Juneau Adult Hockey Assoc. |
| Yes | Treadwell Arena Advisory Board | Mr. | Edric | Carrillo | PRAC Liaison | | n/a | n/a | 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 |

1 public seat
Term ends 5/31/20



City and Borough of Juneau
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CBJ BOARDS, COMMITTEES, COMMISSIONS & TASK FORCES

Youth Activities Board Fact Sheet

Title: Youth Activities Board

Type of Board/Commission/Committee: Advisory

Affiliated Department: Parks and Recreation

Status: Active

Governing Legislation:

- Resolution 2761
- Resolution 2410 (Repealed by Res. 2761)
- Date Created: February 05, 1996
- 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 Youth Activities Board (YAB) Prepares requests for proposals annually for youth activities of an athletic, cultural, artistic or academic nature; adopts procedures for evaluating proposals for providing youth activities, subject to certain limitations and makes recommendations to the Assembly in April of each year for allocation of funds among the proposals selected by the board, and with assistance from the municipal manager, evaluates the use of the funds by each organization and reports annually to the Assembly on the expenditure of those funds. The criteria to be followed by the board when considering the allocation of funds is included in Resolution No. 2410.

Membership: The board consists of nine members as follows: a Parks and Recreation Advisory Committee member, nominated by the committee; a Juneau Arts & Humanities Council member, nominated by the council, a Juneau Sports Association member, nominated by the association; six public members, one of which must be 18 years or younger at time of appointment. The recreation superintendent or alternate designee of the municipal manager provides staff to this board. ★

Officers: Chair

Quorum: 5

Term Limits: 3 year terms.

Annual Appointment Period (Annual Reports Due): August

Meetings: The Youth Activities Board meeting schedule is based on the grant review cycle, for upcoming meetings check the CBJ Meeting calendar at <http://www.juneau.org/calendar/index.php> or the Parks & Recreation homepage <http://www.juneau.org/parkrec/> under "Meeting Notices".

Special Facts:

Staff Contact: Dave Pusich - 586-5226 - Dave.Pusich@juneau.org

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

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YOUTH ACTIVITIES BOARD

Governing Legislation: Res. 2410

Total # of seats - 9: 1 PRAC rep., 1 JAHC rep., 1 JSA rep., 1 member 18 years or younger, 5 general public members

| 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 | Re-appointed 4 | Reappointed 5 | Reappointed 6 | Comments |
|--------------------------|------------------------|-------|------------|----------------|--|-------------|---------------------|--|------------------|----------------|----------------|----------------|----------------|---------------|---------------|---|
| Yes | Youth Activities Board | Ms. | Joyce | Vick | Public Seat | Vice-Chair | 9/1/2014 | 8/31/2017 | 8/1/2002 | 8/1/2005 | 8/25/2008 | 9/19/2011 | 8/25/2014 | | | Also serving on the Douglas Advisory Board |
| Yes | Youth Activities Board | Mr. | John | White | Public Seat | Chair | 9/1/2014 | 8/31/2017 | 6/1/1996 | 7/1/1999 | 7/1/2002 | 8/1/2005 | 8/25/2008 | 9/19/2011 | 8/25/2014 | |
| Yes | Youth Activities Board | Ms. | Bonita | Nelson | Public Seat | | 9/1/2016 | 8/31/2019 | 8/22/2016 | | | | | | | |
| Yes | Youth Activities Board | Mr. | Edric | Carrillo | Public Seat | | 4/3/2017 | 8/31/2018 | 4/3/2017 | | | | | | | Filling seat formerly held by Liz Lange |
| Yes | Youth Activities Board | Ms. | Liz | Brooks | Public Seat | | 9/1/2016 | 8/31/2019 | 8/31/2015 | 8/22/2016 | | | | | | Former Elementary school teacher, State of Alaska Employee |
| Yes | Youth Activities Board | Ms. | Sarah | Cannard | Juneau Arts & Humanities Council Rep | | | upon end of JAHC term | 11/7/2016 | | | | | | | replaced Sean Bolly as JAHC Representative |
| Yes | Youth Activities Board | Mr. | Peter | Christensen | Juneau Sport Association Rep | | 2/2/2015 | Upon end of JSA term | 2/2/2015 | | | | | | | JSA Representative Seat (Formerly held by Robert "Bob" Kuhn) |
| Yes | Youth Activities Board | Ms. | Kathy | Tran | Youth 18 yrs or younger when appointed | | 8/31/2015 | 8/31/2018 | 8/31/2015 | | | | | | | Youth Representative Seat - TMHS Sophomore @ time of appointment |
| Yes | Youth Activities Board | Mr. | Tom | Rutecki | PRAC Rep | | 4/23/2012 | upon 2013 appointment of PRAC Rep or PRAC term expiration of 2/28/2015 | | | | | | | | Mr. served as PRAC rep to YAB, Appointed to PRAC 9/2001, reappointed 1/2004 to term ending 2/2007; Assembly extended term to end 5/1/2007 so he could finish YAB grant process. Appointed as YAB public member 8/2007. Appointed to PRAC 4/2/2012 then PRAC Rep 4/23/2012 |
| Yes | Youth Activities Board | Mr. | Dave | Pusich | Staff Liaison | | n/a | n/a | n/a | | | | | | | Staff Liaison |
| Yes | Youth Activities Board | Ms. | Ana | Olivares-Ramos | Staff Liaison | | n/a | n/a | n/a | | | | | | | Staff Liaison |

★
1 Rep to serve in JSA position until end of JSA term.