

# DRAFT MINUTES

## HUMAN RESOURCES COMMITTEE (HRC)

Monday, September 11, 2006; 6:00 p.m.

Municipal Building - *Chambers*

### I. **CALL TO ORDER**- Chairman Dan Peterson called the meeting to order at 6:00 p.m.

Present: Chairman Dan Peterson, Merrill Sanford, Randy Wanamaker, and Jonathan Anderson  
Absent: None.

Others Present: Beth McEwen, Deputy Clerk; Becky Harrington, ADA Chair; ADA Committee Members Ann Park and Kevin Gadsey; Pam Barnes, Sign Language Interpreter

### II. **APPROVAL OF MINUTES**

#### A. August 21, 2006 Human Resources Committee

*MOTION* by Mr. Anderson to approve the minutes of the August 21, 2006 Human Resources Committee meeting. *Hearing no objection, the motion carried.*

### III. **CBJ Board Appointments**

A. **Americans with Disabilities Act (ADA) Committee** – Chair Peterson brought this item back from last month's meeting. Ms. Becky Harrington, Chair of the ADA Committee was present and discussed concerns regarding reappointment of Mr. William Burk's to the committee due to lack of attendance at ADA meetings over the past twelve months. Discussion took place between the HRC members, Ms. Harrington and staff regarding the wording in the ADA bylaws and in Resolution 2246 in which a vacancy is declared if a member misses more than 40% of meetings in a 12-month period. Ms. Harrington said the Sept. 6, 2006 meeting was the first meeting at which she was the chair. At this time Mr. Burk has exceeded the 40% absence mark, even without taking the meetings at which minutes were not taken into consideration. Her hopes were that since an application has been received by a new applicant that the HRC would recommend appointment of someone new to the seat who may be able to meet the time commitment required to serve. HRC members inquired as to whether Mr. Burk had been informed of these meetings and discussion on his appointment. Ms. Harrington said she did not believe so and Ms. McEwen stated that she had contact with Mr. Burk prior to the August 21 meeting at which time he resubmitted his application telephonically and notified him of the August 21 meeting at which appointments would be considered but that no further contact had been made since then.

Ms. Harrington also asked if in the future it would be possible for the ADA Committee to review applications that come in prior to the HRC and Assembly appointment process. Additional discussion took place regarding precedents of this happening with other committees such as the Historic Resources Advisory Committee which would review applications looking for a specific area of expertise to be filled such as an owner of a historic building, or an architect, or engineer. Usually this type of criteria for selection is set out in the governing legislation of the board and the ADA Committee does have a select number of seats on it which are to be filled by persons with disabilities. Since precedence is already in place, it was

decided to allow for review of applications by the committee provided it follows their governing legislation on looking for specific criteria for the vacant seats.

**MOTION** by Mr. Anderson to recommend appointment of Mr. Earl Clark and Ms. Laura Bright to the ADA Committee. *Hearing no objection, the motion carried.*

**Bid Review Board** – Ms. McEwen explained this board rarely meets as they are only called to meet when a Bid Protest is filed and the appeal process is applied. She also explained that the board currently has the following seats up for expiration: Diane Pearson – term expired June 2005; John White, John Walsh, & Bob Wostmann – terms expired June 2006. The seat held by David Newman doesn't expire until June 2008. Diane Pearson, John White, and John Walsh indicated a wish to be reappointed. Ms. McEwen was unable to reach Mr. Wostmann due to his summer employment as a tour charter boat captain that keeps him out of town much of the summer but thought he might be willing to be reappointed. No other applications were received for the open seats on the board. Mr. Anderson inquired as to the staggering of the expiration dates of the committee. Ms. McEwen thought it might have gotten off track at some point due to the infrequency of the board's meetings but that at this time, there are three seats with terms expiring this year, and two to expire in 2008.

**MOTION** by Mr. Sanford – Mr. White, Walsh, Wostmann, for terms expiring 6/2009. *Hearing no objection to the motion, motion carried.*

**MOTION** by Mr. Sanford – for Ms. Diane Pearson for a term expiring 6/2008. *Hearing no objection to the motion, motion carried.*

**Parks and Recreation Advisory Committee (PRAC)** – Ms. McEwen explained there is currently one vacant seat on the PRAC which became open upon the resignation of Sierra Kaden. The packet contains an application from Ms. Alyssa Machold Ellsworth.

**MOTION** by Mr. Anderson to recommend to the Assembly the appointment of Ms. Alyssa Machold Ellsworth to the Parks and Recreation Advisory Committee for a term ending February 2008. *Hearing no objection to the motion, motion carried.*

- IV. Information Item – It was announced the Juneau Human Rights Commission will be holding a retreat on Sept. 23 and anyone wishing to attend would be welcome. It was also announced that the ADA Committee will hold a special meeting on Sept. 21 to discuss their committee's role in reviewing building plans as requested by the HRC.
- V. **Adjournment** – Chairman Peterson adjourned the meeting at 6:20 p.m.

*Respectfully submitted this 9<sup>th</sup> day of October, 2006.*  
*Beth McEwen, CMC*  
*Deputy Clerk*