



# Economic Stabilization Task Force

Appointed by the City & Borough of Juneau's Mayor

## Meeting Agenda

**Thursday, September 10, 2020**

**3:00 p.m.**

Members of the public may listen in or watch by following one these options  
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1-301-715-8592 or 1-312-626-6799, and enter  
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Send comments to [Economic-Stabilization@juneau.org](mailto:Economic-Stabilization@juneau.org)

### Assembly Charge

The purpose of the task force is to review the economic landscape and make recommendations to the assembly. In particular, the task force should:

1. Examine federal and state government financial assistance programs and identify and prioritize any "gaps" that exist.
2. Identify and promote strategies that enable businesses to continue operations safely such as curbside pick-up, take-away, delivery, and other innovative services. Additionally, explore strategies that enable businesses and Juneau's economy to recover in the long term.
3. Act as Liaison with the Governor's Alaska Economic Stabilization Team

Time	Agenda Item	Presenter
3:00 p.m.	Call to Order	Mr. Mertz
3:01 p.m.	Approval of Agenda	Mr. Mertz
3:02 p.m.	Approval of Minutes	Open
3:05 p.m.	Rental Assistance Update	Ms. Macvay
3:25 p.m.	Travel Juneau Traveler COVID Awareness	Ms. Thomas
3:35 p.m.	ESTF Report of Activities	Ms. Thomas
3:50 p.m.	Update on Adopted Programs <ul style="list-style-type: none"> <li>• Business Stabilization Grants Phase 1-3 Progress Report</li> <li>• Nonprofit Grant</li> </ul>	Mr. Holst Ms. Skilbred
4:10 p.m.	Update on New Legislation <ul style="list-style-type: none"> <li>• Juneau ArtWorks Grant</li> </ul>	Mr. Mertz
4:15 p.m.	Childcare Update	Ms. Martinson
4:30 p.m.	Good of the Order	Open



# Economic Stabilization Task Force

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Appointed by the City & Borough of Juneau's Mayor  
***DRAFT*** Meeting Minutes from August 13, 2020

## **Call to Order**

The Economic Stabilization Task Force meeting was called to order at 3:00 p.m. by Mr. Mertz.

Task Force Members Present: Max Mertz, Linda Thomas, Theresa Belton, Bruce Botelho, Eric Forst, Ken Koelsch, Lauren MacVay, Laura Martinson, and Terra Peters

Task Force Members Absent: Susan Bell

Staff Present: CBJ Finance Director, Jeff Rogers; City Manager, Rorie Watt; and CBJ Emergency Operations Center Planning Chief, Robert Barr

CBJ Assembly Members Present: Mayor Beth Weldon and Loren Jones

Special Guest Speakers: Juneau Economic Development Council (JEDC) Executive Director, Brian Holst; and UAS Interim Chancellor, Karen Carey

## **Approval of Agenda**

The agenda was revised to move Mr. Watt's presentation after Ms. Belton's CCTHITA COVID activities update.

## **Approval of Minutes**

**MOTION:** by Mr. Forst to adopt the Economic Stabilization Task Force minutes from the August 6, 2020 meeting. Mr. Botelho seconded the motion.

***Hearing no objections, the motion was approved.***

## **CCTHITA COVID Activities Update**

Ms. Belton shared a document detailing the CCTHITA's 2019 tribal enrollment for community councils, in order to give the committee an idea of tribal citizens' current locations. In Juneau, there are 1,863 tribally enrolled citizens under the age of 18, and 5,500 enrolled citizens who are 18 and older. There are now over 32,000 tribally enrolled citizens across all of CCTHITA's community councils.

Ms. Belton stated that CCTHITA operates almost exclusively through grants. Services funded by grants are provided to tribally enrolled citizens who are within CCTHITA's service area. Most of CCTHITA's programs are focused on social services and employment.

Ms. Belton provided an overview of the funding that CCTHITA has received and what programs and services have been implemented to address COVID concerns.

- Coronavirus Relief Fund and Department of Health and Social Services to fund a meal delivery program for elders.
- \$868,000 received from the Child Care Development Fund (CCDF).
- CARES Act Business Assistance Program to help businesses impacted by COVID to pay business-related expenses.
- Considering forming an assistance program to provide basic needs for people who have either lost their jobs or who have lost income due to unpaid leave.
- The Department of Health and Social Services has granted CCTHITA \$1.6 million.
- CCTHITA has received an additional \$1.2 million for the 477 program. The 477 program provides employment, training, and related services to eligible Alaska Native and/or American Indians who reside in CCTHITA's service area.
- \$1.5 million was received from US Housing and Urban Development via an Indian Community Development Block Grant.

Ms. Thomas asked Ms. Belton to expand on how CCTHITA's programs correspond to ESTF programs, and if Ms. Belton felt there was a need among tribal citizens for additional economic help that would allow parents to work and provide care for their children.

Ms. Belton responded that CCTHITA provides a range of services to enrolled citizens in CCTHITA's service area. Eligibility is a big component for beneficiaries of CCTHITA's programs. Depending upon the program, there can be restrictions on the area they live (e.g. tribally enrolled citizens living in Anchorage, Seattle, or San Francisco are outside of CCTHITA's service area and are not eligible to receive the same services as members who are within the service area), but there is funding in CCTHITA's treasury to cover some of their needs. A lot of CCTHITA's programs are also restricted by income; CCTHITA is helping those who have financial need for services. The extra \$868,000 from CCDF that CCTHITA received is being put toward families in need.

Mr. Mertz inquired if the transitional housing that is being funded with COVID-19 relief dollars was utilizing money from the Coronavirus Relief Fund.

Ms. Belton confirmed that funding for that project was coming from the Coronavirus Relief Fund.

Mr. Mertz asked if CCTHITA is making any efforts to encourage tribal citizen participation in the 2020 Census.

Ms. Belton responded that CCTHITA has coordinated an outreach effort and has supplied funding to other organizations who are already doing outreach. CCTHITA is also partnering with the Tlingit Haida Regional Housing Authority to encourage people to participate in the census.

**Workforce Development – UAS Scholarships**

Mr. Watt shared that he and Mayor Weldon had a meeting with University of Alaska (UA) Interim President Pat Pitney. The discussion focused on the UA Board of Regents' motion to replace the analysis of merging the University of Alaska Southeast (UAS) with the University of Alaska Fairbanks with a much more productive analysis of administrative costs to the University. Ms. Pitney stated that she would be interested in looking at a partnership between CBJ and UA wherein CBJ would use CARES Act funding to provide scholarships for a workforce development program through UAS. A group of representatives from CBJ and UA convened for preliminary deliberations on this concept. Mr. Watt said he did not fully understand the scope of authority under the CARES Act, but thought there would be great potential in utilizing the funding in this way given that other states and authorities have been exploring similar uses of CARES Act funding.

Mayor Weldon echoed Mr. Watt's enthusiasm, saying that the ESTF would be the best group to move this concept forward. Something that would need to be considered is ensuring that scholarship applicants had been affected by COVID-19.

Mr. Mertz said that he was in the meeting that took place last week and had follow-up conversations with Interim Chancellor Carey and Michael Ciri from UAS. Utilizing the CARES Act funding in this way would make sense given current guidelines. A work group will be formed of Mr. Mertz, Ms. Thomas, Ms. Bell, and two or three UAS representatives selected by UAS Interim Chancellor Carey. Mr. Mertz asked Interim Chancellor Carey to speak more to the proposal.

Interim Chancellor Carey stated that UAS has a number of programs that would interest people in the community. UAS would be willing to reach out to people across the state to garner interest. The program would primarily be for people who want to retool their skills.

Mr. Botelho recommended approaching the Commissioner of Labor and Workforce Development to have a local representative assigned to the work group. There may be funding available that could be incorporated to maximize what can be done on this project. If this is successful, it could be used as a model project that could potentially be replicated in Anchorage and Fairbanks.

**Testing Status**

Mr. Barr provided an update on CBJ's testing efforts. CBJ has submitted four purchase orders to four different vendors to acquire testing equipment. None of the vendors have committed to shipping dates as of yet; some of them have indicated that they would be able to deliver an analyzer by the end of the year. The testing that is currently done by CBJ is called PCR testing; the specimens are collected and then sent to Alaska state labs for testing. PCR testing is something that CBJ is looking at setting up locally.

Mr. Barr said that there is the potential for antigen-based testing in the future. Antigen-based testing would allow testing and processing without the use of an analyzer. Antigen testing is not as sensitive as PCR; it is also not as favorable because it takes longer to detect coronavirus. However, the advantages of antigen testing are that it is cheaper, and that people would be able to be tested more often even if the test takes a while to detect the coronavirus. After FDA approval is obtained, it would be easy for the company that produces these tests to manufacture millions of tests right away.

Mr. Watt added that the City Manager's Office sent a letter to Governor Dunleavy expressing CBJ's willingness to pilot antigen testing.

Mr. Mertz commented that there is still a lot of value in having the medical-grade PCR testing, but that antigen testing would be good to have in terms of convenience of distribution. Mr. Mertz asked Mr. Barr to speak more on the topic.

Mr. Barr confirmed that there is still value in PCR testing and that confirmatory tests on antigen-based tests would need to be done via PCR for those cases where people are asymptomatic.

Mr. Forst asked if the hospital is moving forward with a plan on where to put the testing equipment once it arrives and if this was something that can be done prior to equipment arrival.

Mr. Barr responded that this topic is being discussed during the weekly meetings he is currently attending at Bartlett Regional Hospital.

Mr. Koelsch asked if Mr. Barr dealt with the mining and seafood industries on a day-to-day basis and if those industries had been socially distancing after the COVID-19 outbreaks they had experienced.

Mr. Barr said that he engages with both the mining and seafood industries on a regular basis; they have been following protocols. Those industries will be interested in antigen testing if that becomes practice. One of the things that CBJ and the State are currently investigating is changing the airport test processing procedure. The State labs are not designed for high capacity, so they're proposing utilizing an out-of-state lab in Southern California to process tests; those labs are set up to process large sample sets and could potentially achieve much shorter turnaround times for testing results.

Mr. Watt noted that he has been communicating frequently with the cruise industry in an effort to figure out what the situation is going to be next spring and how to effectively communicate COVID-19 guidelines and expectations.

Mr. Mertz asked Mr. Barr if there is a frontrunner company out of the four to which CBJ sent purchase orders.

Mr. Barr responded that three machines are frontrunners and the fourth is the Cepheid machine. The Cepheid is a less viable option because the test kit supplies are so limited.

Mr. Botelho asked if test processing is prioritized, or if it was simply a matter of first tests in, first tests out in Juneau.

Mr. Barr responded that State labs can get through their testing load in a 24-hour time period and they process tests on a first in, first out basis. If they start to experience reagent or stopping shortages or anything that starts to delay their ability to process tests, that will likely trigger a prioritization system.

## **Update on Adopted Programs**

### *Business Stabilization Grants Phase 1-3 Progress Report*

Mr. Holst gave an update on the Business Stabilization grants available through the JEDC. An application for the CBJ Expanded Business Sustainability Grant allows participation for people who did not participate in the first round of funding. The funding for that grant allows up to \$99,000 per business.

The Small Business Express Grant is also open for businesses to apply. JEDC has had several small businesses apply to this grant, which allows up to \$5,000 in financial assistance. Mr. Holst said that there is an important application deadline coming up for these grants on August 31, 2020. If the number of applicants exceeds the funding available, JEDC will prorate the businesses; if the funds are not exceeded, JEDC will ask the City Manager for guidance on whether to extend the application deadline or give the remaining funds back to the City.

Mr. Forst asked if Mr. Holst thought the JEDC was adequately staffed to handle the workload of both the municipal grants and the administration of the AK CARES funding that they have received.

Mr. Holst responded that there are 28 new applications for Southeast Alaska under AK CARES. JEDC can process those within two to three days and is hoping for more applications. JEDC has been recruiting for positions that will help them handle the additional workload between the municipal grants and the AK CARES funding.

Ms. Martinson asked if applications would be processed and ready for disbursement on August 31, or if applications would not be processed until after August 31.

Mr. Holst responded that JEDC is processing applications as they come in. It typically takes a couple of weeks for people to get all of the paperwork they need, so anyone applying closer to the application deadline would not receive their disbursement until mid-September at the earliest.

Mr. Mertz asked Mr. Rogers to speak on the status of sending out letters to notify businesses in Juneau who had filed their taxes about the Expanded Business Sustainability Grant.

Mr. Rogers responded that he has been working with JEDC on an informational postcard with the main facts of the grant. Those will go in the mail early next week.

Mr. Mertz asked Mr. Holst if demand was starting to increase because of the additional funding available under phases 2-3 of the program.

Mr. Holst responded that he would have liked to see more applicants but is confident that the 229 businesses that have already applied will apply again. JEDC has had less than two dozen completely new applicants; JEDC is hoping that more applications will come in from commercial fishermen as they would likely qualify for the assistance.

### *Jobs / Trails Program*

Nothing new to report.

### *Rental Housing Assistance*

Nothing new to report.

### *Nonprofit Grant*

Ms. Thomas shared that City Attorney Rob Palmer will have a revision ready for the August 24<sup>th</sup> Assembly meeting to correct the grant contract so that if someone receives PPE or EIDL funds, they will not be disqualified from receiving CBJ nonprofit grant funds. Juneau Community Foundation (JCF) is preparing the grants for distribution to nonprofits that apply. They plan on advertising sometime after the August 24<sup>th</sup> Assembly meeting with an application deadline of September 25<sup>th</sup>. The Task Force also recommended that the Assembly consider the potential of \$3 million in additional funding for social service agencies to fund social service programs; this recommendation is on hold for now. The Alaska Community Foundation was allocated \$35 million from the State to distribute to nonprofits. JCF is expecting more information on that funding by early next week.

### **Update on New Legislation**

#### *Juneau ArtWorks Grant*

Nothing new to report.

### **Strategic Initiatives Action Items**

#### *Childcare*

Ms. Martinson shared that she and Mr. Botelho went over the childcare recommendations for the Assembly on Monday night. The Assembly gave the green light to allow the City to divert some staff to take a look at the childcare issue and develop a strategy to move forward.

Mr. Botelho said there was a lot of reticence on the part of the Assembly and the recommendation was watered down. The City Manager said they would look at it and bring back guidance. It was a split vote, 7-2 to proceed.

Ms. Thomas stated that the Task Force focused more on the economic impacts in the community and on the unavailability of care for children up through middle school for the workforce population. The Task Force's recommendation provided guidance to focus on a childcare coordinator position that would be able to pull recommendations together – someone who would have the time and resources to do so. Some Assembly members expressed that they felt the responsibility was being given to them. The intent, however, was to acquire better direction and potential resources.

Ms. Martinson said that part of the problem is the definition of the term “childcare” and what that encompasses. In her opinion, “childcare” is more than simply a childcare center; it also includes finding ways to care for children.

Ms. Thomas recommended that the Task Force provide more advanced notice to the Assembly, so they have time to discuss what is being presented at future meetings.

Mr. Mertz stated that in one of the early meetings, everyone acknowledged the difficulty of this situation and understood that time was short; nobody was expecting a solution to be implemented by the beginning of the school year.

*Strategies for Downtown Covid Related Issues*

Ms. Thomas shared that there are a number of local nonprofits that are directly engaged with homelessness and feeding people. Several of these entities have applied for programs that will help with homelessness issues over the next few months. As the Glory Hall prepares to move to a Valley location, CBJ is considering opportunities to develop infrastructure downtown that would return some of the services the Glory Hall provided to the area.

Mr. Rogers sent the group information on the cost of a sales tax holiday and outlined some of the pros and cons.

Mr. Koelsch asked if the City has responded to using CARES Act money or funding that is in the Sales Tax Fund or budget reserves to get the Glory Hall building project going.

Mr. Rogers responded that both Southeast Alaska Independent Living and the Glory Hall have been in regular communication with the City Manager about those projects. The Assembly has requested funding assistance for both of those projects; they will likely be up for consideration at the next Assembly Finance Committee meeting.

Mr. Rogers said that he and the City Manager have counseled that these projects do not qualify for CARES Act funds because neither of the projects would be completed until late into the 2021 calendar year; that cannot be described as necessary to respond to the current public health emergency. That is different than the consideration of buying a building that could be put into play for sheltering unsheltered populations fairly quickly. If CBJ could buy a facility and retrofit it quickly to be used during the public health emergency, that would be considered a CARES-eligible expense.

Mr. Rogers stated that the balance of the Sales Tax Fund and the General Fund are equivalently usable. The unrestricted fund balance (UFB) is a combination of those two balances; the Assembly can spend them both on all of the same items. Mr. Rogers reported that CBJ did better in FY20 than expected. The Committee received the news last week that next summer's cruise season is forecasted to be very tepid. If that forecast is accurate, there would be a significant shortfall at the end of FY21 and the beginning of FY22. The Assembly has concern for the need of those facilities, but it is a question of balancing how they spend limited funds.

Mr. Forst questioned the rationale behind purchasing a building to use for a service that other organizations already provide. Mr. Forst said that investing in organizations that are trained and already know how to meet those needs would be a better response. If the Glory Hall received the money they need, they could have a building up and running by next summer.

Mr. Rogers responded that in recent years, the City has been the sole provider of a low-barrier cold weather shelter. With the Glory Hall exiting downtown and continuing in a model that is more akin to



permanent supportive housing rather than an emergency shelter, the City recognizes that there is an unmet need.

#### *Workforce Development*

Nothing new to report.

#### **Good of the Order**

Ms. Belton said that CCTHITA kicked off their Back-to-School Backpack Program this week. Instead of purchasing school supplies, this year CCTHITA purchased 6,000 Chromebooks so that children at home will have the means to do their schoolwork.

Mr. Botelho suggested that once ESTF has launched all in-progress programs, the Task Force should consider winding down and begin thinking about generating a report that summarizes the work that the Task Force has been doing.

Ms. Peters inquired if a program existed for parents who cannot afford to pay their internet bills with the added expense of kids using Zoom for school this year.

Ms. Martinson responded that GCI and the Juneau School District are working together to help families on an as-needed basis. Ms. Martinson will follow up with the Superintendent to acquire further details.

Ms. Peters said that gap can be filled with some of the CARES Act funding for families that need it.

Mr. Koelsch suggested that as the Task Force looks at workforce development, recommending that they touch base with the Southeast Regional Resource Center, as they have been involved in the Juneau Child Development Academy and they have worked with the University and the Southeast Alaska Association for the Education of Young Children.

#### **Adjournment**

At 4:47 p.m., the meeting was adjourned.

#### **Appointed Task Force Members**

Max Mertz, Co-Chair • Linda Thomas, Co-Chair • Susan Bell • Theresa Belton • Bruce Botelho

Eric Forst • Ken Koelsch • Lauren MacVay • Laura Martinson • Terra Peters



## Economic Stabilization Task Force

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Appointed by the City & Borough of Juneau's Mayor  
*DRAFT* Meeting Minutes from August 27, 2020

### **Call to Order**

The Economic Stabilization Task Force meeting was called to order at 3:02 p.m. by Ms. Thomas.

Task Force Members Present: Max Mertz, Linda Thomas, Susan Bell, Theresa Belton, Bruce Botelho, Eric Forst, Lauren MacVay, Laura Martinson, and Terra Peters

Task Force Members Absent: Ken Koelsch

Staff Present: CBJ Finance Director, Jeff Rogers; City Manager, Rorie Watt; Administrative Assistant I, Jack Scholz

CBJ Assembly Members Present: None

Special Guest Speakers: Executive Director at Juneau Economic Development Council (JEDC), Brian Holst

### **Approval of Agenda**

Ms. Thomas informed the Task Force that, due to administrative errors that led to the agenda being posted after the deadline for public noticing requirements, they would not be able to take any formal actions or make motions at this meeting. Mr. Rogers said that they can still hold the meeting normally without taking any actions or making motions.

Since Mr. Holst would be attending the meeting later than previously thought, his report on the Business Stabilization Grants Phase 1-3 Progress would be delayed until he was able to attend.

### **Approval of Minutes**

The motion to adopt the Economic Stabilization Task Force minutes from the August 13 meeting was deferred due to the Task Force's inability to make motions at this meeting.

### **UAS and Workforce Development**

Mr. Mertz reported that the last time the Task Force met, they had already been talking with UAS about the potential for workforce development opportunities. Mr. Mertz stated that they are starting these discussions late; the fall semester has already begun, and it takes time to organize a scholarship program. Such a program would be structured to provide scholarships to attend UAS on a credit hour basis. The scholarships would be sufficient to cover costs, with a possible living stipend. He reported

interest in the possibility of running this scholarship program through a third party; there are several similar programs in Juneau. Due to the late starting date, they are unsure what kind of demand there is for a program this year. Another complicating factor is that any COVID-19 relief fund money used for the program must be spent by December 31, 2020. They are hoping for a potential extension from Congress. All of these factors contributed to the recommendation to hold off on creating a program for now, and to monitor Congress's decisions.

### **Task Force Term & Responsibilities**

Ms. Thomas said that the end of the Task Force's six-month preliminary term is late September or early October. She suggested preparing a report to CBJ on actions taken by the Task Force and information gathered about the economic situation. Mr. Botelho suggested each member in charge of a fact-finding group prepare a brief report that they will then compile into a larger report to CBJ. Ms. Thomas stated that it is early to determine whether the Task Force will continue. If they do, it will likely be in a different capacity.

### **Public Comment Matrix**

Ms. MacVay reported that there were no new public comments.

### **Grant Awards Round 1 – Alaska Community Foundation**

Ms. Thomas reported that Ms. Skilbred was in the process of gathering information from the Alaska Community Foundation regarding awards for the first round of grants. This information will be used as a measure while requesting additional funding from CBJ. The Alaska Community Foundation had requested a second phase funding amount of \$3 million for non-profits specific to social service agencies and associated with public health and COVID-19 needs. This is on hold until they receive the information provided through the Alaska Community Foundation.

### **Childcare Update**

Ms. Martinson reported that school started on the previous Monday, and that community members with children are attempting to solve the childcare issue on their own as best they can. A few daycare centers have reported losing employees hired by homeschooling families as at-home nannies.

Ms. Martinson warned of potential staffing issues at some daycare centers.

Mr. Watt informed the Task Force that the Assembly would be discussing childcare at a Committee of the Whole on August 31, 2020.

### **Update on Adopted Programs & Legislation in Progress**

#### *Jobs/Trails Program*

Mr. Botelho reported that he received reports from CBJ and Eaglecrest, but that he had not heard back from Trail Mix, Inc. Reports from CBJ Parks and Recreation state the parks maintenance crews have been working on many trails clearing brush and mud slides, improving drainage and paths, and installing

concrete design footings, markers, and signs. They participated in multiple trainings in August. Maintenance crew teams have completed deep cleans in multiple downtown parks.

Mr. Botelho said that Mr. Dave Scanlan, the General Manager of Eaglecrest, reported that crews are working on many projects despite challenging weather. Mr. Scanlan had stated that they had several employees leave, potentially due to the difficulties of working in the weather. Eaglecrest has completed a mountain bike trail segment.

#### *Rental Housing Assistance*

Ms. MacVay reported that Tamara Rowcroft at Alaska Housing Development Corporation provided an update regarding CBJ's COVID-19 Short-Term Rental Assistance Program. Ms. Rowcroft had stated that they have only used a portion of the funds. There is concern about the amount of publicity for the program. Now that federal unemployment support has largely ended, they are expecting greater need for mortgage assistance. Additionally, the eviction moratorium has ended. This will likely increase demand as well.

#### *Nonprofit Grants*

Ms. Thomas stated that the Assembly, at its Monday meeting, approved a technical amendment to the nonprofit grant ordinance. This amendment asserted that applicants would not be excluded from receiving grant funding if they had received PPP or EIDL funds. If the demand for assistance becomes greater than the funds available, excluding applicants who have received PPP and EIDL funds might be included in the requirements for application. Ms. Thomas reported the applications were sent out on August 25, and are due back in late September. All applications will be considered at the same time.

#### *Juneau ArtWorks Grant*

Mr. Mertz announced that the Juneau ArtWorks Grant was introduced at the Finance Committee meeting on the previous Monday. It will be heard at next Assembly meeting.

#### *Business Stabilization Grants Phase 1-3 Progress Report*

Mr. Holst reported that the Juneau Economic Development Council had great outreach for Phases 2 & 3 of the Business Stabilization Grants. The window to submit applications for Phases 2 & 3 closes on August 31, after having been open for three week time per the ordinance. Mr. Holst stated that they have currently received 194 applications for Phase 2 and 35 for Phase 3. As the deadline is approaching, they are seeing an increase in applications. The number of applications is still not as high as expected; JEDC recieved 240 applications in Phase 1, and they assumed that all previous applicants would apply for Phase 2, as well as others. So far they have received 47 applications from new applicants, potentially due to additional outreach. One possible consequence of this is the need to prorate the funds awarded if the demand exceeds the resources. If it does not, JEDC will have the option to open for additional applicants. Mr. Rogers had the idea of sending out a mailer to every sale tax payer in Juneau, which has garnered some new applicants.

Mr. Holst said that there are 185 applications that are post-approval, with less than 60 applications that have not yet been completed. There is some overlap between the end of Phase 1 and start of Phases 2 & 3, which has caused some minor confusion. They have sent out clarifications.

Mr. Forst asked what was holding up the process for those who have not yet completed their applications.

Mr. Holst replied that some people do not work well with computers and have trouble getting information to the JEDC. These applicants require some extra work and coaching.

Mr. Mertz remarked that they are four days away from the expiration of Phases 2 & 3 on August 31. Section K of the business grant ordinance allows the City Manager to continue the program on a first come, first served basis if the grant program is not fully subscribed by the expiration date. The Task Force needs to know if the City Manager is going to extend it, or whether they need to recommend that he consider doing so.

Mr. Holst said that they will not know until midnight on August 31 how many applications they have received. They will continue to process applications for award amounts, and then assess whether there are resources left over. He stated that there may be a pause between closing down the application process and reopening it, if CBJ decides to do so. It will take about a week to calculate whether they can reopen it.

Ms. Thomas asked if JEDC is managing the Alaska CARES money along with Credit Union 1.

Mr. Holst replied that they are, and said it was his understanding that they are the only non-government agency doing grant processing. In the contractual agreement, they asked for applications from southeast Alaska first, which will be prioritized. They started awarding grants under the Alaska CARES program on August 26. The US Department of Commerce is encouraging businesses that have received PPP and EIDL funds to apply.

Mr. Mertz asked why only the JEDC is working on grant administration.

Ms. MacVay replied that they engaged in discussions with five or six other financial institutions, but in the end only JEDC submitted a response to the Request for Proposals. She added that the grant administration program is inspired by JEDC's other programs. She credited JEDC with much of the progress made in administering the program.

### **Good of the Order**

Ms. Belton reported that the Backpack Program was not as well-utilized as they thought it would be. She also stated that CBJ received a \$150 thousand grant from the Department of Commerce, which was reported on by KTOO, KINY, and a news release from the Department of Commerce itself.

### **Adjournment**

At 3:55 p.m., the meeting was adjourned.

#### **Appointed Task Force Members**

Max Mertz, Co-Chair • Linda Thomas, Co-Chair • Susan Bell • Theresa Belton • Bruce Botelho

Eric Forst • Ken Koelsch • Lauren MacVay • Laura Martinson • Terra Peters



## COVID-19 Rental and Mortgage Assistance Program

### Application Instructions

#### Eligibility

Households must meet the following criteria to be considered for financial relief:

- Be a resident of the Ketchikan Gateway Borough, residing outside the City of Saxman (for Rental or Mortgage assistance in Saxman, please visit: <https://www.cos-grants.com/>);
- Rent or own housing within the City of Ketchikan or Ketchikan Gateway Borough;
- Experienced loss of income due to the ongoing COVID-19 Pandemic as of March 16, 2020;
- Earn at or under the Maximum Allowable Income (Annual) for Ketchikan Gateway Borough of \$69,840.00 as set by the Alaska Housing Finance Corporation

#### Funds Availability

The City of Ketchikan and Ketchikan Gateway Borough have made funds available to households who have had a loss of income on or after March 16<sup>th</sup>, 2020 due to COVID-19.

\$1,500 will be awarded to qualified households while funds remain available.

The total funds available are \$1,000,000 for City of Ketchikan, and \$500,000 for Ketchikan Gateway Borough.

#### To Apply

Applications will be accepted through **September 11th, 2020**

Submit applications in one of the following ways:

- Email: [james.johnson@comconnections.org](mailto:james.johnson@comconnections.org)
- Fax: attn. James Johnson (907) 225-1541

- *Mail or hand-deliver to:*  
Community Connections  
Attn: James Johnson  
721 Stedman St  
Ketchikan AK 99901

Applications may be amended before the deadline. Incomplete applications will be rejected.

Only one application per household will be accepted.

Applicants will be notified of the status of their application via email to the contact person on the application.

If the demand for grants exceeds available funds, we reserve the right to allocate the funds on a first come, first serve basis. Applications will be date-stamped and processed on an ongoing basis.

## **Questions**

Contact James Johnson at Community Connections for more information or for clarification.

Phone: (907) 225-7825

Email: [james.johnson@comconnections.org](mailto:james.johnson@comconnections.org)

# RENTAL & MORTGAGE ASSISTANCE APPLICATION

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## Applicant Information

Name (Last, First, MI): \_\_\_\_\_

Name(s) as listed on the lease/mortgage/rental agreement:

\_\_\_\_\_

Primary Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Do you reside within the Ketchikan City limits or in the Borough?

☐ City ☐ Borough

Do you reside outside of the City of Saxman?

☐ Yes ☐ No

Have you experienced loss of income due to COVID-19?

☐ Yes ☐ No

On what date did your loss of income occur?

\_\_\_\_\_

Annual Household Income before COVID-19 Hardship:

\$\_\_\_\_\_

Annual Household Income after COVID-19 Hardship:

\$\_\_\_\_\_

Monthly Mortgage or Rent Payment?

\$\_\_\_\_\_



Can you please describe the circumstances in which your employment/income has been reduced due to the ongoing COVID-19 pandemic, such that you lack sufficient resources to pay housing costs?

To be approved for a one-time payment of \$1,500 to assist in covering your rent or mortgage, you will need to provide lender or mortgage holder information or the name and address of your landlord for a check to be cut and sent.

Please select how award funds will be distributed:

Lender or Mortgage Holder Information

Bank or Lending Institution Name: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Mortgage or Loan Borrower: \_\_\_\_\_ Account #: \_\_\_\_\_

Rental Landlord Information

Landlord Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Landlord Phone Number: \_\_\_\_\_

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### Certification

As an official signer of the application, I certify that the information provided in this application is true and accurate and that I meet the eligibility requirements for this grant. I agree to assist in the verification of information provided in this application and to provide additional information to the City of Ketchikan or the Ketchikan Gateway Borough, if requested.

CARES Act funds cannot be used to reimburse expenses that have already been reimbursed by other federal programs including CARES Act funds. By signing, I certify that I have not received CARES Act funding for the expenses that I am claiming on this application from the City, Borough or any other entity.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

September 8, 2020

Max Mertz  
Linda Thomas  
Co-Chairs  
Economic Stabilization Task Force  
City & Borough of Juneau  
155 S. Seward Street  
Juneau AK 99801

Dear Max and Linda,

More than 50% of US citizens are ready to plan their next travel adventure, and US Travel Association reports that Alaska is in the top 11 destinations travelers are considering: uncrowded, outdoor destinations that show they've handled the COVID-19 crisis. The other reality that more than 70% of travelers currently making plans will change plans due to the virus. Consequently, destinations that show their visitor-focused businesses have protocols and mitigation plans in place are best positioned for the return of independent travelers, especially as confidence in air travel continues to increase.

Travel Juneau is developing a local industry program and communications campaign that will align and engage Juneau businesses with COVID-19 health protocols and mitigation plans. The goals are to reassure Juneau residents that the visitor industry is opening responsibly, using best practices. The campaign will

- build awareness and alignment with the local visitor industry about the necessity for comprehensive, tailored protocol and mitigation plans for COVID-19, and have the industry commit to the creation and implementation of these plans.
- secure and manage TJ partner commitments to participate in 3rd-party accreditation through the Global Biorisk Advisory Council (GBAC) – GBAC STAR Facility Accreditation Program.
- in a second wave, build the same with the general business community.
- develop and provide access to tools and materials to assist businesses.
- explore wrapping the program into Tourism Best Management Practices (TBMP) for additional visitor industry buy-in as well as peer-to-peer and community enforcement.
- communicate Juneau's commitment to residents and prospective visitors through as many platforms and channels as possible; these include Travel Juneau's social media platforms, its website, and through paid and unpaid promotion throughout the community. The first wave will be locally/regionally focused with the second wave aimed at independent travelers in specific national markets.

In sum, the Juneau Cares campaign will demonstrate to Juneau residents and by extension, inbound travelers, that the visitor industry takes the health of our community seriously and that we need to welcome the industry back. For this comprehensive project, Travel Juneau requests a \$383,775 grant from available CARES funding through CBJ. The campaign outline and draft budget are attached.

We thank the ESTF for its consideration of our request.



Liz Perry President & CEO, Travel Juneau



### **Juneau Cares Campaign**

*A campaign demonstrating the visitor industry's commitment to the health of our town*

#### **Rationale**

Travelers are looking for assurance that destinations are safe to visit, per Destination Analysts/USTravel Association. To find this information, potential visitors are researching CVB/DMO websites like [TravelJuneau.com](http://TravelJuneau.com), city administrative sites, and local business sites.

A community messaging campaign is a responsible component in our destination marketing and Travel Juneau is the logical lead for this program as travelers ease back into the market. During late fall 2020, TJ is taking an intentional approach to build local confidence that the industry keeps health and safety as its top priority.

#### **Campaign overview**

The Juneau Cares initiative is a communications project to encourage the development and implementation of robust protocols and mitigation plans among visitor industry businesses. The initiative will provide resources to all local businesses and communicate Juneau's commitment to safety from pathogens like COVID-19.

- All visitor industry businesses in Juneau are encouraged to develop COVID-19 cleaning & screening protocols and mitigation plans based upon best practices, including ATIA's recommendations and guidance from the CDC and State of Alaska.
- All visitor industry businesses make those plans available to their staff and clients on-site and in their marketing, including websites.
- High-level guidelines become part of the TBMP program and are made public.
- Alongside these TJ assists in promoting the implementation of those plans through the Caring for Juneau campaign on its website and through the development and distribution of additional collaterals such as logos, explanatory materials, and window clings that visitor industry businesses may use to indicate they're participating in the program.
- The campaign is directed to winter travel, including legislative travel, then aims toward the 2021 season and beyond.
- The campaign, working through the Greater Juneau Chamber of Commerce, Downtown Business Association, and other organizations, encourages all local businesses to participate in the program.

## The Juneau Cares Campaign and TBMP

Travel Juneau has the support of Tourism Best Management Practices (TBMP) for this campaign. As an enforcement piece, locals and other businesses would use the current hotline and email platforms to submit concerns about whether TBMP members are following their protocols. These calls would be added to the matrix of concerns already covered by the program and reported in the regular monthly updates to CBJ and TBMP members. Currently under consideration are these high-level guidelines to be added to the program:

**HEALTH AND SANITATION PLAN AND PROTOCOLS:** *All TBMP members agree to maintain and update as needed, a health and sanitation plan for staff and guests to mitigate the potential transmission of highly contagious viral diseases including but not limited to Norovirus Gastroenteritis and COVID-19 Coronavirus. Members will train staff and monitor and enforce policy implementation and agree to comply with all applicable local, state, and federal regulations.*

*Because businesses operate in a myriad of ways, each TBMP member will tailor the plan and implementation to its specific operations. Sample plans and procedures are available from ATIA, CDC, and a number of other organizations. At a minimum, TBMP member businesses pledge that:*

- *staff and guests will wash hands frequently; hand sanitizer will be available*
- *the number of common touch points are minimized*
- *staff wellness screenings are conducted with appropriate frequency*
- *staff and guests will follow social distancing & capacity guidelines and mandates*
- *staff and guests will wear face coverings per applicable guidelines and mandates when interacting in confined spaces (indoor gathering areas, transportation, offices, etc.)*
- *the plan includes appropriate cleaning protocols and frequencies of all gathering areas, transportation, offices, equipment, etc.*
- *the plan incorporates training of all staff*
- *the plan incorporates mitigation processes in the event of staff or guest illness*
- *the plan/procedures are available upon request of staff or guests and should be shared on the business website*
- *protocols should be posted at the place of business and/or place where staff and guests gather (tour venues, transportation, offices, etc.)*
- *any venue/attraction (museums, restaurants, breweries, hatcheries, shopping locations, etc.) included on a guest tour will also have similar plans and protocols in accordance with this TBMP guideline*

## Campaign rollout

Travel Juneau will take the lead on the production of collaterals for the campaign, including information pieces, logos, and video, and will retain rights/control over those while sharing with participating businesses. Travel Juneau may seek bids for the production and delivery of collaterals. Travel Juneau will manage communications and promote the campaign on the [traveljuneau.com](http://traveljuneau.com) website through the “Locals” and “Travel Resources” pages.

Following the initial community rollout, the Destination Marketing Department will launch fresh national campaigns that wrap in the Caring for Juneau initiative. The accompanying budget shows how and where the campaigns will run. Travel Juneau will track and report metrics from the campaign elements.

Other organizations and committees to collaborate with:

- TBMP – visitor industry businesses would agree to the new guidelines as part of their membership in TBMP. TJ and TBMP continue their partnership in communications, community concerns, and reporting.
- Greater Juneau Chamber of Commerce (JCC) – a partner in communications and in growing the program into the wider business community.
- Downtown Business Association (DBA) – a partner in communications and in growing the program into the downtown business community
- Juneau Economic Development Council (JEDC) – the campaign is referenced in JEDC’s “Choose Juneau” program for the benefit of potential residents



### Juneau Cares Campaign

Description	Platform	Market	Request	Notes
Develop and storyboard animation & videos	N/A	N/A	\$2,500	
Animation & video production	N/A	N/A	\$25,000	
Deliver education events to TJ partners, TBMP, JCC, other civic organizations	Local education; in person or via Zoom	Local/community	\$0	
Collateral production		Local/community	\$4,500	
3rd-party facility accreditation through Global Biorisk Advisory Council (GBAC)		Local/community	\$50,000	Includes TJ partner hotels, retailers, operators, restaurants, and facilities. Estimate based on GBAC pricing.
Paid local outreach	All local radio, newspaper, online	Local/community	\$40,000	
Contract with NBCUniversal or similar	Broadcast & streaming	Western US; lead metro areas in WA, CA, TX, FL	\$75,000	All promotion after Dec '31 will be bonus/no cost *
Over-the-top streaming ads (OTT)	Broadcast & streaming services	Western US; lead metro areas in WA, CA, TX, FL	\$75,000	All promotion after Dec '31 will be bonus/no cost *
Voice ads	Spotify	Western US; lead metro areas in WA, CA, TX, FL	\$5,000	All promotion after Dec '31 will be bonus/no cost *
Social media roll-out and paid Google advertising	FB, IG, Twitter	Geotarget affluent lead metro areas in WA, CA, TX, FL	\$15,000	All promotion after Dec '31 will be bonus/no cost *
Opportunities in high-end niche publications, e.g., yachting & boating mags	Online, perhaps print	Target west coast	\$50,000	All promotion after Dec '31 will be bonus/no cost *
Video roll-out, national campaign	YouTube	National	\$20,000	All promotion after Dec '31 will be bonus/no cost *
Purchase PPE, sneeze guards, & sanitizing supplies for visitor info centers			\$3,500	Get inventory for 2021 season

\* Travel Juneau intends to execute contracts with media that include bonus promotion running into the 2021 tour season at no additional cost. Typically, promotion for the summer begins in the prior November & December.

Program costs	\$365,500
TJ Admin @ 5%	\$18,275
<b>Total Request</b>	<b>\$383,775</b>

## Brenwynne Grigg

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**From:** Midgi Moore  
**Sent:** Wednesday, September 9, 2020 8:50 AM  
**To:** Economic Stabilization  
**Cc:** Rorie Watt; Beth Weldon; Liz Perry  
**Subject:** Support for Juneau Cares funding

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Dear Economic Stabilization Task Force,

I am writing to support the requested funding for the Juneau Cares project. As we enter into winter and look forward to the legislative session starting up again, it's important that we put our best foot forward in demonstrating that Juneau is proactive in developing and implementing safety protocols for COVID 19 mitigation.

Upon reading the proposal, I am very encouraged to see that not only is the travel industry taking a strong lead, but they are looking at retailers, restaurants, and all businesses in Juneau.

It's imperative we continue to be solution oriented and it's my hope that you will approve this funding so that we may continue to move forward.

Thank you,

Midgi Moore, CCTP

Midgi Moore, CCTP  
Owner, Juneau Food Tours  
***A Tour with Taste***  
[www.juneaufoodtours.com](http://www.juneaufoodtours.com)  
(907) 723-8478  
DIRECT LINE: (907) 723-5244  
#mightytasty  
#happybelly

Get your Alaska fix now! Check out [Taste Alaska!](#) Have the Last Frontier delivered to your front door.

**Our Mission: to deliver tasty memories.**  
**USA Today – Top 10 best food tours in North America**



## **Childcare Coordinator \$29.46 per hour**

*Temporary, non-benefitted hourly position*

The City & Borough of Juneau is recruiting for a Childcare Coordinator to assist in the creation of a program to assist in the care of K-5 elementary school age children while the Juneau School District is operating under the COVID-19 restrictions. If you are interested in helping the CBJ find solutions to assist our families and employers during this challenging time please consider applying today!

### **What you will be doing:**

The incumbent will work closely with the Juneau School District, employers, families and other community partners to help develop learning and care options for Juneau's children and to provide assistance to families and employers who rely on normal school operations to work.

This position will help identify community need and resources, develop programs to support identified solutions, and monitor the effectiveness of implemented solutions as community need and school district programs evolve in response to the local COVID emergency.

### **We are looking for an individual with the following knowledge, skills and abilities:**

- Excellent communicator verbally and in writing
- Demonstrated ability to work collaboratively with a wide range of people
- Good problem solving and conflict resolution skills
- Demonstrated skill in data collection and analysis

### **Additional desired skills, not required:**

- Experience working with children and families is a plus
- Experience working with Community Partners, Volunteer Organizations and Businesses
- General understanding of educational challenges created by distance learning and COVID-19 pandemic

### **When you will be working:**

Monday through Friday. We are open to considering scheduling options up to 37.5 hours a week. The position is funded through December 31, 2020 but may be extended through the school year depending on funding and need.

### **Where you will be working:**

This position will working through the Zac Gordon Youth Center and have a physical office located downtown. There may be some flexibility around work location options.

\*This position is a temporary, non-benefitted, hourly position.



## **MINIMUM QUALIFICATIONS for CHILDCARE COORDINATOR**

**Experience/Education:** A bachelor's degree in social sciences or related field, or any combination of professional level experience or post-secondary education equivalent to (4) years.

Note: Applicant must provide documentation to support how their prior experience and/or post-secondary education meet the knowledge, skills, and experience as outlined in the minimum qualifications and the job announcement. Applicants may not be considered if their application does not provide supporting documentation (ie. transcripts,) or does not provide enough detail.

Applicants using post-secondary education may qualify on the basis of 3 semester or 4 quarter school credits equating to one (1) month of experience.

### **SPECIAL NOTE:**

This is an hourly temporary emergency position created to for the sole purpose of responding to the COVID-19 Public Health emergency. In accordance with City & Borough of Juneau Personnel Rule 5 PR 010. "Emergency Appointment" of these type of positions do not qualify for health or life insurance, leave or holiday pay. An emergency appointment may not exceed the duration of the emergency.

### **CLOSING DATE**

This position will be open until filled. Applications will be reviewed beginning September 11th, 2020.

### **QUESTIONS:**

If you have any questions about this position please contact Jordan Nigro at 586-0456 for further information.

**\*IMPORTANT NOTE TO APPLICANTS\*** Applicants should carefully fill out the application and ensure information provided is neat and legible. Applications should clearly highlight relevant knowledge, skills, abilities and job experience that demonstrates minimum qualifications and desirable traits required to perform the duties. Applications that are incomplete or illegible may be removed from consideration.

### **WHERE TO APPLY**

The CBJ continues to make every effort to maintain social distancing while continuing to provide services and information to Juneau. Please consider emailing your completed application to assist us in these efforts.

Email applications to:  
[Employment@juneau.org](mailto:Employment@juneau.org)

#### **Mail completed application to:**

City and Borough of Juneau  
Human Resources & Risk Mgmt. Department  
155 South Seward St.  
Juneau, Alaska 99801  
[www.juneau.org/human\\_resources](http://www.juneau.org/human_resources)

**OR**

#### **Visit:**

<http://www.juneau.org/personnel/jobs.php>  
for instructions on how to submit an application  
via email

#### **Drop off completed application to:**

City and Borough of Juneau  
Human Resources Risk Mgmt. Department  
107 Municipal Way, Suite 101  
Juneau, Alaska 99801

**OR**

#### **Fax completed application to:**

(907) 586-5392

**THE CITY AND BOROUGH OF JUNEAU IS AN EQUAL OPPORTUNITY EMPLOYER**

# Caring for K-5 students during COVID-19

Assembly Committee of the Whole

August 31, 2020

# Staff Direction & Problem Statement

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**Task:** Create a framework to care for K-5 children in the community in response to operational constraints at the Juneau School District

**Problem Statement:** The JSD has a range of operational strategies ranging from online education to full in person delivery. Anything other than normal school operations creates challenges to families who rely on care for their younger children (K-5) during the school day to work.

# Objectives

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A successful program or mix of programs would need to meet the following criteria:

- Ability to flex with changing school conditions
- Allow students to engage with learning initiatives
- Minimize disease risk
- Sustainable until school begins operating normally
- Acceptable to families, safe for children
- Fiscally prudent
- Provide support to low income families

# Assumptions

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- School may continue to be disrupted through the remainder of the school year.
- CARES funding is only available for use through December 31, 2020.
- Families will have different needs and care should be taken to offer a variety of options which might be applied to different situations.
- Communication should be tailored so that families recognize this is a community program that will require some level of sacrifice and cooperation amongst family groups.
- Care would be available for students enrolled in the Juneau School District.
- A fulltime emergency employee would be hired to coordinate and support all identified options – cost is approximately \$60,000.

# Need

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- JSD has 2,100 children enrolled in their K-5 programs.
- According to a recent survey conducted by the ESTF, roughly half of the households have a parent or other adult caretaker at home. The remaining households appear to need additional support. The district is unable to give us enrollment data by household.
- Priority for funding should be targeted to children and families who have the most economic/social vulnerability. Identification of families could be partially informed by enrollment in the free and reduced lunch program which currently serves 30% of elementary school families, approximately 620 students in the K-5 system.
- Low-income children are eligible to receive reduced-price or free meals at school. Children in households with incomes below 130 percent of the poverty level or those receiving SNAP or TANF qualify for free meals. Those with family incomes between 130 and 185 percent of the poverty line qualify for reduced-price meals.

# Framework Options

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- Support for small family groupings for cooperative learning environments
- Expand RALLY services
- Provide monetary support for employer based childcare
- Provide monetary support for families who are learning at home

Note: other options were considered by the ESTF and ROCK groups. Staff reviewed those recommendations and determined that the options listed above were the most viable from an operational standpoint.

# Support Family Cooperatives

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Provide support to families looking to arrange learning cooperatives either in their homes, or if home is not an option, in other locations acceptable to the family groupings. Support could include assistance in pairing with other families, assistance in locating a physical space, and ongoing support to work through issues.

In this model, parents would partner with each other and take turns working with the child grouping. This would free up the other adults to return to work.



# Support Family Cooperatives

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# of children served	TBD
Estimated Cost	\$10,000
Facility Needs	Variable – if home based, no facility needed. If there is desire for cooperative that can not meet in the home, space may need to be sourced. If additional space is needed, there is a potential added cost.
Staffing Needs	Coordination of program structure and materials would be assigned to Childcare Coordinator who would work with one JSD staff person at each elementary school.
Other considerations	This option is low cost/high impact

# Expand Rally Services

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On August 31<sup>st</sup>, JSD will stand up fulltime RALLY at 3 school sites to serve 126 children. The program will operate between 7:30 and 5:30, M-F. The program could be expanded to all elementary school sites which would increase enrollment to 252.

During RALLY, children would have access to online learning.

Families are normally charged for RALLY care with lower income families having access to childcare assistance. In this model, costs have been presented as if RALLY care would be provided at the same cost as normally charged for before and after school care.

JSD has set the cost of full time RALLY at \$310 per week.

# Expand Rally Services

# of children served	Planned Current – 126, Proposed Expanded - 252
Estimated Cost	\$280,000 per month for the expanded program. Costs could be offset through parental tuition in whole or part.
Facility Needs	None. JSD facilities would be used.
Staffing Needs	Staff to child ratio is 2:14 JSD is currently staffed to offer RALLY for 126 children. The expanded model would require an additional 18 – 20 staff.
Other considerations	<p>There are no childcare licensing requirements for RALLY as services are provided at the school district. If this model was expanded to other locations, licensing would be a complicating factor.</p> <p>RALLY spaces could be prioritized for essential workers and/or families that are unable to have an adult at home during the day.</p> <p>JSD has requested that their staff be prioritized for RALLY spaces (at no cost) so that teachers and other staff are fully available to run online learning.</p>

# Support Employer Childcare Options

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Employers could be encouraged to set up childcare spaces at work locations. These could follow a parent cooperative model or paid staff could be engaged to provide care.

Employers currently may deduct childcare expenses as a business expense and apply for a tax credit of 25% of childcare expenses up to \$150,000 (IRS 8882). Employers with onsite care are not required to obtain state licenses provided the employee is on site while their child is in care.

CBJ could offer an incentive to employers to provide care or employers could charge parents a fee for care. CBJ could also partner with larger employers to directly offset cost of care when the employer provides the facility space. Similar to providing a RALLY type program.

# Support Employer Childcare Options

# of children served	TBD (cost estimates use 150)
Estimated Cost	\$52,500 per month
Facility Needs	Employer would provide facility
Staffing Needs	None – a per child stipend would be paid to employers to provide care.
Other considerations	<p>Facility space would have to allow for appropriate social distancing and internet connectivity for online learning and comply with reasonable adult to child ratios.</p> <p>Unless the site is licensed for childcare, employees would need to be physically onsite during hours of operation.</p> <p>Some level of support could be provided by the Childcare Coordinator position to help businesses navigate how to set up an onsite program.</p>

# Provide Monetary Supplement for at Home Care

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Provide a monetary supplement to families who meet the income thresholds for the free or reduced lunch program. Parents would qualify for a stipend to help offset the cost of providing care at home.

Full payment could be provided to families who meet the income qualifications for the free lunch program, with a prorated amount for families who qualify for the reduced lunch program.

Children in households with incomes below 130 percent of the poverty level or those receiving SNAP or TANF qualify for free meals. Those with family incomes between 130 and 185 percent of the poverty line qualify for reduced-price meals.

# Provide Monetary Supplement for at Home Care

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# of children served	400
Estimated Cost	\$140,000 per month
Facility Needs	None, care happens at home
Staffing Needs	Supervision of children is provided by family
Other considerations	<p>Payments would only be made to families not using other K-5 supported services.</p> <p>Coordination could be complicated</p> <p>Would be available to all families, not just families with students enrolled through JSD.</p>

	# of students	PC/PM	Sept - Dec	Jan - May	Total
<b>K-5 Care Coordinator</b>			26,000	32,500	58,500
<b>Family Cooperative Coordination</b>					
Materials			8,000	2,000	10,000
Facility Costs				-	
<b>Total</b>		0	8,000	2,000	10,000
<b>RALLY Program</b>					
Staffing		1,111	1,120,000	1,400,000	2,520,000
Revenue Collected		-500	-500,000	-625,000	-1,125,000
<b>Total</b>	<b>252</b>	611	620,000	775,000	1,395,000
<b>Employer Provided Childcare</b>					
Program Payments	150	350	210,000	262,500	472,500
<b>Monetary Supplements for at Home Care</b>					
Payments	400	350	560,000	700,000	1,260,000
<b>Framework Costs - Total</b>	<b>802</b>		<b>1,424,000</b>	<b>1,772,000</b>	<b>3,196,000</b>



# Recommended Next Steps

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With Assembly Approval and Direction:

- Hire temporary K-5 Childcare Coordinator
- Develop support materials and organizational structure for Family Cooperatives
- Conduct tailored survey for families with K-5 students to determine actual need and interest in the various options
- Survey Employers to determine interest in providing onsite childcare
- Assess further action once survey information is gathered.

Note: K-5 classes will be online at least until the end of the first trimester which is November 6, 2020