




Kenai Peninsula Borough  
Legal Department

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**MEMORANDUM**

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor 

**FROM:** Colette Thompson, Borough Attorney   
Brandi Harbaugh, Finance Director 

**DATE:** June 3, 2021

**RE:** Ordinance 2021-26, Amending KPB 2.34.010 to Modify the Risk Management Committee School District Member's Requirements (Mayor)

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The borough code at KPB 2.34.010 establishes the office of risk management in the borough human resources department. It also establishes the risk management committee, which is responsible for administering the office of risk management in conjunction with the claims manager. It provides that the risk management committee members shall include the borough finance director, the borough attorney, and an employee of the school district who has significant responsibility for managing school district finances.

The new school district superintendent would like to appoint the school district human resources manager to the risk management committee. Much of the work done by the risk management committee crosses over into human resources concerns including worker's compensation claims, other litigation relating to human resources issues, and employee safety. This ordinance would amend the language to provide that the school district member will have significant responsibility for managing school district finances and/or human resources.

Your consideration of this ordinance would be appreciated.