

**Commission members:**

Keith Allen  
Cat Beltmann  
Monica Bolinger  
Etienne Djevi  
Ahmed Hassan  
Richard James  
Grace Lee  
Kathryn  
Macomber  
Lauren Peterson



**Human Rights, Inclusion  
and Engagement  
Commission  
Agenda  
Thursday, June 25, 2020  
City Council Chambers**

**Address:**  
2660 Civic Center Dr.  
Roseville, MN 55113

**Phone:**  
651-792-7000

**Website:**  
[www.cityofroseville.com/hriec](http://www.cityofroseville.com/hriec)

1. 5:00 P.M. Call To Order/Roll Call
2. Approval Of Agenda
3. Public Comment On Items Not On The Agenda
4. Approval Of Minutes
5. New Business
  - 5.A. 5:05 PM Commission Work Plan Discussion

Documents:

5A. STAFF REPORT\_WORK PLAN REMINDER.PDF  
5A. ATTACHMENT A\_HRIEC WORKPLAN.PDF  
5A. ATTACHMENT B\_PROCLAMATION LIST.PDF  
5A. ATTACHMENT C\_STRATEGIES FOR ENGAGEMENT.PDF

6. Other New Business Or Reports
7. Announcements
8. Future Agenda Items
9. 6:30 P.M. Adjournment

*Public Comment is encouraged during Commission meetings. You may comment on items not on the agenda at the beginning of each meeting; you may also comment on agenda items during the meeting by indicating to the Chair your wish to speak.*

*Be a part of the picture... get involved with your City... Volunteer. For more information email [rachel.boggs@cityofroseville.com](mailto:rachel.boggs@cityofroseville.com) or call (651) 792-7028.*

# Roseville Human Rights, Inclusion and Engagement Commission

## Agenda Item

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**DATE:** June 25, 2020

**ITEM:** 5a

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**ITEM DESCRIPTION:** Commission Work Plan Reminder

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### **Background**

Attached is the document presented last month the Commission has chosen to use as a tool to guide their work over the next year. The intent of this document is to:

1. Create a better system for accountability
2. Structure the commission meetings so more commissioners have ownership over the agenda.

### **Recommendation**

Discuss action items

### **Attachments**

- A.** Work Plan Assignments
- B.** Proclamation List
- C.** Strategies for outreach

Roseville HRIEC 2020 Workplan

Activity	Lead	Timing	Assignment	Notes
<p><b>Community Engagement Toolkit</b></p> <ol style="list-style-type: none"> <li>1. Refine documents to recreate 101 training, pre-program planning template, techniques doc, and initial strategies</li> <li>2. Gather staff feedback on documents</li> <li>3. Finalize draft documents at commission level</li> <li>4. Present toolkit and recommendations to City Council</li> <li>5. Refine documents based on feedback</li> <li>6. <i>TBD</i></li> <li>7. <i>TBD</i></li> <li>8. <i>TBD</i></li> </ol>	<p><b>Cat Keith Kathy</b></p>	<ol style="list-style-type: none"> <li>1. February</li> <li>2. February</li> <li>3. March</li> <li>4. April</li> <li>5. April/May</li> </ol>	<ol style="list-style-type: none"> <li>1. Cat</li> <li>2. Rebecca</li> <li>3. All</li> <li>4. All</li> <li>5. TBD</li> </ol>	
<p><b>Community Outreach</b></p> <ol style="list-style-type: none"> <li>1. Develop initial community contact list to include key institutions and businesses.</li> <li>2. Brainstorm/discuss possible outreach/engagement strategies</li> <li>3. <i>TBD</i></li> <li>4. <i>TBD</i></li> <li>5. <i>TBD</i></li> <li>6. <i>TBD</i></li> <li>7. <i>TBD</i></li> <li>8. <i>TBD</i></li> </ol>	<p><b>Etienne</b></p>	<ol style="list-style-type: none"> <li>1. February</li> <li>2. March</li> <li>3. March</li> <li>4. March</li> <li>5. April</li> </ol>	<ol style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> <li>3. TBD</li> <li>4. TBD</li> <li>5. TBD</li> </ol>	
<p><b>Participate in Rose Parade</b></p> <ol style="list-style-type: none"> <li>1. <i>TBD</i></li> <li>2. <i>TBD</i></li> <li>3. <i>TBD</i></li> <li>4. <i>TBD</i></li> <li>5. <i>TBD</i></li> </ol>	<p><b>Lauren</b></p>	<ol style="list-style-type: none"> <li>1. <i>TBD</i></li> <li>2. <i>TBD</i></li> <li>3. <i>TBD</i></li> <li>4. <i>TBD</i></li> <li>5. <i>TBD</i></li> </ol>	<ol style="list-style-type: none"> <li>1. <i>TBD</i></li> <li>2. <i>TBD</i></li> <li>3. <i>TBD</i></li> <li>4. <i>TBD</i></li> <li>5. <i>TBD</i></li> </ol>	
<p><b>Essay Contest</b></p> <ol style="list-style-type: none"> <li>1. Finalize essay contest prizes and selection process</li> <li>2. Review and score essays</li> <li>3. Discuss Spanish language essays with reviewers</li> <li>4. Select winning essays &amp; determine prizes</li> <li>5. Winning essays read at City Council meeting</li> </ol>	<p><b>Staff &amp; Commission</b></p>	<ol style="list-style-type: none"> <li>1. February</li> <li>2. March</li> <li>3. March/April</li> <li>4. April</li> <li>5. May</li> </ol>	<ol style="list-style-type: none"> <li>1. All at Commission mtg</li> <li>2. All individually</li> <li>3. All at meeting</li> </ol>	

			<ul style="list-style-type: none"> <li>4. All at Commission mtg</li> <li>5. N/A</li> </ul>	
<b>Proclamation Display Case</b> <ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> <li>3. TBD</li> <li>4. TBD</li> <li>5. TBD</li> </ul>	Richard	<ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> <li>3. TBD</li> <li>4. TBD</li> <li>5. TBD</li> </ul>	<ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> <li>3. TBD</li> <li>4. TBD</li> <li>5. TBD</li> </ul>	
<b>Work with city staff and other commissions to integrate proclamations into existing program plans</b> <ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> </ul>	Kathy	<ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> </ul>	<ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> </ul>	
<b>Advise on commission recruitment, interview, and onboarding processes to support better community participation and increased diversity of Applicants.</b> <p><i>* This work ties directly to the community outreach work that was identified as a priority by City Council and any recommendations will be considered as part of that work. In addition, City staff can bring questions/items for feedback to the commission at any time.</i></p>				
<b>Advise city departments and commissions on proposed activities or events as it relates to engagement, diversity, and inclusions</b> <p><i>* Work on this will be dependent upon city staff or commissions bring items to the HRIEC for consideration or feedback. No committee assignment is necessary.</i></p>				
<b>Review hiring/contracting practices and policies to ensure inclusion and equity</b> <ul style="list-style-type: none"> <li>1. Receive updated from staff on current practices/policies/procedures</li> <li>2. Bring back to mid-year City Council check-in for further conversation</li> </ul>		<ul style="list-style-type: none"> <li>1. March</li> <li>2. July</li> </ul>	<ul style="list-style-type: none"> <li>1. TBD</li> <li>2. TBD</li> </ul>	

Proclamation	Month	Display Case Assigned
1. MLK Day	January	Eck
2. Human Trafficking	January	Peterson
3. Black History Month	February	Djevi
4. Women's History Month	March	Hassan
5. Days of Remembrance	April	Iverson
6. Fair Housing Month	April	Bolinger
7. Asian & Pacific Islander Heritage Month	May	Djevi
8. Mental Health Awareness Month	May	<b>Beltmann</b>
9. Older Adults Month	May	Manke
10. LGBTQIA++ Month	June	Bolinger
11. Americans with Disabilities Month	July	Hansel
12. Constitution Week	September	Beltmann
13. Hispanic Heritage Month	September	Macomber
14. Indigenous People's Day	October	Eck

## **Ideas on how to develop strategies to engage underrepresented populations:**

### **Background:**

To paraphrase Councilman Bob Willmus the day I interviewed to join the commission, "there are communities in the city we have difficulty engaging and we hope to change that." There are indeed some communities in the city that do not participate as much as we would like in the activities of the city. The council as a whole has expressed to the HRIEC the desire to develop this participation on multiple occasions.

We had, over the past year or so, made a lot of progress in finalizing the toolkit for city staff. It is my hope that we take the concern shared by Councilman Willmus to heart, and propose activities that to that end.

Change is not easy. Change requires work. Change requires perseverance and patience.

When community engagement strategies are crafted without the voices of vital stakeholders, they are prone to failure. They can seem prescriptive, and even be off-putting to the very communities we hope to engage.

In order to build meaningful community engagement, we need input from underrepresented groups. We need to invest time and energy to build relationships, listen to our residents, and in the end, develop activities that are valued by both the underrepresented groups as well as by the wider community.

Our shared interest is a tolerant community, enriched and strengthened by its diversity.

### **A- Existing activities**

Being intentional, proactive, and deliberate by including underrepresented communities the city wishes to engage in existing events.

#### **A-1/ Rosefest.parade**

In my opinion, this event is by far the most visible way we show the pride in our city. Inviting groups/communities that do not traditionally participate in the parade but call Roseville home will be the best way we can display the diversity within in our city.

The process to get these communities involved could take the following shape:

-HRIEC will explore the appetite from the communities we wish to reach/engage for their participation in the parade.

-Make a list of the communities that express that appetite

-HRIEC will identify 2 (for a pilot) communities that expressed the desire to be in the parade by January.

-The communities identified will be presented to the council for approval

-HRIEC will submit applications for these communities/groups to be the parade.

-HRIEC will actively work with the identified communities to get them ready for the parade.

-Information gathered by HRIEC will be communicated to the city (parade planning committee or staff liaison?) for institutional record keeping and future need for engagement.

-Feedback session between HRIEC and communities that participated in the parade to recap.

**A-2/ Creative Crossroads: A good model.**

**A-3/ Sweetheart Dance (similar approach as discussed in A-1).**

**A-4/ Family open basketball (similar approach as discussed in A-1).**

**A-5/ Summer Roll-in movies: Coco, Moana (similar approach as discussed in A-1).**

**A-6/ Wild Rice Festival (similar approach as discussed in A-1)**

## **B- New activities**

Creating new activities that culturally relevant for the said communities will foster a welcoming environment.

**B-1/ Activities linked to proclamations: Display cases plus programming.**

-Human trafficking

-Hispanic Heritage Month

-Native Americans

-Women History Month

-Black History month

-Mental Health

-etc

**B-2/ Human Righth Essay contest**

-Essay contest in Native Language

-Providing specific outreach in various languages.

-Youth activities with the participants of all backgrounds: fostering friendship amongst participants will create understanding and tolerance amongst young people.

**B-3/ Police-Community relations.**

Work with the PD to build trust between the PD and community.

**B-4/ Activities proposed/suggested by the communities.**

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