

Commissionmembers:

Keith Allen
Amanda Becker
Etienne Djevi
Paul Haas
Richard James
Grace Lee
Kathryn Macomber
Laura Palmquist
Adepeju Solarin
Beverly Xie



**Human Rights,
Inclusion and
Engagement
Commission
Agenda
Wednesday, July 21,
2021
City Council
Chambers**

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651 - 792 - 7000

Website:
www.cityofroseville.com/hriec

1. 6:30 P.M. Call To Order/Roll Call
2. Approval Of Agenda
3. 6:35 P.M. Public Comment On Items Not On The Agenda
4. Commission Response To Community Issues
5. Approval Of Minutes
 - 5.A. 6:45 PM June 9, 2021 Minutes - Special Meeting
Documents:
[HRIEC DRAFT 06.09.2021.PDF](#)
 - 5.B. 6:50 PM June 16, 2021 Minutes
Documents:
[HRIEC DRAFT 06.16.2021.PDF](#)
6. 6:55 P.M. Youth Commissioner Report
7. New Business
 - 7.A. 7:00 PM CultureBrokers, LLC. Update
 - 7.B. 7:10 PM Review Of HRIEC And City Council Joint Meeting - July 12, 2021
 - 7.B.i. Conversion Therapy Ban Ordinance Discussion
Documents:
[CONVERSION THERAPY DISCUSSION AGENDA ITEM.PDF](#)
[CONVERSION THERAPY DRAFT ORDINANCE.PDF](#)
[MUNICIPAL BAN FAQs - OUTFRONT MN.PDF](#)
8. Other New Business Or Reports

8.A. 7:45 PM Work Plan Updates

Documents:

[HRIEC-2021WORKPLAN_JULY.XLSX](#)

8.A.i. 8:00 PM Essay/Art Contest Recommendations

Documents:

[ESSAY ART CONTEST SUBGROUP RECOMMENDATIONS.PDF](#)

8.A.ii. 8:15 PM Monthly Proclamations Recommendations

Documents:

[PROCLAMATIONS SUBGROUP RECOMMENDATIONS.PDF](#)

8.B. 8:30 PM Staff Updates

Documents:

[STAFF UPDATES AGENDA ITEM 072121.PDF](#)
[COMMUNICATIONS PLAN_TEMPLATE 071321.PDF](#)

9. Announcements

10. Future Agenda Items

11. 8:40 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.

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1 **Human Rights, Inclusion and Engagement Commission**
2 **Special Meeting Minutes**
3 **DRAFT – June 9, 2021 - DRAFT**
4

5 *Pursuant to Minn. Stat. 13.D.021,*
6 *Human Rights, Inclusion and Engagement Commission members, City Staff, and*
7 *members of the public participated in this meeting electronically*
8 *due to the COVID-19 pandemic.*
9

10
11 **Commissioners Present:** Keith Allen, Amanda Becker, Etienne Djevi, Paul Haas, Richard
12 James, Grace Lee, Kathryn Macomber, Laura Palmquist and
13 Adepeju Solarin.
14

15 **Youth Commissioners:** Beverly Yiling Xie
16

17 **Commissioners Absent:** None
18

19 **Staff Present:** Thomas Brooks, Equity, and Inclusion Manager
20

21 **Call to Order/Roll Call**
22

23 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
24 order at 6:30 p.m.
25

26 **Approve Agenda**
27

28 Commissioner McComber moved and Commissioner Solarin seconded a motion to approve the
29 Agenda as presented. Motion passed unanimously.
30

31 **New Business**
32

33 **a. Discussion on Current and Future Work Plan Direction**

34 Chair Djevi provided a recap on the reason for a special meeting. He discussed the
35 possibility of the Commission getting new work items with the Equity Diversity
36 Manager being hired.
37

38 Mr. Brooks indicated the special meeting is an opportunity for the Commission to get
39 together and express any thought the Commissioners had, both on the existing work
40 plan as well as the future work plan.
41

42 Vice Chair Lee indicated she hoped the new Commissioners will bring new ideas and
43 fresh energy. While the new Commissioners are coming in middle of the current
44 work plan, she thought there was still opportunity to utilize the Commissioners
45 passion and experience in a way that will benefit the City and residents. She noted it
46 can be discouraging if the Commission proposes something to the Council and the

47 Council is really not onboard, but she thought that was a part of the Commission's
48 responsibility for the City and its residents to promote different ideas or work for the
49 City and, if necessary, try to bring the City Council onboard.

50
51 Mr. Brooks showed the Commission questions on current and future work plans.

52
53 Commissioner Allen indicated what came to mind for him was that he personally did
54 not have any interest in changing the current work plan. His interest is after a work
55 item is completed; he really wants the Commission to evaluate if it should go onto the
56 next years work plan. There will obviously be things that come up during the year
57 that the Commission might want to pivot or add on, just for the fact of responding to
58 community need.

59
60 Commissioner Becker explained she appreciated the special meeting and some of the
61 context she has received prior to the meeting has been really helpful. She thought in
62 thinking about the work Plan, from her perspective as a new person coming in, there
63 are just a few items on there. She was curious about the process and how the
64 Commission came to creating the work plan and being able to see that in the past,
65 some of the plans have been done by consensus workshops, or facilitation is really
66 helpful for her and feels like a really equitable process. When she thinks about a
67 consensus or facilitated workshop and being a part of one of those, personally for her,
68 for the next work plan, she thought it was really helpful to understand both a vision
69 and a mission for this Commission specifically. She understood that, looking at the
70 strategic plan, the City has CultureBrokers, staff and she thought it was pretty clear
71 what their vision is for the next few years, some sort of mission behind that followed
72 by some action steps. She thought it would be interesting to try to model that same
73 process for the Commission, understanding the Commission only meets once a month
74 and it might be a more micro-mission statement, but she thought her only
75 recommendation would be if the Commission could figure out what that mission
76 statement is and have that be a part of and physically listed on the agenda every
77 month to help guide conversations and steer conversation in the right direction. She
78 also agreed with Commission Allen that the current work plan does not necessarily
79 need to go away but she was curious about the items that have been completed there,
80 if there is a debrief on those, is there a decision then on how it went and how it should
81 move forward, sort of the process of what that looks like when a work plan item is
82 completed.

83
84 Commissioner Haas explained for him being a new member as well, it feels like he
85 would rather stick with the current plan rather than develop anything new. He
86 indicated he was more passionate about the engagement piece with the community
87 and trying to get, not only input from the Commission, but even with regard to the
88 next item, the commitment statement, etc., it is helpful to talk to other people in the
89 community. If he were going to push in one direction, it would be towards the
90 engagement piece and seeking to connect more for the work plan. He was in favor of
91 continuing the current work plan.

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Youth Commissioner Xie agreed with Commission Haas regarding community engagement and thought COVID has been hard on that piece. She thought the Commission could implement more community engagement into the work plan since the Commission serves the community and all of the Commissioners are community members.

Commissioner James thought there are some things that will be continuing items on the work plan. The City Council is very interested in the Essay Contest, and he thought that is something the Council will still want to continue. The Commission started but have not finished the proclamations which is also going to be an ongoing thing because they want to be able to tie in the activities and action to go along with the proclamations. This can also involve community outreach. One the work plan everyone has, including the one Mr. Brooks presented to the Commission, there are two items that are not on the work plan that had been on there before. One is the community involvement and outreach and the other one is the proclamations. Those two things need to be added in so on the spreadsheet all of those things are listed on there. The community outreach part is something the Commission started working on a little bit but has fallen by the wayside and no one has been reporting back about that. Even though they are restrictive on COVID, it does not mean the Commission could not be thinking about and generating ideas and plans for the future. He thought these are things that will be ongoing because the community is changing and will not always be the same from year to year and work plan to work plan.

Commissioner McComber explained she worked through each of the questions and ended up with more questions instead of answers. For the first question regarding the new tasks to come from City Administration on equity work, what modifications should be made to the current Council approved work plan. She thought that was hard for the Commission to know at this point because the Commission does not know the importance, the priority of a task that might come from the City Administration and they really have not prioritized the tasks in the current work plan to see which could be removed or delayed if another task came up because they do need to be aware of how much the Commission can accomplish with the time given. The question about which part of the work plan she was most passionate about; the engagement piece and proclamations were important to her. She thought it was powerful to take what could be just a piece of paper with no teeth and add action items, pick out specific proclamations.

Commissioner McComber explained on the third question about what community outreach by the HRIEC look like to be effective, mostly it would be is if the community is aware of the Commission, are the communities the HRIEC trying to reach aware. She thought that was kind of hard to measure. Thoughts about a current timeline for developing the next workplan, she thought it would be nice to be jotting down ideas about that now as they begin to see the new priorities come from Mr. Brooks and CultureBrokers. She thought it was so hard to know how current and

137 future equity initiatives impact. They have to be imbedded in the work the
138 Commission is doing but she did not know what they are right now. When
139 Commissioner Becker talked about a Mission Statement, she always goes back to
140 their duties and functions of evaluating City outreach efforts, advising the City
141 Council on recommendations and strategies an engaging residents and business
142 through City Council programs. That is kind of the lens in which she used to look at
143 things, but she thought there will be some major changes as a result of the
144 CultureBrokers reports and Mr. Brooks’s work and observations. Much of it will be
145 internal to the City but much of it involving the Commission and community and she
146 did not think there was sufficient information yet. She would be happy if the
147 Commission could pick out three or four high priority items and drill down into them
148 the strategies and tactics and develop those outcome measures moving forward.

149
150 Commissioner Peju thought most of her comments were going to be emphasis. In
151 line with what Commissioners Allen and Haas have shared she agrees with. She also
152 agreed with what Commissioner McComber has talked about. Specifically, since the
153 new Commissioners have come on, her role is to evaluate everything mentioned but
154 what she has observed so far as when it is either CultureBrokers or staff or the City
155 still figuring out stuff, the Commission would need enough time to support the work
156 itself. As Commissioner McComber mentioned that is still in flux for the City
157 leadership and all of that together.

158
159 Commissioner Palmquist echoed the new Commissioners and indicated she was
160 happy with where the work plan is currently at and she thought it was really helpful
161 being new, coming in and seeing what the Commission is currently working on. She
162 wanted to specifically echo Commissioner Haas on sticking with what the
163 Commission has got and then the emphasis on engagement. It sounds like everyone
164 is pretty passionate about that so finding a way on how to put a lead on it. She
165 thought it is something they will all be focusing on in their own way, so engagement
166 is a tough one, specifically looking at it as a specific work plan topic. She thought the
167 current equity plan is really good coming from what the City Council wants. She
168 indicated she was really happy with where the Commission is at right now and she
169 thought the subgroups help to with the engagement and driving them forward as a
170 Commission.

171
172 Vice Chair Lee explained she was fine with the current plan and made sense. She
173 agreed with sticking with that and finishing out and as they go evaluate things and
174 when the Commission starts to work on next year’s work plan to evaluate and
175 consider if the Commission wanted to continue to do that. For her, personally, the
176 City Council are elected officials that are supposed to serve the resident and the City,
177 and she did not really care what they want to do every year. She thought it was the
178 Commission’s responsibility to engage with the community and find out what is
179 helpful and useful and what the residents would like to see happen. Also, the
180 Commission can use their own thought and judgement to determine what they think is
181 best for the residents. She thought the proclamations are good as well to bring to

182 light different educational topics. She wanted to add that while the Commission does
183 have this work plan that is being worked on, when things come up, she thought the
184 Commission does have the flexibility to work on other items as well.

185
186 Chair Djevi explained by going back to the past a little bit, one thing he has to pause
187 over, over the last several years has been to take a two-handed approach. When the
188 City and different City departments have specific activities or programs that need
189 engagement of the community, the Commission could be a liaison and help do the
190 community engagement. For example, Just Deed, staff did most of the work and the
191 Commission took a look at it to see if they agreed that it was something they could
192 encourage the City Council to take on and to be able to do that they were also
193 supposed to reach out to the community as well as to the commitment on the
194 CultureBrokers. Specific programs that the City has and need engagement on, the
195 Commissioners could be helpful in doing part of the engagement. That would mean
196 that the Commission knows who to engage and who are the stakeholders so there is a
197 plan in place to help. This is where, once the Strategic Action Plan comes out and
198 finalized, the Commission will need to know the specific things that the
199 Commissioners need to do.

200
201 Chair Djevi indicated that is one approach, the second approach is, when he
202 interviewed, one thing the Council was pretty particular about was the desire to reach
203 out to people who traditionally do not get involved in city government and this is
204 where, in thinking about different ways of engaging people in minority communities,
205 particularly in other marginalized groups, using the proclamations could be a way of
206 inviting people to participate in something that is of interest for them. Something that
207 they could see themselves in and that is how having activities linked to proclamations
208 came about. This is also getting a diversity group, for example, in the parade, became
209 something. The question always is going to be “from where we are, where do we
210 go”. He believed that some of the activities that the Commission has proposed
211 around proclamations, around the parade are specific methods of reaching out to the
212 community and getting people engaged. If they get to a point where CultureBrokers
213 and Mr. Brooks have different ways of doing things better than he thought they can
214 get involved. He thought the only strategy here is to better their engagement
215 processes so that they actually do the engagement as opposed to talking a lot about it.

216
217 Chair Djevi explained what he was hearing from everyone is that they want to do
218 engagement and are flexible about adding things from CultureBrokers and Mr.
219 Brooks that they may have for the Commission to work on. Hopefully, the City
220 Department, as they need engagement from the community, will involve the
221 Commission and the Commission will get more tasks. He thought the Commission
222 should continue with the current work plan and as things come up the Commission
223 will modify what can be modified and maybe combine what need to be combined so
224 the Commission is effective reaching out to the community.

225

226 Commissioner James agreed with the focus being on community involvement. He
227 thought they needed a subgroup or a new subgroup to come back with some basic
228 plans and ideas or have a specific agenda item each month to talk about community
229 involvement for new ideas.

230
231 Mr. Brooks explained he appreciated everyone's commitment to weigh in on this and
232 have a healthy discussion. This discussion is not unique to the Roseville HRIEC.
233 Many of the HRIEC's in other communities are having the same type of discussions
234 as well. The HRIEC's need to always evaluate where they are, what their role is in
235 all of this, and he did think that the one thing that is unique about this Commission is
236 that the Commission does have the added task of engagement. As a City, they are
237 still thinking through this and many of the Commissioners have eluded that so much
238 is still in flux and are still working through so many of the details that come with the
239 equity action plan and some of the other initiatives that are happening throughout the
240 City, but his group is getting to work on a communication plan that would include
241 how they want to communicate to staff and to the community, how they want to
242 educate the community and staff. He thought as he continued to work on that he will
243 certainly invite the Commission into that decision as they get some more progress on
244 it and learn about how this should all work out. He thought one of the things the
245 Commission can do and should do, individually and maybe as a collective group, is
246 solidify what each persons' network is.

247
248 Commissioner Peju indicated she would like more guidance, less from the
249 Commission and more from City leadership, especially with time sensitive items.

250
251 Mr. Brooks indicated guidance from staff is coming as they work through the
252 communication plan.

253
254 **b. Discussion on Support of 2021 Proclamations**

255 Chair Djevi indicated this item is to gain consensus on HRIEC support of 2021
256 Proclamations.

257
258 Commissioner Allen explained he and Commissioner McComber met and came up
259 with a list of recommendations for the Commission to look at to decide to move
260 forward but the list is not complete yet. He indicated he was thinking about this a lot
261 and from looking at this, his view is that they need a bunch of people to serve on this
262 Proclamations subgroup in order to look forward and determine what is going to be
263 done in each month for each proclamation. This is an ongoing project, and you do
264 not want to repeat things year after year, doing the same thing. Every year there
265 should be at least one different thing done in the month that the Commission is
266 looking at doing. He saw this as something the subgroup would meet regularly and
267 report back to the Commission for more input and ideas.

268
269 Chair Djevi hoped that when the Commission looks at all of the Proclamations, try to
270 find concrete activities, whether it is education or policy change, it should not be
271

272 viewed as the responsibility of two people. It is everyone's responsibility. In the past
273 he has proposed that each Commission should come up with educational
274 programming or policy changes and propose it to the whole group as opposed to two
275 people being in charge of having to find those things that have to be done. This is
276 also where he needs each Commissioner to tell him what they are passionate about
277 and what they want to work on so there is a concrete plan for the next six to twelve
278 months. He would like for everyone to come prepared to the next meeting indicating
279 what proclamation they want to work on.

280
281 Vice Chair Lee thought the report from Commissioners James and McComber was a
282 great report with really good ideas. She thought one of the suggestions was to
283 coordinate more with Nine North and she indicated once the Commission is able to
284 meet more in person maybe they could include Nine North in recognizing the
285 Proclamations and doing some sort of programming for some of them.

286
287 Chair Djevi agreed and thought the Commission needed to be proactive and reach out
288 to the communities.

289
290 Commissioner James indicated he was willing to continue as the lead person if the
291 Commission would like him to do that, but he needs structure to feel comfortable and
292 be able to work.

293
294 Commissioner Peju left the meeting at 7:28 p.m.

295
296 Commissioner Becker agreed with Commissioner James. She thought if the goal is to
297 get a process around the proclamations than starting with the list of suggestions is a
298 perfect entry point for these subgroups. She thought Commissioners James and
299 McComber already put a lot of work into this and felt this provides a good enough
300 framework to get the proclamation process going.

301
302 Chair Djevi concurred.

303
304 Mr. Brooks thought there may be a problem if all of the Commissioners gravitate
305 toward the same few proclamations there will still be more work to be done. He
306 thought the Commission could come up with a few suggestions for at least a few of
307 the proclamations so they can all get covered in the next meeting and not have
308 everyone gravitate to a few proclamations.

309
310 Chair Djevi noted if people do not come prepared to take a proclamation, then he will
311 assign them to the Commissioners.

312
313 **Adjournment**

314
315 Commissioner McComber moved and Commissioner Allen seconded a motion to adjourn.
316 Motion passed unanimously.

Human Rights, Inclusion and Engagement Commission Minutes

June 9, 2021, 2021 – *Draft Minutes*

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317

318 Chair Djevi adjourned the meeting at 7:43 p.m.

319

320 Respectfully submitted,

321

322 Sue Osbeck

323 *TimeSaver Off Site Secretarial, Inc.*

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **DRAFT – June 16, 2021 - DRAFT**
4

5 *Pursuant to Minn. Stat. 13.D.021,*
6 *Human Rights, Inclusion and Engagement Commission members, City Staff, and*
7 *members of the public participated in this meeting electronically*
8 *due to the COVID-19 pandemic.*
9

10
11 **Commissioners Present:** Amanda Becker, Etienne Djevi, Paul Haas, Richard James, Grace
12 Lee, Kathryn Macomber, Laura Palmquist and Adepeju Solarin.
13

14 **Youth Commissioners:** Beverly Yiling Xie
15

16 **Commissioners Absent:** Keith Allen (excused)
17

18 **Staff Present:** Thomas Brooks, Equity, and Inclusion Manager
19

20 **Call to Order/Roll Call**
21

22 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
23 order at 6:30 p.m.
24

25 **Approve Agenda**
26

27 Commissioner Macomber moved and Commissioner Haas seconded a motion to approve the
28 Agenda as presented. Motion passed 8 ayes, 1 abstain (Solarin).
29

30 **Public Comment on Items Not on Agenda**
31

32 **Commission Response to Community Issues**
33

34 Youth Commissioner Xie indicated a woman was killed after a car drove into protestors in
35 Minneapolis and she thought it was sad to think there are people out there doing this and hating
36 on other people. She has heard there has been racially motivated hate crimes going on against
37 black people and still going on against Asian people. She wanted to say that the world needs
38 more love and let us start practicing that love. It starts within them and if they can show love
39 than it is like a reverse effect and spreads to other people. This is not the type of world that she
40 would want her children and future generation to grow up in if they continue this hate.
41

42 Chair Djevi indicated he did not know the details of what the motivation is for this individual,
43 but it does not take away the fact that they drove their car into a crowd of protestors. He thought
44 Youth Commissioner Xie alluded to the fact that they needed more love and only love can save
45 this world, nothing else will.
46

47 The Commission agreed with Youth Commissioner Xie and concurred that love is the answer.

48

49 Chair Djevi explained the Commission received an email a few weeks ago with concerns about
50 why the City is highlighting certain proclamations. He thought the City has reached out to the
51 individual and the issue has been addressed. He indicated the concept of color blindness has led
52 to some of the issues seen today where because they are supposed to be color blind, certain
53 issues are just seen and not discussed and as a result long lasting legacy of discrimination
54 continues to be something that they live today. He noted he wanted people to see him as an
55 individual and as a black person, he wants to be seen as a black person and does not want to be
56 taken as he has no color. If people see him as a black person and certain things are happening to
57 him that people would not want to happen to them, he will want that person to stand up and be an
58 advocate for him and for people that look like him. Usually color blindness does not do that kind
59 of advocacy. He explained he wanted to add that to what has been said already.

60

61 Youth Commissioner Xie agreed about the concept of color blindness and how it has harmed,
62 particularly the Asian American community. People assume that America is not racist because
63 the most successful group is Asians and Asians adapt to this America that is a majority white but
64 really there are discrepancies between the Chinese Americans and other groups of Asian
65 Americans financially. She thought it was better to not be color blind. She wants to be seen as
66 Chinese American and Asian and she is proud of that and she did not want anyone to see her
67 without her heritage because she is proud of where she came from and everything, her group, the
68 Asian Americans, represent.

69

70 Commissioner James always felt that the concept of color blindness is another manifestation of
71 white privilege that if you do not have to see someone's color and do not recognize someone's
72 ethnicity than everything is going to be fine. It is just a way of looking away for the white
73 community and is also a way of acknowledging the negative actions and activities that have been
74 perpetrated against people of color in this Country for a very long time. He agreed that concept
75 is not a valid concept. He appreciated the fact that Chair Djevi and Youth Commissioner Xie
76 have said they want to be seen for who they are because that is what they all want.

77

78 Commissioner Peju thought Commissioner James hit it on the head of what the concept of color
79 blindness, which she used to subscribe to as well, she is of the black color but is not a descendant
80 of the enslaved people of the black color. She loved that Youth Commissioner Xie talked about
81 specifically, even within the Asian community, just like on the African continent, there are
82 different discrepancies. Data will tell them that even if they see people of black color who own
83 property in the US, most of them are probably people who are not of enslaved people in this
84 Country. Specifically, they are probably mostly Nigerian. She appreciated that Youth
85 Commissioner Xie highlights the wonderful richness of the Asian community but here,
86 Minnesota is also known for its Hmong community and there is really a lot of pain and
87 challenges with them and the Asian community and the discrepancies there that goes on. She
88 knew, for sure, that as someone who is of the black color, Nigerian heritage, she has to ask
89 herself what is needed of her at this moment. She wondered if she should be a buffer for other
90 people as a part of being on this Commission, which is another way she sees her role. Evaluating
91 and holding things accountable and also saying that the concept of practice of color blindness is

92 not allowing them to be held accountable and actually perpetrating the harms that they want to
93 do away with totally.

94
95 Youth Commissioner Xie explained there are members of the Asian American community, some
96 of whom she knows that things that the 1,900 percent increase on the Asian American hate
97 crimes are just the media telling lies and it is not actually true. Just hearing that breaks her heart
98 because she made a speech on anti-Asian hate crimes and just seeing that people are not
99 acknowledging the struggles of particular races and thinking that it is the media telling lies,
100 really breaks her heart.

101
102 Chair Djevi thought it is about facing reality and be willing to take a deep dive into some of the
103 issues and face the issues and try to address them as opposed to trying to push them away as
104 color blindness.

105
106 **Approve Minutes**

107
108 **a. May 19, 2021 Human Rights, Inclusion and Engagement Commission**

109
110 Chair Djevi noted on line 85, “Chair Djevi thought if the minutes could be taken as close as
111 possible to what ~~it~~ was discussed, it would be helpful.” Line 274, “identifying contemporary
112 ~~discrimination-discriminatory system~~ of policy and practices.” Line 276, “He personally thought
113 about what led to the housing crisis in 2008 started way back in the 1990’s where sub-prime
114 mortgages ~~starting way back in the 90’s~~ surgically targeted black communities but nothing was
115 done about it until it hit a whole, the big population.”. He indicated the way it is worded does
116 not reflect what he said or at least what he was trying to state.

117
118 Mr. Brooks asked for clarification if this is not supposed to be a word for word or verbatim
119 transcript, it is just a summary of what was discussed.

120
121 Chair Djevi indicated he would like that sentence edited to read: “What led to the housing crisis
122 in 2008 started way back in the 1990’s where subprime mortgages surgically targeted black
123 communities but nothing was done until it hit the general population.”

124
125 Commissioner Peju appreciated Chair Djevi mentioning this. She thought she will continue to
126 abstain from approving the agenda because she has shared before what is being summarized and
127 is on display right now with Chair Djevi showing that, she wondered exactly what is going on
128 because when they are present there is a live transcript and she would love for the City to explore
129 having access to the live transcript and also saying this was summarized by such and such a
130 person because then ten years from now, when we are not here or whatever and someone for
131 example wants to conduct an independent study, it does not reflect what is being said. She noted
132 they can go back to the videos that are that as well but at least if they are doing a transcript and a
133 draft of the meetings, that should be a way to address these discrepancies.

134

135 Mr. Brooks explained he will discuss that more in his staff report. The transcripts and the
136 meeting minutes, they are two separate things, so the meeting minutes will never be or look like
137 the transcripts. He noted they will talk about that more.
138

139 Commissioner Macomber indicated she did not have any changes but wanted to share what was
140 her practice with Ms. Olson and what she planned to do with Mr. Brooks. She explained when
141 she reads the minutes she copies and pastes the lines she has a problem with. She edited them
142 for clarity and accuracy and send them to Mr. Brooks. She noted she did not share them with the
143 whole group but could do that. She thought this saves time in this period.
144

145 Chair Djevi thought that was a good idea and encouraged everyone to do that so that they save
146 time during the regular meeting.
147

148 Mr. Brooks explained what they can do for transparency for the public is to try to highlight the
149 changes that are made and quickly go over them in the meeting, accept the changes and move on.
150

151 Commissioner James moved and Commissioner Macomber seconded a motion to approve the
152 May 19, 2021 Human Rights, Inclusion and Engagement Commission meeting minutes as
153 amended. Motion passed 8 ayes, 1 abstain (Solarin).
154

155 **Youth Commissioner Report**

156 Youth Commissioner Xie indicated she did not have anything new to report.
157

158 **New Business**

159 **a. CultureBrokers, LLC. Update**

160 Mr. Brooks noted Lisa from CultureBrokers was unable to join the meeting so there
161 are no updates for this item.
162

163 **b. Essay Subgroup Recommendations Discussion**

164 Commissioner James indicated the subgroup consisted of Commissioners James,
165 Palmquist, Haas and Youth Commissioner Xie.
166

167 Chair Djevi indicated based on the staff document, Commissioner Palmquist is not a
168 part of the subgroup.
169

170
171 Commissioner James explained the subgroup met and came up with a suggested topic
172 for Commission approval. The topic is “How can our Roseville community
173 reconnect after the pandemic? What ideas do you have for you and your fellow
174 students to become more involved in helping to improve and unite the community?”
175 He indicated that is the basic question and then there would be another paragraph
176 explained a little bit more and ways of attacking the question of what kind of
177 information the Commission is looking for from the students to respond. He
178 reviewed the essay topic with the Commission and asked for any changes or additions
179 to this.

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Youth Commissioner Xie indicated she was not able to make it to the subcommittee meeting and asked to express her ideas at this time.

Commissioner James indicated he meant to say that at the beginning and knew that Youth Commissioner Xie has some reservations about some of the things.

Youth Commissioner Xie thanked everyone in the subgroup for being at the meeting and putting this together. She explained she had a couple of reservations about opening up the contest to include sixth graders because when she was in sixth grade, from a student perspective, she literally just started writing essays in sixth grade. She remembers looking back at her sixth grade essays, they were not that that well written and she did not like writing essays and she was a good student so she did not think they would get a lot of participation from sixth graders and she would say she was one of the top writers in sixth grade but still her essays, she just started learning about them so they were not very well written yet and she felt like opening up to charter schools and private schools and even home school students would be seen to them as intrusive because they have their own curriculum and they do not have connections to the City and the City only has connections to public schools. She thought this should be kept within the public schools, maybe home schoolers can be involved too. Also, about students submitting in their native language, she felt that would complicate the process, as much as she liked the idea because she speaks another language at home herself, but they need to figure out a way to translate it in some way or have someone that knows the language grade it. She would think the Commission would want to know what the submission from the other language is saying. She felt like the topic is too long, two questions, and as a student looking at this, it is overwhelming. She would probably have the first question be a prompt and the second question be a separate prompt or look to combine them together into one question.

Commissioner James explained one of the reasons why they included sixth through eighth grade is because that is what has been done before. It is also a part of the middle school and the same thing with the public school, including parochial, charter and home school students. Part of the discussion was if they are supposed to be a Commission that is looking to be inclusive they want to cast and widen it as much as possible and they are not recommending they judge sixth graders against eighth graders. They are recommending looking at the sixth graders, seventh graders and eighth graders by themselves and they talked about and decided to do the last essay, 2019-2020 that way as well because there is a disparity between what you are capable of doing as a sixth grader and what you are capable of doing and writing as an eighth grader and recognize that. As a former middle school teacher he understood that people grow and change each year. Their idea was to cast a wider net. As far as the various languages are concerned, they do not know what to do about that and wanted the Commission to discuss and give ideas about it if they are going to be inclusive about other languages because they do not speak all of the languages. He noted every variable that they throw into this creates another set of questions and things to decide.

225 The proposals listed are not meant to be they have to do this but are meant to be there
226 for Commission discussion.

227
228 Mr. Brooks indicated this has historically been promoted at both public and private
229 schools. This is a Citywide essay contest that any student from any of the schools can
230 participate.

231
232 Commissioner Haas explained sometimes the most heartfelt things he has read come
233 from people who have very little skill. To him, it is not about the quality of the work
234 as much as the content from the heart. He would like to keep this as broad as
235 possible, in part because it is an opportunity for people to reconnect and express
236 themselves in a way that might not be the most quality piece of writing but could
237 come from hearts that have some good ideas. He liked the native tongue ideas
238 because some people can express themselves to a greater extent in their native tongue
239 and for them to interpret it is one direction but the way he looks at it is if they force
240 somebody to express themselves in a tongue that is not their comfortable language
241 than it almost forces them to have to adapt to a language that is not as readily
242 available to them. The whole intent is to allow people to express themselves. He
243 liked the idea of it being broad because he wants to hear people's hearts.

244
245 Commissioner Lee thought as Mr. Brooks pointed out, the contest is for Roseville
246 residents, and she indicated she lives in the northwest corner that feeds into Mounds
247 View School District so not all of Roseville feeds into Roseville Public Schools. She
248 noted she has brought this up in past years as well that they should advertise to the
249 Mounds View Schools too since some Roseville residents feed into that District. To
250 note, charter schools are public schools, and she would be for expanding it to middle
251 schoolers. She thought kids at any age are capable of different thoughts, whether or
252 not they are good writers and able to communicate that is another issue, but she
253 thought giving residents the opportunity to participate if they choose to be an
254 awesome experience. She would also be in favor of students responding in their
255 native language. She thought as long as there was a rubric, whatever the language is
256 in, that is how they can be more objective, or fair.

257
258 Commissioner Peju indicated she loves what Youth Commissioner Xie had to say and
259 initially she agreed that they should not overwhelm because she always wanted to be
260 careful that she was not, in her desire to intend good, basically like the color
261 blindness things, that was intended for good in some ways. In her desire to intend
262 something for good, if it is not working best then she always wants to be able to pivot
263 and adjust to the situations. She appreciated Youth Commissioner Xie giving the
264 Commission feedback on that because she is a student and is closer and is more
265 current with that situation than, at least her. If the questions are too overwhelming,
266 she was open to hear some other suggestions. She thought the biggest thing here, that
267 the feedback that Youth Commissioner Xie was giving the Commission and the
268 clarification that Commissioners James and Haas gave has been answered a little bit
269 by Commissioner Lee in terms of if the Commission does bring, this is kind of going

270 to be a big production and in some ways this is a really great attempt for them to do
271 their engagement and inclusion all in one. This is really a great platform for that. If
272 they do that they should have a rubric and a plan. She knew that from the community
273 relations coordinator they have like over seventy-five languages in Roseville or
274 something like that and she wondered that in addition to Commissioner Lee's idea
275 about the rubric, it would be also another great way to involve people who could
276 translate that for them and do something that becomes meaningful in this endeavor.
277 They could get someone to translate and do the rubric with categories and stuff. She
278 was in agreement with Commissioner Haas that there are some students, especially in
279 the schools, that they still think in that native language and maybe there are things
280 that they might now catch if they have them do the essay in the official language i.e.:
281 english, right now.

282
283 Chair Djevi thought they have always done sixth grade through eighth or ninth grade
284 and felt it should be kept at that for all of the reasons other Commissioners have
285 already mentioned. Two years ago when they had for the first time the Spanish
286 language participations they had the teachers help the Commission grade it so going
287 forward that could be something they try to do. He did not know what other
288 languages they would have entries from but once they do, perhaps, the teachers of
289 those students could help grade as the Spanish teachers have done in the past. Two
290 years ago there was talk about translating and the question of having a translated
291 version of a tough process in a different language may lead them to miss the point.
292 The substances sometimes when people express, things do not necessarily translate
293 word for word from one language to another and translating may lose some of the
294 content of what students may be trying to say which is why the Commission thought
295 it was better to have the teachers who speak the language do the grading first so that
296 they could have, it would be reflective of what the kids may be trying to say it. He
297 asked how they will reach out to homeschool children because he loved the idea and
298 thought it was a great idea, but he wondered how they would find those kids to reach
299 them, so they have this essay opportunity.

300
301 Commissioner Haas explained he has actually homeschooled for twenty-four years
302 and there are communities out there with co-ops and groups and he indicated he
303 would be happy to reach out to some of those groups once this is finalized.

304
305 Chair Djevi thought that would be a great idea.

306
307 Commissioner Haas indicated homeschooling now allows kids to participate in after
308 school sports and events in the School District and is actually more integrated with
309 the public school system than what many people think. He liked the idea because it is
310 another avenue of inclusivity and a good opportunity for the homeschooling
311 community to engage as well.

312
313 Chair Djevi indicated he loved the idea.

314

315 Commissioner James explained he did not know all of the ins and outs of Minnesota's
316 public-school requirements but in New Jersey if someone is homeschooling children
317 the school has to know that is being done because every child in New Jersey, at a
318 certain age has to be registered and tracked by the local school where they live. He
319 was not sure that was the case here in Minnesota but if it is they could also tap into
320 the school system and explain to them what the Commission was doing to find out if
321 they could get a list or somehow get things published through them about this. That
322 is another avenue the Commission could use to reach out.

323
324 Commissioner James explained as far as the native language is concerned, he thought
325 this was another opportunity for them to think about ways of engaging those
326 communities that they do not normally reach. He thought that is a way to draw in
327 other communities that are under served by the City of Roseville. He noted a rubric
328 is always used every year for grading the essays.

329
330 Commissioner Becker thought regarding the two-sentence question there might be a
331 nice way of saying “following the pandemic, what ideas do you have for you and
332 your fellow students to become more involved in helping to improve and unite the
333 community.”, she thought that would be a way to set up the first question as more of a
334 timeframe for a set up to the second part. She also wanted to share her extreme
335 appreciation that it came up to do this in other languages because she thought that
336 was a perfect way to engage with the community and she would volunteer to be on a
337 sub-subcommittee or as an individual to reach out to everyone. She thought it would
338 be good to do that on the forefront, to try to find translators that could be a part of the
339 review session and to also communicate this opportunity to people in their own
340 community as well that the Commission may not be aware of.

341
342 Commissioner Peju thought this really gives the Commission an opportunity to do
343 inclusion and engagement and even just the conversations that the Commission is
344 having. The only thing she wants the Commission to consider is that this is a lot of
345 work, and she would like the City to consider some kind of incentive for the
346 Commission to engage the people who speak multiple languages.

347
348 Chair Djevi wondered if Commissioner Peju was thinking of the City paying people
349 to help the Commission because that was not clear to him.

350
351 Commissioner Peju indicated incentives do not need to be monetary for her but she
352 thought when it comes to issues of community engagement and civic engagement and
353 Roseville is sort of the capital of community engagement, they do have most of their
354 demographic people in their second or third chapter and their resources are different
355 from some of the people that they want to engage and she thought they really have to
356 be cognizant that if they are asking and notice that they do not have as much
357 engagement, are they incentivizing it in any way. It does not need to be limited to
358 monetary terms but there are ways the City can incentivize it to make sure that they
359 are engaging and including.

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Chair Djevi proposed the Commission come back to how they can use this in a larger way to engage the community as a tool for engagement and perhaps expand the discussion. He thought for tonight’s discussion he would like them to stay on the topic of how the question looks and if the Commission needs to make any changes so that they can get the questions out to the teachers.

Commissioner James indicated the Commission needed to decide the questions at this meeting and the subgroup will meet again and will discuss and flush out some of the other ideas brought up and come back with the next phase, so this stays on track and are able to get this out and completed.

Youth Commissioner Xie thought her words have gotten twisted a little bit as the discussion went along. She indicated she was not against having other languages but was a more realistic person. If they are going to have other languages than this is a great opportunity to utilize their connections. Even though she talked about love and acceptance n the beginning of the meeting, sadly this is not realistic because she can just imagine someone who is a native english speaker getting upset over another essay in another language winning over him or her essay because she is still in school, and she has heard people say varying things about people that speak other languages.

Mr. Brooks thought Commissioner Becker’s idea to combine the sentences and essentially add “following the Pandemic”, he indicated he actually had a similar idea just doing it on the end. He thought this was an easy way and wondered if anyone else was supportive of that. He thought it would be good to get consensus on that sooner than later. As the Commission continues to move through the rest of the details and working the rest of the logistics out, they definitely can and will promote this to Mounds View but also know that they do already participate in an essay contest for the City of Shoreview. He indicated there is one thing the Commission needs to talk about is discuss the prizes, so he has an idea for budgeting purposes. He also wanted the Commission to think about practicality and capacity as they go into this.

Commissioner Macomber explained regarding the different languages, she thought it was highly unlikely that there will be a lot of different languages submitted in the contest but one way they can address that is the same way that people in rural communities address it when they want to be welcoming for deaf and hard of hearing but it is difficult to get translators so they use an accommodation statement that says if you are going to need an accommodation that is kind of unusual to let them know in advance and they will do everything they can to make that happen. That would be one way to do it. Another thing is she would love to work with Commissioner Becker on the locating of translators. She thought the second question could be shortened and often brevity is easier for younger students to deal with. For question two she suggested the following: “How could you and your fellow student become

404 more involved in helping to improve and unite the community.” She indicated it
405 removes about four words and makes it a little easier.

406
407 Chair Djevi indicated he liked the suggestions made by Commissioners Macomber
408 and Becker on how to integrate the two sentences to finalize the question.

409
410 Commissioner James read how the question should be changed. “how can our
411 Roseville community reconnect after the pandemic? Following the pandemic, how
412 could you and your fellow students become more involved in helping to improve and
413 unite the community?”

414
415 Mr. Brooks read his version of the question to the Commission. “Following the
416 pandemic, how could you and your fellow students become more involved in helping
417 to improve and unite the community?”

418
419 Youth Commissioner Xie thought the first question could be removed and the
420 question to read “Following the pandemic, what ideas do you have for you and your
421 fellow students to reconnect and become more involved in helping to improve and
422 unit the community?”

423
424 Commissioner James thought the “reconnect” was an important part and he thought
425 Youth Commissioner Xie’s idea, from his perspective was a way of eliminating the
426 first sentence and making it a single sentence.

427
428 Chair Djevi thought “reconnect” will still be in the sentence proposed but instead of
429 having two different sentences, reconnect will still be in there.

430
431 Commissioner Haas read his idea for the essay question “How can you and your
432 fellow students become more involved in helping to improve and unite the Roseville
433 community after the pandemic?” He indicated it does not have reconnect in it but the
434 units and becoming involved sort of talks about reconnecting as well.

435
436 Commissioner Peju thought there was a consensus that the essay question should be
437 one sentence.

438
439 Commission consensus was to move forward with the following essay question:
440 “following the pandemic, how can you and your fellow students become more
441 involved in heling to improve, reconnect, and unite the Roseville community?”,
442 submitted by Youth Commissioner Xie.

443
444 **c. Work Plan Updates**

445 Chair Djevi thought the Commission had a robust discussion on this at the special
446 meeting and the strategy going forward is the Commission is flexible and are going to
447 be flexible for things maybe coming their way from the City Council and
448 CultureBrokers and in the meantime to continue doing what they have been doing and

449 be ready to drop things that they do not have the time to complete. He reviewed the
450 projects with the Commission.

451
452 Commissioner James thought on the Commission Onboarding project to wait another
453 month or so and reach out to new Commissioners one more time to see if there was
454 any suggestions of anything new to do for next year. He indicated this could be put
455 into a format, so they do not have to deal with it again for additional things to add to
456 it.

457
458 Chair Djevi indicated Community Outreach is something they have been working on
459 and is going to be a combination of everything they are trying to do through
460 proclamations, through the parade, through the essay contest. He noted a list was
461 created a few years ago but he was not sure where the list went to.

462
463 Mr. Brooks indicated staff does have a list and the Commission can continue to add to
464 it as well. Something that was mentioned at the last meeting and could go into this
465 topic is also exploring what community engagement and community outreach looks
466 like to the Commission.

467
468 Chair Djevi indicated the other thing he asked every Commissioner to do is to think
469 about what each Commissioner is passionate about and what they would like to lead
470 on. He indicated he would like to combine the work plan as it stands right now with
471 the proclamations so there are Commissioners in each column for both the
472 proclamations and the work plan items.

473
474 Chair Djevi indicated on the Essay Contest project the Commissioners involved are
475 Commissioner James, Youth Commissioner Xie, Commissioner Haas, and
476 Commissioner Palmquist.

477
478 Chair Djevi explained on the Rosefest Parade item, for 2022 he would like to
479 continue to be on this work plan as well as Commissioner Allen. He asked if anyone
480 else would like to be on this committee for 2022.

481
482 Mr. Brooks indicated the Commission will need to come back to this at some point
483 because this item in the workplan is referencing 2021 and the Rosefest Parade was
484 cancelled.

485
486 Chair Djevi explained regarding the Community Feedback Response item the
487 Commissioners involved are Commissioners Lee, himself, and Youth Commissioner
488 Xie.

489
490 Chair Djevi noted on the Commission Recruitment, Commissioner Interviews the
491 Strategy Team is in charge of that. He indicated Commission Onboarding item
492 currently Commissioners James and Youth Commissioner Xie are listed. He asked if
493 anyone else was interested in this item.

494
495 Commissioner James thought unless Chair Djevi thought this was something they
496 needed to continue to work on, he thought it was pretty much complete and would not
497 need to be done in future years, except for possible changes.

498
499 Chair Djevi reviewed the Proclamation Support item and indicated Commissioner
500 James and Commissioner Macomber were working on this.

501
502 Chair Djevi explained that himself and Commissioner Allen were working on
503 Community Outreach and asked if anyone else would be interested.

504
505 Commissioner Becker indicated she would like to be on the subcommittee for the
506 Community Outreach item, specifically working on communication tactics and the
507 outreach.

508
509 Chair Djevi asked Commissioner Peju what item she was interested in being a part of.
510 He indicated he would like Commissioner Peju to join the Community Outreach team
511 and Commissioner Palmquist will join the Community Feedback group. He thought
512 about adding Commissioner Becker to the 2022 Rosefest Parade.

513
514 **Other New Business or Reports**

515 a. **Support of 2021 Proclamations Discussion**

516 Chair Djevi reviewed the current City proclamations and asked if the Commission
517 were going to want to highlight each of the proclamations or should they pick a few
518 and go through a cycle where a few would be highlighted each year.

519
520 Chair Djevi indicated he would like to have a Commissioner volunteer for each of the
521 proclamations to work on.

522
523 Commissioner Macomber explained in the past the Commission chose several
524 proclamations to do a deeper dive, consult the community and plan a celebration that
525 developed ideas which emerged from that outreach to that community. For most of
526 the other months, there might have been programming with the library or a display at
527 City Hall. Not every month had a very labor-intensive job associated with it. She
528 thought it would be helpful to review what the Commission is looking at and what
529 kind of commitment it is for someone to take on “Americans with Disability Month”,
530 what would the expectation be of what the Commissioner would deliver.

531
532 Commissioner Peju indicated she would like to work on the October Proclamation
533 “Indigenous People’s Day”.

534
535 Mr. Brooks stated this is something that he talked to Chair Djevi about previously.
536 As they are going through this, he certainly supports the Commissioners going out
537 into the community and engaging and figuring out what the priorities are, but he did
538 not want the Commissioners to feel like they had to fill in something for every single

539 proclamation. Maybe for some of the months it might just be a communication
540 campaign which they can work with the Communications Team to do something and
541 update the website and provide additional services. He explained the City is planning
542 a Hispanic Heritage event for 2022. That is something staff will be asking the
543 Commission for some resources on and to consider as well. He thought it would be
544 nice to prioritize the proclamations, but they did not need to assign a big project or
545 task to every single proclamation.

546
547 Commissioner James thought if the Commission could add a couple more people to
548 the proclamation subgroup that they as a subgroup, along with Mr. Brooks, meeting
549 on this together can come back with a plan as to how this should proceed and if there
550 are specific ideas that people have that they would like to bring in for a particular
551 month proclamation. He thought there needed to be more groundwork planning to be
552 done and it would be helpful as they move forward to know what areas the
553 Commissioners would be interested in so that they can be included as the subgroup
554 gets more specific. He was looking at setting the groundwork for all of next year as
555 well as the rest of 2021.

556
557 Mr. Brooks thought if it helps to take some of the load off, he thought one of the
558 things they possibly could do it maybe have the staff communications teamwork
559 through what their communication plan would be for communicating out to the
560 public, updating the website, etc. to at least make sure there is the awareness
561 component attached to every single one of these. That is going to be work, no matter
562 what, even if it is routine. Once that is done, the Commission could pick and choose
563 which ones to focus on and maybe doing a policy initiative or an event like the
564 Hispanic Heritage event. He indicated he was worried about capacity and how much
565 it is going to take to attach something big to each one of these. He noted that is
566 something he can do.

567
568 Chair Djevi saw the point Mr. Brooks is making and thought it was a fair point. The
569 question is when they start thinking about proclamations, would November be the
570 time to start thinking about the January proclamations or are there people that may be
571 interested in a proclamation and would want to lead on that and start to do the work
572 now and be ready when the proclamation month comes.

573
574 Mr. Brooks thought if there would be a subgroup meeting to talk through this, he
575 would have them prioritize a few of these proclamations and focus all of their time
576 and attention on those.

577
578 Commissioner Palmquist reiterated about what Commissioner James said previously
579 about adding another person to the subgroup, maybe that would help quite a bit if
580 they were the ones to pick and choose and what proclamations will be the big ones
581 where people would be assigned ahead of time to work on months in advance. She
582 thought that is a smart plan to get a name next to the month as soon as possible and
583 send the list to the subgroup for the subgroup to reach out to the individuals.

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Chair Djevi thought the first thing needed to be done was to expand the subgroup and later add names to the monthly proclamation list and looking at a long-term plan.

Mr. Brooks asked if everyone was willing to take on a monthly proclamation. He indicated he wanted to try to take the load off of the Commission and put it onto staff but if everyone was wanting to engage and reach out to the community than he did not want to take that away from them.

Commissioner Haas explained for him, personally and his schedule, he might be out of the Country for two weeks and he was having a hard time saying that he would be a lead on one of these things. He also thought there needed to be some coordination with the City in how this is presented and how it is communicated.

Mr. Brooks indicated the communication on this is always going to come from the City and they are already, in many ways doing it so just formalizing what they are going to do each month for these proclamations is what he was hoping to do.

Commissioner Haas indicated he liked that idea personally but was not speaking for the group.

Commissioner Peju indicated she did not know that staff and the communications team would take the lead on the proclamations, and she was even more grateful now. She thought the City definitely needs to take the lead on this to facilitate it and the more that happens the better because there is a lot on every month to get done. If it happens behind the scenes, she knows she will be gratified.

Chair Djevi reviewed what the Commission has previously done regarding the proclamations. He asked if the Commission should choose a few proclamations to highlight every year and since there are fourteen of them, do a cycle where the City highlights two or three and then the next year continue to highlight a few more. He asked if that is the route the Commission wants to take. The idea of having people step up to work on a proclamation is exciting for him. He also saw the point Mr. Brooks was making and if the City staff is taking the lead on this than he does not necessarily want to be leading on it. The question is how the Commission can be helpful. He proposed the Commission extend the subgroup to continue to communicate with the City through Mr. Brooks and see where things can coalesce so that there is not duplicate work.

The Commission concurred.

Chair Djevi currently indicated Commissioner James and Commissioner Macomber are leading the project. He asked if there were any volunteers to join them.

Commissioner Haas indicated he would join the subgroup.

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Chair Djevi indicated he would like to join as well.

b. Staff Report Updates

Equity and Inclusion Manager Brooks reported on the following:

- SREAP update
 - This was presented to the City Council on June 7th and was approved.
- Communications plan
 - A team has been put together that is working on this and will take some time.
 - Starting to work through the process mapping for decision making, hiring, recruitment, mapping it out step by step and looking at the disparities that may exist.
 - This is done Department by Department
- Joint meeting with City Council for July 12, 2021
 - Workplan update with question session to be led by Chair Djevi
 - LGTBQIA+ Month Proclamation recap
- HRIEC recommendations update – Just Deeds and Conversion Therapy Ban Ordinance
 - Introduction of the Just Deeds recommendation
 - Introduction of the Conversion Therapy Ban Ordinance
- In person meetings to likely resume in July
 - Governor Walz extended the Peacetime Emergency, in person meetings will start in August
- Equity update from Department Heads at June 21 City Council meeting.
- Hispanic Heritage Month 2022
 - Staff is planning an event for 2022 – Chair Djevi and Commissioner Macomber indicated they would like to be involved
- Update on Meeting Minutes and Transcripts
 - Staff updated Zoom setting to save the transcripts of the meetings
 - Meeting Minutes are not intended to be verbatim and will not be, these are just a significantly detailed summary of the meeting
 - Continue to review the meeting minutes for context changes
 - Transcripts will not be the Meeting Minutes and the Meeting Minutes will not be as long as the transcripts

Commissioner James asked Mr. Brooks to check with the City Attorney what the Youth Commissioner status was in terms of a quorum because it could make a difference in subgroups.

Mr. Brooks indicated he would look into that and get back to the Commission on that via an email.

Announcements

673 Chair Djevi indicated there will be a Juneteenth Celebration at Central Park on Saturday, June
674 19th from 11:00 am to 2:00 pm by Do Good Roseville. He noted this is intended to be a
675 community event to bring people together to celebrate.

676

677 **Future Agenda Items**

678

679 **Adjournment**

680

681 Commissioner Peju moved, and Commissioner Macomber seconded a motion to adjourn.

682 Motion passed unanimously.

683

684 Chair Djevi adjourned the meeting at 8:49 p.m.

685

686 Respectfully submitted,

687

688 Sue Osbeck

689 *TimeSaver Off Site Secretarial, Inc.*

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: July 21, 2021

ITEM: 7.B.i

ITEM DESCRIPTION: Conversion Therapy Ban Ordinance Discussion

Background

Overwhelming research has proven conversion therapy or similar treatments to “cure” youth of thoughts and feelings associated with sexual orientation, gender identity or expression is a dangerous practice causing both short and long-term harm. Conversion therapy is also referred to as reparative therapy, ex-gay therapy, or sexual orientation change methods. LGBTQIA+ people are at a significant risk of depression, anxiety, substance abuse, and suicide, only to be further heightened by conversion therapy practices.

19 states across the U.S. have prohibited the practice of conversion therapy to protect LGBTQIA+ youth. In the absence of state legislation, cities across Minnesota are passing ordinances to protect vulnerable LGBTQIA+ youth in their jurisdictions. In addition to protecting youth from this human rights violation, an ordinance prohibiting the practice of conversion therapy sends a message of inclusion and equity to the LGBTQIA+ community who live, work, and visit the city of Roseville.

The following Minnesota cities have already passed ordinances or proclamations denouncing conversion therapy practices within city limits: Bloomington, Duluth, Minneapolis, Red Wing, Robbinsdale, Saint Paul, West Saint Paul, and Winona.

The following medical and mental health professional organizations have all made statements denouncing the practice of conversion therapy in support of research:

National Association of Social Workers - Minnesota
American Academy of Child Adolescent Psychiatry
American Association of Pediatrics
American Association for Marriage/Family Therapy
American College of Physicians American Counseling
Association American Medical Association

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

American Psychiatric Association
American Psychoanalytic Association
American Psychological Association
American School Counselors
Association American School Health Association National
Association of Social Workers Pan
American Health Organization
American Counseling Association

Recommendation

Following the HRIEC's proclamation recognizing LGBTQIA+ Month in June 2021 and the commission's recommendation to city council to adopt an ordinance prohibiting conversion therapy within the city, council has requested HRIEC conduct additional research, draft the ordinance, and identify a community engagement strategy for the commission and city council to receive public input for consideration of the ordinance.

Attachments

LGBTQIA+ Month Proclamation
Conversion Therapy Draft Ordinance
Municipal Ban FAQs – OutFront MN

1
2 **City of Roseville**
3 **ORDINANCE NO.**

4
5 **AN ORDINANCE AMENDING**

6
7 **TITLE 3, BUSINESS REGULATIONS**

8
9 **PROHIBITING THE PRACTICE OF CONVERSION THERAPY IN THE CITY**
10 **OF ROSEVILLE**

11
12 THE CITY OF ROSEVILLE, MINNESOTA, HEREBY ORDAINS:

13
14 SECTION 1: Title 3, Section 315 of the Roseville City Code is created to read as
15 follows:

16
17 315.01 Purpose and Findings

18 315.02 Definitions

19 315.03 Conversion Therapy Prohibited

20 315.04 Exceptions

21 315.05 Enforcement and Penalties

22 315.06 Severability

23
24 **512.01 PURPOSE AND FINDINGS.**

25 **The City Council finds:**

26 **(a)**

27 **(b)**

28 **(c)**

29 **(d)**

30 **(e)**

31 **(f)**

32 **Therefore, this ordinance is intended to protect the residents of and visitors to the**
33 **City from serious physical or psychological harm caused by the practice of**
34 **conversion therapy treatment on minors and vulnerable adults.**

35

36 **315.02. DEFINITIONS**

37 The words and phrases used in this Section of City Code shall have the meanings
38 ascribed to them as follows:

39 (a) **CLERGY OR RELIGIOUS OFFICIAL.** Any religious officials,
40 including ministers, priests, rabbis, imams, Christian Science practitioners,
41 and other persons recognized by the Minnesota Board of Psychology and
42 defined under Minnesota Statutes §148.9075, conducting counseling activities
43 that are within the scope of the performance of their regular recognizable
44 religious denomination or sect, as defined in current federal tax regulations, if
45 the religious official does not self-represent as a Provider and the official
46 remains accountable to the established authority of the religious denomination
47 or sect.

48 (b) **CONVERSION THERAPY.** Any practice, conduct, or treatment by a
49 Provider that seeks to change an individual’s Sexual Orientation or Gender
50 Identity, including efforts to change behaviors or Gender Expressions or to
51 eliminate or reduce sexual or romantic attractions or feelings toward
52 individuals of the same gender. Conversion Therapy shall not include any
53 mental health services that provide assistance to an individual undergoing
54 gender transition, or mental health services that facilitate an individual’s
55 identity exploration and development, including sexual orientation-neutral
56 interventions to prevent unlawful conduct or unsafe sexual practices, as long
57 as the mental health services do not seek to change an individual’s Sexual
58 Orientation or Gender Identity.

59 (c) **GENDER EXPRESSION.** A person’s expression of Gender Identity
60 through appearance and behavior.

61 (d) **GENDER IDENTITY.** A person’s sense of self as a male, female, other
62 gender, or genderless.

63 (e) **MINOR.** Any person under the age of eighteen (18) years of age.

64 (f) **PROVIDER.** Any individual who is licensed, certified, or registered
65 under the laws of the State of Minnesota to provide mental health services as
66 a mental health practitioner and/or mental health professional, as defined
67 under Minnesota Statutes §245.462, including but not limited to physicians,
68 psychologist, marriage and family therapists, social workers, clinical
69 counselors, behavioral clinicians and therapists, and nurses.

70 (g) **SEXUAL ORIENTATION.** A component of identity relevant to a
71 person’s sexual and emotional attraction to another person and the behavioral
72 or social affiliation that results from such attraction.

73

74 **315.03 CONVERSION THERAPY PROHIBITED**

75 It is unlawful for any Provider to practice or conduct Conversion Therapy on a Minor
76 within the City. Any Provider who violates this prohibition is subject to the penalties set
77 forth in Section 315.05 of this Code.

78

79 **315.04 EXCEPTIONS**

80 The prohibition on Conversion Therapy contained in Section 315.03 of this Code does
81 not apply to:

82 (a) Conversion Therapy practiced or conducted by Clergy or Religious
83 Officials.

84 (b) Conversion Therapy practiced or conducted on Minors who are lawfully
85 able to give effective consent to medical and mental health services under
86 Minnesota Statutes §144.341.

87

88 **315.05 ENFORCEMENT AND PENALTIES**

89 Any violation of Section 315.03 shall constitute an administrative offense under Chapter
90 102 and will be enforced exclusively through the administrative procedure and hearing
91 process set forth in Section 102.01.C of City Code.

92 The administrative fine for a first violation of Section 315.03 shall be determined by the
93 City Council and set forth in the City's Fee Schedule. Subsequent violations shall be
94 subject to the increased administrative fine described in Section 102.01.C.12 of this
95 Code.

96 Each instance or session of unlawful Conversion Therapy under this Code is a separate
97 offense and violation of Section 315.03.

98

99 SECTION 2: Effective date. This ordinance shall take effect upon its passage and
100 publication.

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110 Passed by the City Council of the City of Roseville this ___th day of _____ 2021.

111

112

113

114

115 *Ordinance – Prohibiting Conversion Therapy on Minors -*

116

117

118 (SEAL)

119

120

CITY OF ROSEVILLE

121

122

BY: _____

123

Daniel J. Roe, Mayor

124

125 ATTEST:

126

127

128 Patrick Trudgeon, City Manager

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130

Municipal Ban Common FAQ's

Provided by OutFront MN

Terminology

Q: What is conversion therapy?

A: Conversion Therapy is when someone tries to change another person's sexual orientation, gender identity, or expression.

Conversion Therapy is also sometimes referred to as "reparative therapy," "ex-gay therapy," or "sexual orientation change efforts." Conversion therapy can include a variety of ineffective and unsafe practices aimed at changing a person's sexual orientation or efforts to change a person's gender identity or expression.

Q: What is gender identity?

A: Gender identity is an important part of identity, and can be expressed through appearance and behavior. Gender identity is how we perceive ourselves, and how we wish to be perceived by others. A person may identify as male, female, non-binary, Two-Spirit, gender non-conforming, among others.

Q: What is sexual orientation?

A: A part of someone's identity that includes their sexual, romantic, and/or emotional attraction to another person(s). A person may identify as gay, straight, bisexual, lesbian, asexual, pansexual, aromantic, demisexual, among others.

Q: Is conversion therapy harmful?

A: The practice of conversion therapy has been found to be dangerous to an individual's mental and physical wellbeing. There is no scientifically valid evidence that supports the practice of conversion therapy. In fact, the American Psychological Association, the American Medical Association, and the American Academy of Pediatrics both oppose and condemn conversion therapy.

Legal

Q: Should we use uniform ordinance language, or create our own?

A: It's best to use the language that has been passed in other cities. Each one of these ordinances has language derived from the Denver Ban. This ordinance was deliberated on by many lawyers and policy makers. It is the most legally sound and ethical for survivors of conversion therapy.

Q: Why a fine rather than a criminal charge?

A: There are a few reasons why it is best to **only** use administrative fines as consequences. First and foremost, it is the most ethical means for justice. If this were a criminal charge, survivors of conversion therapy would have to seek justice through the police department. Aside from the long, fraught history between the LGBTQ+ community and police-- it can be

traumatizing for young people and vulnerable adults to have to press charges and potentially testify in court simply to report conversion therapy. We want conversion therapy to be reported. And, we want conversion therapy to actually stop. We know that by making the process difficult, inaccessible, and possibly traumatizing-- we are not doing any of these things. Please contact Wendy Murphy, Deputy City Attorney at City of Bloomington, MN for more insight on this.

Second, proposing criminal charges is a threat to the integrity of the ordinance. While this ordinance does not propose sanctions on religious based services, attaching criminal consequences to this therapy heightens our opposition's radar. It is possible that straying away from administrative consequences could lead to a lawsuit if not from the high courts.

Seriously, please stick to criminal consequences.

Reporting

An important step to consider before proposing an ordinance is-- how will survivors report? Will they make a report through the city council? The city clerk's office? The city attorney's office? If the plan is poorly thought out or executed, you may risk causing more harm to survivors of conversion therapy. It is important to figure out these steps before the ordinance is passed so that survivors can seek justice immediately.

Our recommendation:

We appreciate the Duluth model that grassroots community members created. In this model, survivors can make a report in person or online.

Website: The [Duluth Website](#) has loads of information and an FAQ page that is accessible and trauma informed.

Reporting Mechanism: [The online portal](#) asks questions in an accessible, trauma informed manner. A survivor can easily access this portal and file a report on their own, or with a trusted adult.

Advocacy: Duluth also has an option to go through the reporting process accompanied by a contracted, trusted community advocate. Duluth is currently working with Lifehouse, a trusted local organization that explicitly works with LGBTQ+ youth in crisis. This allows for the survivor to be aware of all of their options while working with someone who understands their unique needs.

City of Roseville HRIEC 2021 Work Plan						
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding
Lead	Richard/Beverly	Monica/Etienne/Keith	Grace/Etinne/Beverly	Cat/Beverly		
Goal		Promote inclusivity in our community	Increase community engagement/communication	Increase community participation and diversity of applicants		
JAN			Subgroup to research current state - how does community contact HRIEC currently?	Commission discuss assisting city with spreading the word about open commission seats. Specifically assist with outreach to traditionally underrepresented groups	Cat & Beverly with staff review 2021 interview process and questions, propose revisions.	
FEB		Start theme discussions. May tie into the larger parade them or focus on work of HRIEC. Attend other commission meetings to encourage parade attendance and sign-up.	Subgroup to research what other cities do/ best practices	Beverly develops recommendations and assist with youth commissioner recruitment.	Cat & Beverly with staff bring update and request for feedback.	Cat & Beverly observe 2021 onboarding process for commissions. Review onboarding materials.
MAR		Staff submits application for spot in the parade	Subgroup to come up with proposal for response plan.	Cat & Beverly with staff review commission recruitment process and evaluate 2021 process		
APR	Commissioners submit essay topic suggestions by May meeting	Coordinate with other groups and encourage attendance, may be part of HRIEC parade group.				
MAY	Commission discusses and narrows down topics.	Email commissioners reminders	Subgroup to present plan to commission for discussion.	Cat & Beverly research best practices, develop recommendations for 2022 recruitment cycle.	Cat & Beverly research best practices, develop recommendations for 2022 interviews	Cat & Beverly research best practices, develop recommendations for 2022 onboarding cycle
JUN	Commission selects final topic for essay and sub group is appointed to finalize wording for essay contest	Order t-shirts if needed. Purchase candy.	Commission approves plan.			
JUL	Sub-group submits draft essay topic to commission for discussion/ approval	Parade				
AUG	Final vote by commission on topic wording; contest rules and topic mailed to teachers prior to start of school					

SEP						
OCT	Discuss rubric for scoring					
NOV	Finalize rubric					
DEC						

Other work:

Renaming of Pocahontas Park - HRIEC to monitor and participate in Parks and Rec Commission plans as appropriate. (Kathy Macomber to attend meetings as possible.)

Shoreview Programming (Rebecca/staff)

Work with other commissions (Monica/Etienne) - as needed

City of Roseville HRIEC 2021 Work Plan							
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Goal		Promote inclusivity in our community	Increase community engagement/ communication	Increase community participation and diversity of applicants			
JAN			Subgroup to research current state - how does community contact HRIEC currently?	Commission discuss assisting city with spreading the word about open commission seats. Specifically assist with outreach to traditionally underrepresented groups	Cat & Beverly with staff review 2021 interview process and questions, propose revisions.		Clarify details for the Community Contact List & ask Commission for existing relationships to add or leverage.
	Certificate of involvement from City Discuss gift card depending on # of submissions Post some submissions on website? Consider some honorable merit & interviewed on CTV Use gift cards from local businesses to support them as well	Ensure groups reached out to are apolitical Are 2 spots held each year? Commissioner Djevi volunteered as liaison to parade committee Make a list of communities not typically involved in local government & rotate through those groups each year Rebecca to clarify if 2 spots in addition to HRIEC/Commission spot	Reviewed what commissions and city & city departments are doing Grace will send compiled research. It will be in Feb packet Next month looking at what other cities are doing.	This is part of Strategic Racial Equity Action Plan. Tracking demographics of who are applying & how often & who is interviewed. How many are applying? This is "on hold" for HRIEC work plan as it is being discussed with consultant.	This is "on hold" for HRIEC work plan as it is being discussed with consultant.	Youth commissioner voting Rebecca will provide staff report for Feb meeting Onboarding team - process (make time/commitment to meet&greet) - Richard Before first meeting - talk to new commissioners ahead of time Forward P&R handbook to Richard/Beverly	Ask all of commission for any pre-existing relationships with those who may want to be opinion leader or liaison Rebecca resend google form linkS
FEB		Start theme discussions. May tie into the larger parade them or focus on work of HRIEC. Attend other commission meetings to encourage parade attendance and sign-up.	Subgroup to research what other cities do/ best practices	Beverly develops recommendations and assist with youth commissioner recruitment.		Richard & Beverly observe 2021 onboarding process for commissions. Review onboarding materials.	Begin collecting names, institutions, and businesses. 10 minute brainstorming session at commission meeting.

City of Roseville HRIEC 2021 Work Plan							
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Etienne reached out to Native American group.

Brainstormed ideas with Joanna. Subgroup will bring back suggestions for March meeting. Contest ends March 15. Once we know # of submissions, will be able to refine showcase. Have a summary to discuss

Last year highlighted a proclamation (LGBTQIA) - could this be a criteria? Didn't do the event with the Hispanic group. With renaming Park, could tie that to Native American. Beverly would like young Asian Americans because discrimination is occurring. Decision: Asian American proclamation - (inviting KOM) and Native Americans (Allen & Plan Hispanic Heritage Month for 2022 Theme: COVID vaccine - wearing masks decorated solidarity

Looked into what other cities did. Making progress. Next month can present recommendations

Address application under youth commission item

Send Dept. of Admin link to open meeting law videos to Richard. Will look to get feedback from upcoming commissioners.

Passing this off to Keith. Attach list to each month agenda.

City of Roseville HRIEC 2021 Work Plan							
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding	Community Outreach
Lead	Richard/Beverly	Etienne/Keith	Grace/Etienne/Beverly	Strategy Team		Richard/Beverly	Etienne/Keith
JAN	<p>Certificate of involvement from City</p> <p>Discuss gift card depending on # of submissions</p> <p>Post some submissions on website?</p> <p>Consider some honorable merit & interviewed on CTV</p> <p>Use gift cards from local businesses to support them as well</p>	<p>Ensure groups reached out to are apolitical</p> <p>Are 2 spots held each year?</p> <p>Commissioner Djevi volunteered as liaison to parade committee</p> <p>Make a list of communities not typically involved in local government & rotate through those groups each year</p> <p>Rebecca to clarify if 2 spots in addition to HRIEC/Commission spot</p> <p>Review proclamations for participation</p> <p>May 1st is deadline for groups to be in place.</p> <p>KOM, Native American group (tie in with Pocahontas park renaming), Grand Marshal idea?</p> <p>Look to confirm group at March meeting</p>	<p>Reviewed what commissions and city & city departments are doing</p> <p>Grace will send compiled research. It will be in Feb packet</p> <p>Next month looking at what other cities are doing.</p>	<p>This is part of Strategic Racial Equity Action Plan.</p> <p>Tracking demographics of who are applying & how often & who is interviewed. How many are applying?</p> <p>This is "on hold" for HRIEC work plan as it is being discussed with consultant.</p>	<p>This is "on hold" for HRIEC work plan as it is being discussed with consultant.</p>	<p>Youth commissioner voting</p> <p>Rebecca will provide staff report for Feb meeting</p> <p>Onboarding team - process (make time/commitment to meet&greet) - Richard</p> <p>Before first meeting - talk to new commissioners ahead of time</p> <p>Forward P&R handbook to Richard/Beverly</p>	<p>Ask all of commission for any pre-existing relationships with those who may want to be opinion leader or liaison</p> <p>Rebecca resend google form linkS</p>
FEB		<p>Start theme discussions. May tie into the larger parade them or focus on work of HRIEC. Attend other commission meetings to encourage parade attendance and sign-up.</p>	<p>Subgroup to research what other cities do/ best practices</p>	<p>Beverly develops recommendations and assist with youth commissioner recruitment.</p>		<p>Richard & Beverly observe 2021 onboarding process for commissions. Review onboarding materials.</p>	<p>Begin collecting names, institutions, and businesses. 10 minute brainstorming session at commission meeting.</p>
March	<p>Brainstormed ideas with Joanna.</p> <p>Subgroup will bring back suggestions for March meeting. Contest ends March 15. Once we know # of submissions, will be able to refine showcase. Have a summary to discuss</p>	<p>Etienne reached out to Native American group.</p> <p>Last year highlighted a proclamation (LGBTQIA) - could this be a criteria? Didn't do the event with the Hispanic group. With renaming Park, could tie that to Native American.</p> <p>Beverly would like young Asian Americans because discrimination is occurring.</p> <p>Decision: Asian American proclamation - (inviting KOM) and Native Americans (Allen & Xie work on KOM)</p> <p>Plan Hispanic Heritage Month for 2022</p> <p>Theme: Covid vaccine - wearing masks</p>	<p>Looked into what other cities did. Making progress. Next month can present recommendations</p>	<p>Address application under youth commission item</p>		<p>Send Dept. of Admin link to open meeting law videos to Richard. Will look to get feedback from upcoming commissioners.</p>	<p>Passing this off to Keith. Attach list to each month agenda.</p>

April

Potentially do interviews with CTV, Certificate Blurb in newsletter directing to website Recognition at City Council meeting Richard will contact CTV, Rebecca can reach out to students regarding specific privacy release	Keith reached out to KOM - will get back to him. Etienne reached out to NA community. Reaching out to others in the area. 10 -15 members for KOM Etienne will reach out to other commissions w/ date and what we hope to do.	Wait until April provide email update	Pushing info to students in late May or even early July. Ask Cmsr. Xie to help spread word	Strategy team working on this in a larger capacity	Onboard new commissioners	
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City of Roseville HRIEC 2021 Work Plan								
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding	Proclamations Support	Community Outreach
Lead	Richard/Beverly/Paul/Laura	Etienne/Keith	Grace/Etienne/Beverly/Laura	Strategy Team		Richard/Beverly	Richard/Kathy/Paul/Etienne	Etienne/Keith/Amanda/Peju
Goal		Promote inclusivity in our community	Increase community engagement/communication	Increase community participation and diversity of applicants				Ask all of commission for any pre-existing relationships with those who may want to be opinion leader or liaison Rebecca resend google form linkS
April	Potentially do interviews with CTV, Certificate Blurb in newsletter directing to website Recognition at City Council meeting Richard will contact CTV, Rebecca can reach out to students regarding specific privacy release	Keith reached out to KOM - will get back to him. Etienne reached out to NA community. Reaching out to others in the area. 10-15 members for KOM Etienne will reach out to other commissions w/ date and what we hope to do.	Wait until April provide email update	Pushing info to students in late May or even early July. Ask Cmsr. Xie to help spread word	Strategy team working on this in a larger capacity	Onboard new commissioners		Begin collecting names, institutions, and businesses. 10 minute brainstorming session at commission meeting.
May	Invited participants to May 3 CC On website In newsletter Presented topics for 2022 Essay contest: Which may work? What other suggestions/ideas? Reactions? (Send to Richard)	Potential for parade being cancelled. As soon as that is known, staff will notify commission	Need to compile info. Come up with list of suggestions/recommendations for full commission.	Send out Strategy Team job description and membership along with aggregate demographics		New members provide feedback on orientation/onboarding materials		Passing this off to Keith. Attach list to each month agenda.
June	Final topic: Following the pandemic, how can you and your fellow students become more involved in helping to improve, reconnect, and unite the Roseville community?; subgroup is working to finalize details for the fall	Subgroup remains the same: may change for 2022 Rosefest Parade	New subgroup has been formed	Staff is working to improve commissioner recruitment through SREAP			A new proclamations subgroup was formed to review commitments to support monthly proclamations	This group needs to identify what engagement looks like for HRIEC with all of the various stakeholders in the city
July	Final topic: Following the pandemic, how can you and your fellow students become more involved in helping to improve, reconnect, and unite the Roseville community?; subgroup is working to finalize details for the fall			Staff is working to improve commissioner recruitment through SREAP				

Essay/Art Contest Subgroup Recommendations

1. Discuss at next meeting ideas to reach out to home schooled students and other communities to encourage participation
2. Ideas to incentivize participation:
 - tell students there may be an opportunity to appear on 9North (may opt out if the student wishes)
 - tell students they will be invited to present their submission in person at a city council meeting (student may opt out if they wish) - award cash prizes
 - allow students to participate in their native language
3. Cash prizes to total \$450 maximum
 - If essay only: for each grade (6, 7 8): first prize - \$75
second prize - \$50 third prize \$25
 - if written and visual submissions: for each category and grade: first prize - \$50
second prize - \$25
4. Refer decision to full commission to decide if the contest be an essay only contest as in the past or to expand to include:
 - Written component: essay or poem
 - visual media: Poster, collage, photograph, etc (no video submissions)
5. If we expand to include a visual component, suggest the name of the contest be: Written and Visual Media Contest
6. Each students who submits a visual project would be required to write a paragraph explaining their project
7. Submissions due no later than January 30, 2022
8. Refer discussion about Essay sub-group reading and scoring all submissions and then referring the best 10-15 submissions to be read and scored by the remainder of the commission to the full commission
9. Discuss procedures to evaluate submissions in languages other than English

10. Proposed statement to be included on Contest Rules page:

All students in Roseville who are in the middle school age range (grades 6, 7 and 8) are encouraged to participate. You may express yourself in the language in which you are the most fluent. Submissions will be evaluated by the Human Rights, Inclusion and Engagement Commission, however your identifying information will be omitted and judging will be made anonymously. You may write an essay as in the past, but this year you may also write a poem instead. There will be an additional category of Visual Media (such as a poster, a collage a photograph etc). If you submit something in the visual category, please write a paragraph explaining your work. You may make a submission in only one category, either written or visual. Cash prizes will be awarded as follows: _____.

Proclamations sub group

1. From Thomas:

- The communications team is prepared to promote proclamations info on city web site, social media and e-mail
- The communications team is prepared to promote the appropriate proclamations on the front page of the City News paper
- Funds are available from Parks & Rec to celebrate Hispanic Heritage month with an event in 2022

2. Explore feasibility of having each department and commission include proclamation info on their web site

3. Make sure each department and commission is aware of the proclamations as they occur throughout the year

4. Investigate leveraging local organizations such as the Lions Club, Chamber of Commerce, etc) to see what kind of buy in they may be able to offer; make commissioners available to these groups for presentations to inform them of the commission work and city activities related to HRIEC.

5. Investigate ways to coordinate with 9North and recommend that the city allocate \$5,000 yearly to co-create original programming (HRIEC may be involved and make suggestions, but being responsible for developing programming may be beyond our ability/ scope).

6. Investigate working with the Roseville Library to:

- display proclamation theme on a poster situated in the library
- curate a list of books (one for adults, a second for children related to the proclamation
- curate a list of videos (one for adults, a second for children related to the proclamation

7. Develop a plan to reach out to the appropriate communities to develop references and links to be included on the city and HRIEC web sites for the various proclamations so they would be as appropriate as possible. Create a process for listing and up dating these links .

8. Get an update on the city view of working with Do Good Roseville
9. Discuss the display cases with the entire commission to determine if we want to continue or recommend an alternative to City Council.
10. Include a proclamation reference to the daily scroll of Roseville activities/info on 9North.

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: July 21, 2021

ITEM: 8.b.

ITEM DESCRIPTION: Staff Updates

Background

Staff will provide updates on the following:

- **SREAP Updates**
- **Communications Plan**
- **Rice Larpenteur Alliance event with MAC on August 14**
- **Housing Navigator**
- **Youth Commissioner Attendance and Voting**
- **In Person Meetings**

City of Roseville | Communications Plan | Updated June 21, 2021

Today's Date: _____

Project End: _____ This will be different for each problem statement

Scope: This communications plan is intended to serve as a guide to proactively think through communication strategy to internal and external stakeholders to inform, educate, consult, and involve/collaborate on the SREAP problem statements purpose and progress.

- **To Inform our stakeholders.** This information sharing will be used to help them understand the SREAP purpose, why we are doing it, and what we hope to accomplish from it. *Example: Rollout the SREAP to all employees so they know what it is.*
- **To Consult with our stakeholders.** There will be times when we will want to obtain feedback on decisions, alternatives, options, etc. Our communication points will be tailored for this type of situation when it arises. *Example: Gathering the Voice of the Customer perspective on the hiring process. (Problem Statement 1.4)*
- **To Involve/Collaborate with our stakeholders.** There may be times when we will want to ensure that the stakeholder's concerns and aspirations are directly reflected in the process. We will tailor communication pieces to that as well. *Example: Engaging customer to determine goals of the hiring process. (Problem Statement 1.6)*

Who needs to know? (Stakeholders)	What do they need to know?	How will we tell them?	When do they need to know? How often?	Who will tell them?
ALL staff	1-15	<ul style="list-style-type: none"> • a • e • g • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Managers/Supervisors • Strategy Team Leads • Dept Heads • Strategy Team • Equity and Inclusion Manager
All Managers/Supervisors	1-15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Dept Heads • Strategy team leads • Equity and Inclusion Manager

<i>Who needs to know? (Stakeholders)</i>	<i>What do they need to know?</i>	<i>How will we tell them?</i>	<i>When do they need to know? How often?</i>	<i>Who will tell them?</i>
Mayor and Councilmembers	1-15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Quarterly, at least • See SREAP timeline 	<ul style="list-style-type: none"> • Strategy team leads • Equity and Inclusion Manager • Consultants
Department Heads	1-10, 14 and 15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Strategy Team Leads • Equity and Inclusion Manager
HRIEC	1-10, 14 and 15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Equity and Inclusion Manager
Other Commissioners	1-7, 9, 10, 14 and 15	<ul style="list-style-type: none"> • a • b • e • g • h • i • j • p 	<ul style="list-style-type: none"> • Monthly at meetings, when applicable • See SREAP timeline 	<ul style="list-style-type: none"> • Dept Heads • Strategy Team Leads • Equity and Inclusion Manager

<i>Who needs to know? (Stakeholders)</i>	<i>What do they need to know?</i>	<i>How will we tell them?</i>	<i>When do they need to know? How often?</i>	<i>Who will tell them?</i>
Communications Staff	1-15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Immediately • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • City Manager • Assistant City Manager • Equity and Inclusion Manager • Strategy Team Liaison
HR Staff/Hiring Managers	1-15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Assistant City Manager • Dept Heads • Equity and Inclusion Manager
General Public	1-10, 14	<ul style="list-style-type: none"> • a • d • l • n • o • q 	<ul style="list-style-type: none"> • As soon as there are updates 	<ul style="list-style-type: none"> • Communications • Equity and Inclusion Manager
Union Stewards	1-15	<ul style="list-style-type: none"> • a • e • g • h • i • j • k 	<ul style="list-style-type: none"> • Sooner • Monthly at team meetings • See SREAP timeline 	<ul style="list-style-type: none"> • Dept Heads • HR

<i>Who needs to know? (Stakeholders)</i>	<i>What do they need to know?</i>	<i>How will we tell them?</i>	<i>When do they need to know? How often?</i>	<i>Who will tell them?</i>
Community Leaders	Depends, 1-10, 14	<ul style="list-style-type: none"> • a • d • l • n • o • q 	<ul style="list-style-type: none"> • Depends on information 	<ul style="list-style-type: none"> • Communications • Equity and Inclusion Manager

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What do our audiences need to know? What will we tell them? Is the purpose to Inform, Consult, or Involve/Collaborate?

How will we tell them?

1. What is the SREAP? **I**
2. What are the priorities of the SREAP? **I**
3. Why is the city taking on this initiative? **I**
4. What benefit to the city/community will this serve? **I**
5. How will this impact daily work? **IC**
6. What is the status of the initiatives? **I**
7. What has been accomplished so far? **I**
8. What are important next steps in the timeline? **IC**
9. How can they get involved? **IC/C**
10. Where can updates be found for the SREAP? **I**
11. How were the problem statements identified? **I**
12. How was the SREAP developed? **I**
13. Who is/was involved in the SREAP? **I**
14. What are the expected outcomes or goals? **IC/C**
15. What are the city's expectations of them? **I/C**
- 16.

- a. E-mail
- b. One-page summary (key points) document
- c. Webpage on city intranet
- d. Individual conversation
- e. Staff meetings/ Team meetings
- f. Elevator speech
- g. Training sessions
- h. Conferences
- i. Retreats
- j. Presentation
- k. Internal newsletter article
- l. External newsletter article
- m. Personalized letter
- n. Social media
- o. Special events
- p. Commission meeting
- q. Local media
- r.

Who will tell them?

- Senior Leaders communicate agency vision, goals, intent, and accountability. They communicate with audiences at key milestones.
- Supervisors/ Managers communicate to reinforce messages from Senior Leaders, to provide strategy, and to provide general guidance and accountability to Managers. They communicate with audiences monthly. They also collect feedback from their direct reports (managers) and feed that back up to Senior Leaders.
- Strategy Team Members communicate to reinforce messages from Supervisors/Managers, to provide perspective, and leadership for their colleagues. They communicate with audiences monthly. They also collect feedback from their colleagues and feed that back up to Supervisors/ Managers.
- Equity & Inclusion Manager communicates project details to all audiences and mediates between various levels of authority.
- Other people/groups serve as mediators between the City of Roseville staff and constituents.