

**Human Rights, Inclusion and Engagement Commission
Meeting Minutes
August 16, 2017**

Commissioners Present: Lisa Carey, Nicole Dailey, Etienne Djevi, John Eichenlaub, Wayne Groff, Chelsea Holub, Michelle Manke, and Lauren Peterson

Youth Commissioners: Elizabeth Hansel

Commissioners Absent: None

Council Liaisons: Mayor Dan Roe and Councilmember Lisa Laliberte

Staff Present: Rebecca Olson, Assistant City Manager

Call to Order/Roll Call

The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to order at 6:34 p.m. Mayor Roe requested roll call.

Approve Agenda

Commissioner Holub moved and Commissioner Eichenlaub seconded a motion to approve the Agenda as presented. Motion passed unanimously.

Approve Minutes

a. July 19, 2017 Human Rights, Inclusion and Engagement Commission

Commissioner Holub moved and Commissioner Manke seconded a motion to approve the July 19, 2017 Human Rights, Inclusion and Engagement Commission meeting minutes.

Councilmember Laliberte referred to line 110-111, and requested it be changed to, "...were not included in the Council summary and she only received..."

Councilmember Laliberte referred to line 148, and requested it be changed to, "...be a topic at their monthly Roseville Business Council meetings."

Councilmember Laliberte requested Commissioner Dailey's name be spelled correctly.

Motion passed unanimously.

Public Comment on Items Not on Agenda

Receive Reports

a. Subcommittee Report on Racial Profiling

Commissioner Holub reported the Subcommittee met and determined their goal was to address profiling and discrimination based on race, religion, and other demographics. Given the public comments and Imagine Roseville's focus on profiling and law enforcement, they plan to focus their efforts with businesses and commercial activities in the community. She highlighted the following action items recommended by the Subcommittee:

- 1) Collect data from the Minnesota Department of Human Rights and the Roseville Police Department to gain a better understanding of profiling in the community.
- 2) Engage local businesses to identify the best approach to address discrimination in businesses. This might also include contacting the Economic Development Authority (EDA) and Roseville Business Council.
- 3) Gather anonymous stories from the community to help understand what is going on. It would not be used for investigative purposes, but could potentially result in a collection of stories similar to the *Green Card Voices* exhibit that was recently displayed at the library.
- 4) Improve communication with the community on the HRIEC's role and provide referrals for community members with complaints.
- 5) Further understand and examine confidentiality of complaints. If someone writes to the Commission regarding an issue and includes their name, it is considered public information. It would be helpful to have that information redacted to protect privacy in initial stages.
- 6) Further guidance on responding to reports they personally receive from the community.

Ms. Olson commented they are going to update the website with additional resources regarding the HRIEC's role. She confirmed the Commission can oversee the website.

Commissioner Groff thanked Commissioner Holub for her summarization of the meeting.

Mayor Roe stated it makes sense to include the EDA and Imagine Roseville in this process. Don Eubanks suggested a person who could come and do some speaking on this topic.

Commissioner Groff commented businesses generally want to do the right thing. Training on what to do would be helpful instead of immediately firing an employee.

Mayor Roe stated it would be similar to what is required for liquor license training where they provide education on how to check IDs. They could also have law enforcement talk with

businesses about ways to deal with loss prevention and partner with HRIEC on the education component.

Commissioner Peterson commented she likes the idea of hearing anonymous stories from the community.

Commissioner Groff agreed anonymity is important, but the community needs to know what is happening.

Commissioner Djevi commented they will need to have additional training on how to handle and report situations as people bring them to the Commission.

Mayor Roe stated the City can help in training Commission members.

Commissioner Holub requested guidance on what the next steps should be for the Subcommittee.

Commissioner Djevi suggested the Council discuss a protocol that Commissioners should follow.

Mayor Roe stated this information could also be provided from City staff.

Commissioner Manke suggested the Subcommittee put together a proposal on how to partner with stakeholders. This could possibly be an invitation to business owners to an open house with the Police Department present to provide guidelines and help to them.

Mayor Roe commented staff could facilitate discussion with the EDA staff. He suggested the Subcommittee do additional research and provide proposals to the HRIEC for approval and recommendation to the City Council.

Commissioner Peterson moved and Commissioner Manke seconded to direct the Subcommittee to move forward in the process, do more research, and provide the HRIEC with some proposals.

Commissioner Groff advised this will probably be a long-range project.

Commissioner Manke suggested they establish a timeline as part of the proposal.

Commissioner Holub stated they are going to need staff resources.

Motion passed unanimously.

b. City Engagement Efforts

Ms. Olson directed the Commission to the current and future engagement efforts listed in the meeting packet. She highlighted the Discover Your Parks event and the walking touring hosted by the Public Works Environment and Transportation Commission. She highlighted the

upcoming public meetings and the two new parks coming to Roseville. She suggested members of the Commission attend these meetings, get feedback on how the engagement efforts are going, and provide recommendations to the City Council. She referred to the packet and pointed out the meeting dates for Marion Street Park are September 12 at the Marion Street Park Site and October 17 at Galilee Lutheran Church. The meeting dates for the Cleveland Avenue Park are October 5 and November 2, with an additional brainstorming session on August 29, all of which will take place at the Fairview Community Center. All these meetings will begin at 6:00 p.m.

Mayor Roe clarified he requested members of the Commission attend the meetings to provide feedback, not the Council. The Parks and Recreation Department has been doing planning for years, and this may be an easy way for the Commission to plug in.

Commissioner Groff pointed out they should be aware of accessibility issues for people of all abilities.

Commissioner Holub suggested Ms. Olson email a sign-up to Commissioners to make sure they are represented at each meeting. Ms. Olson confirmed she would do this.

Mayor Roe commented the farther in advance staff knows of these events, the easier it is for the HRIEC to participate.

Commissioner Eichenlaub inquired about the Natural Resources Renewal event that will take place on August 19.

Ms. Olson explained it is a volunteer event that takes place on the third Saturday of every month, and this month they will be removing invasive species along a shoreline.

c. Report on Essay Contest

Ms. Olson reported staff recently sent out letters to the principals of schools requesting they distribute it to their students. Information will also be posted on the City website, in the e-newsletter, and on social media.

In response to Commissioner Manke, Ms. Olson stated the essay contest is for sixth through eighth graders, and Concordia is a high school.

Commissioner Eichenlaub advised Brimhall has sixth graders and should be added to the list.

Commissioner Carey referred to April 18, 2018 on the timeline, and suggested they be open to the number of essays they select, as they have in the past.

Commissioner Peterson moved, and Commissioner Holub seconded to approve the Essay Contest Timeline, noting the flexibility on the number of essays selected. Motion passed unanimously.

Commissioner Peterson advised a Subcommittee needs to begin reviewing the rubric.

Commissioners Eichenlaub, Djevi, Hansel, and Dailey volunteered to be part of the Subcommittee to review the rubric for the essay question.

d. Staff Report

Ms. Olson reported the City Council approved the Commission's recommendation to receive Acer Iverson as a Youth Commissioner at the August 14, 2017 Council meeting.

Commissioner Dailey inquired if they should also assign a mentor to Youth Commissioner Hansel.

The Commission agreed the mentor was to be for new Youth Commission members.

Commissioner Peterson offered to be a mentor to Mr. Iverson, but stated she will not be at the September meeting. She will coordinate with staff to be present for his orientation.

Mayor Roe asked Youth Commissioner Hansel if she would like a mentor.

Youth Commissioner Hansel responded no.

Ms. Olson referred to discussion at a previous HRIEC meeting regarding the Police Department's policy around asking about immigration status. She stated the Police Department does not ask about immigration status when they respond to incident calls and they are working on putting this into a written policy. Once the draft policy is reviewed and finalized, staff will forward a copy to the Commission.

Commissioner Holub inquired if the Council has received the Imagine Roseville report.

Ms. Olson advised it will be part of the August 28, 2017 Council meeting.

Ms. Olson reported Commissioners Groff, Djevi, and Holub, and Mayor Roe were at the planning meeting for Imagine Roseville.

Commissioner Groff reported the next Imagine Roseville Town Hall meeting will be on October 2, 2017. They are currently coming up with questions and people that will be involved. They will go over the City's policies.

Commissioner Holub commented this meeting is designed to be less of a presentation and include more dialogue to reach the people who did not attend last fall.

Ms. Olson commented the data collected from Ramsey County that was discussed to be part of the next meeting will not be available until the beginning of next year.

Mayor Roe stated the Town Hall format allows people to expand on what was started last October. If questions come up that are not directly related to the Police Department, they hope to have other people in the room as resources. They also hope to get feedback from the public on the City's policies. They will include pre-written questions to make sure the main topics get discussed.

Commissioner Djevi commented they discussed looking at the top five policies from the Police Department and hearing feedback from the community on them. It will be a question and answer time with a short presentation.

Commissioner Groff commented the Police Chief is planning on give a report on the use of body cameras and the legal ramifications with them.

Ms. Olson presented a document to the Commission and commented she met with community members Keely Vandre and Nyla Harris who suggested an idea for partnering with the Commission.

Ms. Vandre provided an overview of their proposal to partner with the HRIEC. She reported they like to meet in a public place, and are looking for a place to meet without paying fees. They met with the Parks Department, staff explained the reason for the fees, and suggested they meet with the HRIEC to see if there was a way to create a partnership. They hope to meet once a month for a couple of hours and the topics discussed could be relevant to what the HRIEC does.

Ms. Olson commented this fits into some of the goal setting and action plan process they have been discussing. The Commission can discuss this, and then see if they want to include it when they do the action plan at their next meeting.

Commissioner Peterson inquired what types of conversations have taken place at the meetings.

Ms. Vandre responded the first meeting was a direct result of the action steps that resulted from women's march. They hosted a Huddle, and it centered on informing each other on things going on in the community, ways they can engage and volunteer, and sharing ideas about block parties. So far it has all been women, there is no explicit content, but they are open to what should be "off topic" for a hosted group versus a HRIEC sponsored event.

Commissioner Groff commented it is a good way to get out of City Hall and into the community. It is community building, but they would have to consider what topics are discussed and how it fits with the Commission's mission.

Ms. Vandre stated she believes the focus of the Commission is similar to topics they would want to include. They have mainly had Roseville residents participate. There were others from St. Anthony Village, St. Paul, and Shoreview, and they commented that Roseville is doing a lot. It is a good reputation to continue. She inquired if the Commission would be willing to pilot this in a formal way for a year. If it is successful, they can host it in different locations throughout the

community. The parks buildings are neighborhood centralized and they have found that people just want to get to know each other.

Commissioner Carey inquired what channels they used to reach out to people to have so many people participate.

Ms. Vandre responded the women's march publicized local events so that people could search and find her contact information. They advertised the second meeting via word of mouth, and had 40 people show up. They are able to use space at the library, but will have to limit the number of participants because the space is small. They considered partnering with faith-based organizations as well, but they would prefer to keep it secular so that people do not feel uncomfortable meeting in a church.

Ms. Harris stated they want to remain visible to the rest of the community. It is important to have other people see what is happening and it would be good to show the City is involved in it as well. People want to feel connected.

Ms. Vandre stated typically meetings last for an hour and a half and at one meeting they had a guest speaker come. Partnering with the Commission could provide ideas on what kinds of topics could be presented in that type of setting.

Commissioner Groff stated they will discuss this opportunity at their next meeting.

Commissioner Djevi suggested they email topics they want discussed to Ms. Olson, and the Commission can then determine how it might fit in.

Ms. Vandre stated having a consistent monthly meeting is ideal and a great way to stay engaged. They currently meet the first Saturday of every month from 9:00 a.m. to 10:30 a.m.

Commissioner Groff suggested the Commission also provide topics that may be relevant.

Commissioner Holub inquired what restrictions would be in place on potential partners.

Ms. Olson commented she could provide an a very general overview on broad topics that are not appropriate.

Mayor Roe stated it is important to inform partners on the topics the City should not be involved in.

Commissioner Groff commented it would be important in include topics that are timely and they would have to know them ahead of time.

Ms. Vandre stated it could be an extension of the goal of Imagine Roseville. If the Commission decided to partner with them, she would hope a Commissioner could be present at each meeting.

Commissioner Groff expressed concern with making sure they do not have a quorum at the meeting.

Ms. Olson advised they could also notice it as a standing meeting.

Youth Commissioner Report

Youth Commissioner Hansel reported the Teens for Human Rights Club at Roseville Area High School is working hard preparing for orientation and the first day of school. They are working on advertising and projects for next year.

New Business

Commission Groff reported the Karen Organization Minnesota (KOM) will be having their annual Gala on October 12. He inquired if people have participated in the past.

Ms. Olson advised she will find out what has been done in the past and email the information to everyone.

Commissioner Groff explained KOM is an organization that works with immigrants.

Ms. Olson stated *MinnPost* recently had an article highlighting KOM.

Mayor Roe commented if it is a City sponsored event, it may be staff driven.

Commissioner Groff suggested Commission members let Ms. Olson know if they want to go.

Commissioner Holub suggested at future meetings they ask the public in attendance if they are present for a specific agenda item. They could then rearrange the agenda so they do not make them wait through the entire meeting. She suggested the Chair or Vice Chair ask the public during the agenda approval if they are there for a specific agenda item, and make the appropriate changes.

Commissioner Groff agreed.

a. Overview and Summary of Consensus Workshop

Ms. Olson provided a handout to the Commission. She reported they met last night and identified what they want to work on as a Commission in 2017-2018. She explained the columns in pink on the left are the broad topics that summarize the ideas listed in the column on the right. The goal is to take the broad topics, put actions to them, and prioritize them at the next meeting. The broad topics include: 1) Listening to and gathering feedback from all stakeholders in the community; 2) Educate and engage youth; 3) Educate community on pertinent topics/issues; 4)

Proactive and reactive advisement on City policies; 5) Partnering with key stakeholders; 6) Engage community and foster unity and relationship; 7) Foster peace and safety; 8) Evaluate and advise on innovative ideas and resources; 9) Develop a sense of community identity; 10) Increase access to and representation in City government; 11) Proactive and reactive advisement on Human Rights issues; and, 12) Maintain and improve collaboration with public safety.

Ms. Olson requested Commissioners send her feedback on this process.

The Commissioners commented Ms. Olson did a great job facilitating the meeting, thanked her for being prepared, agreed they got a lot accomplished and learned a lot about everyone's priorities and passions.

Ms. Olson advised the next meeting will be on Thursday, August 24. She stated they should come prepared with actions they can take to accomplish their ideas and suggested they review the minutes where they went over all the items of importance. She will follow up via email with more instructions on how to prepare for this meeting and send out follow up material after each meeting.

Mayor Roe advised the video of the meeting is also available on the CTV website. He watched the meeting, was impressed with the discussion that took place, and looks forward to the next discussion.

Other News, Business or Reports

Announcements

Commissioner Djevi announced Ask A Youth will take place on September 26 at 6:30 p.m. at the library and Youth Commissioner Hansel is part of the panel.

Future Agenda Items

The Commission agreed that this item is pending what happens at the meeting next Thursday.

a. Appoint Chair/Vice Chair

Ms. Olson reminded the Commission they plan to nominate a Chair and Vice Chair in September and vote in October.

b. Appoint Member to Ethics Committee

In response to Commissioner Peterson, Ms. Olson stated the Ethics Committee meets annually in April, and then as needed.

Adjournment

Commissioner Eichenlaub moved and Commissioner Dailey seconded a motion to adjourn. Motion passed unanimously. Meeting adjourned 7:55 p.m.

Respectfully submitted,

Shannon Schmidt

TimeSaver Off Site Secretarial, Inc.