

**Human Rights, Inclusion and Engagement Commission**  
**Meeting Minutes**  
**August 24, 2017**

**Commissioners Present:** Nicole Dailey, Etienne Djevi, John Eichenlaub, Wayne Groff, Chelsea Holub, and Lauren Peterson

**Youth Commissioners:** Elizabeth Hansel

**Commissioners Absent:** Lisa Carey, Michelle Manke

**Staff Present:** Rebecca Olson, Assistant City Manager

**Call to Order/Roll Call**

The Human Rights, Inclusion, and Engagement Commission (HRIE) meeting was called to order at 6:37 p.m. Ms. Olson called the roll.

**Approval of Agenda**

Commissioner Groff moved and Commissioner Holub seconded a motion to approve the agenda. Motion passed unanimously.

**Public Comment on Items Not on the Agenda**

There was no public comment.

**Action Planning Workshop Discussion**

Ms. Olson gave an overview of the format for the discussion. She stated that commissioners will use some of the same techniques they used at the Consensus Workshop on August 15 to come up with actions associated with the topics they previously identified. Ms. Olson outlined the process and agenda for the workshop.

Ms. Olson clarified that the rational aim of the workshop was to have a list of actions that can be reasonably accomplished in 2017-18 that reflect the topics of the Consensus Workshop and are balanced between the objectives to Evaluate, Engage and Advise the City Council. She then explained that the experiential aim of the workshop was to give commissioners an opportunity to work together to develop shared goals they can all support.

Ms. Olson highlighted the purpose of the Commission as outlined in City Code. She then led the group in an activity designed to identify what success looks like for action planning. She asked the group to imagine it is the end of December 2018 and assume that all actions from the plan

have been accomplished. She asked them to brainstorm ideas of what success looks like. The group identified different phrases or words that reflected what they imagine success would look or feel like. Ms. Olson then led the group in an exercise to identify the strengths and weaknesses of the group, and the benefits and dangers of success.

Ms. Olson gave instructions for the brainstorming section of the agenda and gave the group time to work on developing their ideas, and discuss with partners. Once individual ideas and discussion was finished, commissioners then grouped their ideas under the topics that were identified from the Consensus Workshop. Ms. Olson then explained that if there were other ideas that were not listed tonight, or if there were too many ideas, they would be placed in the ‘Parking Lot’. These ideas could serve as the foundation for future action plans, or discussions. The group then clarified each idea and then were clustered around common themes.

In order to identify priority topics, Ms. Olson explained a ranking system and asked the Commission to identify criteria they wished to use to rank each item. After Commissioners ranked each idea, they further discussed items. Items without ranking were moved to the Parking Lot, and the commission discussed the remaining ideas.

Once priority ideas were identified, the commission chose which objective the idea fell under (Engage, Evaluate, Advise). The actions the commission outlined that they would like to consider for 2017-18 are listed below along with their objective area.

Action	Objective	Topic Area
Roseville Town Hall or Open House	Engage/Evaluate	Increase Access to & Representation in City Government
Continue Imagine Roseville	Evaluate/Advise	Maintain and Improve Collaboration with Public Safety
Photo Project Plan	Engage	Develop a Sense of Community Identity
Human Rights/Engagement Award	Engage	Engage Community & Foster Unity & Relationships
Co-sponsor events/films/discussions with other commissions or community groups	Engage	Educate Community on Pertinent Topics/Issues
High School Summer Book Read	Engage	Educate and Engage Youth
Essay Contest	Engage	Educate and Engage Youth
Attend/Engage at other commission meetings	Evaluate/Advise	Evaluate & Advise on Current Engagement & Outreach Practices

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Welcome Materials	Evaluate/Advise	Engage Community & Foster Unity & Relationships
Naturalization Ceremony	Engage	Develop a Sense of Community Identity
Proactive Policy Advice	Advise	Proactive and Reactive Advisement on City Policies

The following actions were identified as needing further discussion with the City Council to determine if they are items the commission should focus on.

- Monthly Community engagement meetings with specific topics/focus
- Rosefest parade/Party in the Park

The following actions were listed in the Parking Lot:

Top Ten List of policies for an equitable city
Choose city projects to evaluate
Run positive stories from diverse communities in city paper and by CTV
Partner with RAHS & HR club
Community Outreach team
Improve Public Safety/Community Engagement
Subcommittee that focuses on events in city- easy way to see what's going on
Host or partner with pre-existing volunteer fair
Cultural access/space
Council directed projects
Improve representation in city/commissions/etc.

After identifying areas the commission wished to pursue, Ms. Olson instructed the group on how to identify key actions for each project/idea. She indicated that these key actions will be used to help write descriptive paragraphs for the action plan. She stated that she is asking to identify a lead commissioner for each action who will be responsible for writing that paragraph for the action plan.

The lead commissioners are as follows:

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Chelsea Holub

- Roseville Town Hall or Open House
- Photo Project Plan
- Proactive Policy Advice
- Welcome Materials

Wayne Groff

- Imagine Roseville
- Human Rights/Engagement Award

Nicole Dailey

- Co-sponsor events/films/discussions with other commissions or community groups
- Rose Parade/Party in the Park

Elizabeth Hansel

- Highschool Summer Book Read

Etienne Djevi

- Essay Contest
- Naturalization Ceremony

Lauren Peterson

- Attend/Engage at other commission meetings
- Monthly Community engagement meetings with specific topics/focus

Ms. Olson stated that she will follow up with written notes to the commission from tonight's meeting so that their work will be well documented. She handed out a follow up calendar with key dates.

September 1

Rebecca will get notes from the 8/24 Action Planning Workshop out to Commissioners by this date.

September 13

Lead Commissioners will send description paragraphs back to Rebecca by this date.

September 20

Action Plan will be discussed during the HRIEC Regular meeting on this date.

October 2

HRIEC Final Action Plan for 2017-18 should be completed and forwarded to City staff to be included in the packet for the Joint Meeting.

October 9

HRIEC will tentatively hold a joint meeting with the City Council during their work session on this date. The City Council meets jointly with each commission. During this meeting, the HRIEC Action Plan should be discussed to ensure the City Council and Commission are on the same page regarding the actions and priorities included in the plan.

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Seeing as there was no further discussion or questions, Commissioner Peterson moved, and Commissioner Djevi seconded a motion to adjourn. The motion passed unanimously.

**Adjournment**

Meeting adjourned 8:57 p.m.

Respectfully submitted,

Rebecca Olson

*Assistant City Manager*