R⚘SEVILLE
REQUEST FOR COUNCIL ACTION

Date: July 19, 2010
Item No.:   10.a

Department Approval	City Manager Approval

Item Description: Human Rights Commission Meets with the City Council

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BACKGROUND

Each year, the Human Rights Commission meets with the City Council to discuss topics of mutual interest.

In 2009, the Council expanded the responsibilities of the HRC. The Commission took this responsibility seriously. They worked with a consultant to identify goals and to develop strategic plans.

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Attachments: A: HRC Strategic Plan 2009
                 B: RHRC Report

CITY OF ROSEVILLE
HUMAN RIGHTS COMMISSION

Strategic Plan and Commission Initiatives for 2009

1) Board Training and Development

    A. Parliamentary Procedures, Decorum and public meeting/hearing procedures, rules
    B. Mission Statement
    C. By-Laws and Standing Rules

2) Outreach

    A. Establish Partnerships with neighboring Cities and Sponsor and Co-sponsor various initiatives relative to our purpose and mission.
    B. Establish a youth Human Rights Committee.
    C. Continue and build and expand on current race and diversity dialogues.
    D. Begin the process to have all meetings/hearings live on channel 16.

3) Fostering community through inclusive, welcoming, responsive neighborhoods and city government

    A. Develop a process to assess city government activities, programs and services for accessibility so that city activities, programs and services may be understandable and responsive to a diverse citizenry.
    B. Develop a process to monitor statistical and other data trends. Use the information to create a set of recommendations for the City Council. The purpose of the set of recommendations is to encourage mutual understanding among our citizens about the community's diversity.
    C. Develop programs and recommendations for the Council to encourage and assist in the development of neighborhood groups, forums, and networks in order to provide residents with a sense of belonging and facilitate effective citizen engagement.

4) Review Various Sources for Additional Funds

Adopted August 11, 2009

Roseville Human Rights Commission
Training and Planning Session - 2009

Planning Workshop Agenda:

Day 1: Saturday, November 7th

9:00 INTRODUCTIONS
- **Group and facilitators introduction**
- **Agenda Review**

9:30 VISION OF SUCCESS:
"What do we want to see happen in the community as a result of our actions?"

10:30 CURRENT REALITY:
" What is our Current Reality?"

11:30 COMMITMENT
"What are we committed to?"

11:45 KEY ACTIONS
" What specific actions we can take to accomplish our Strategic Goals and support our Commitment?"

Day 2: Tuesday, November 10th

6:45 TRAINING
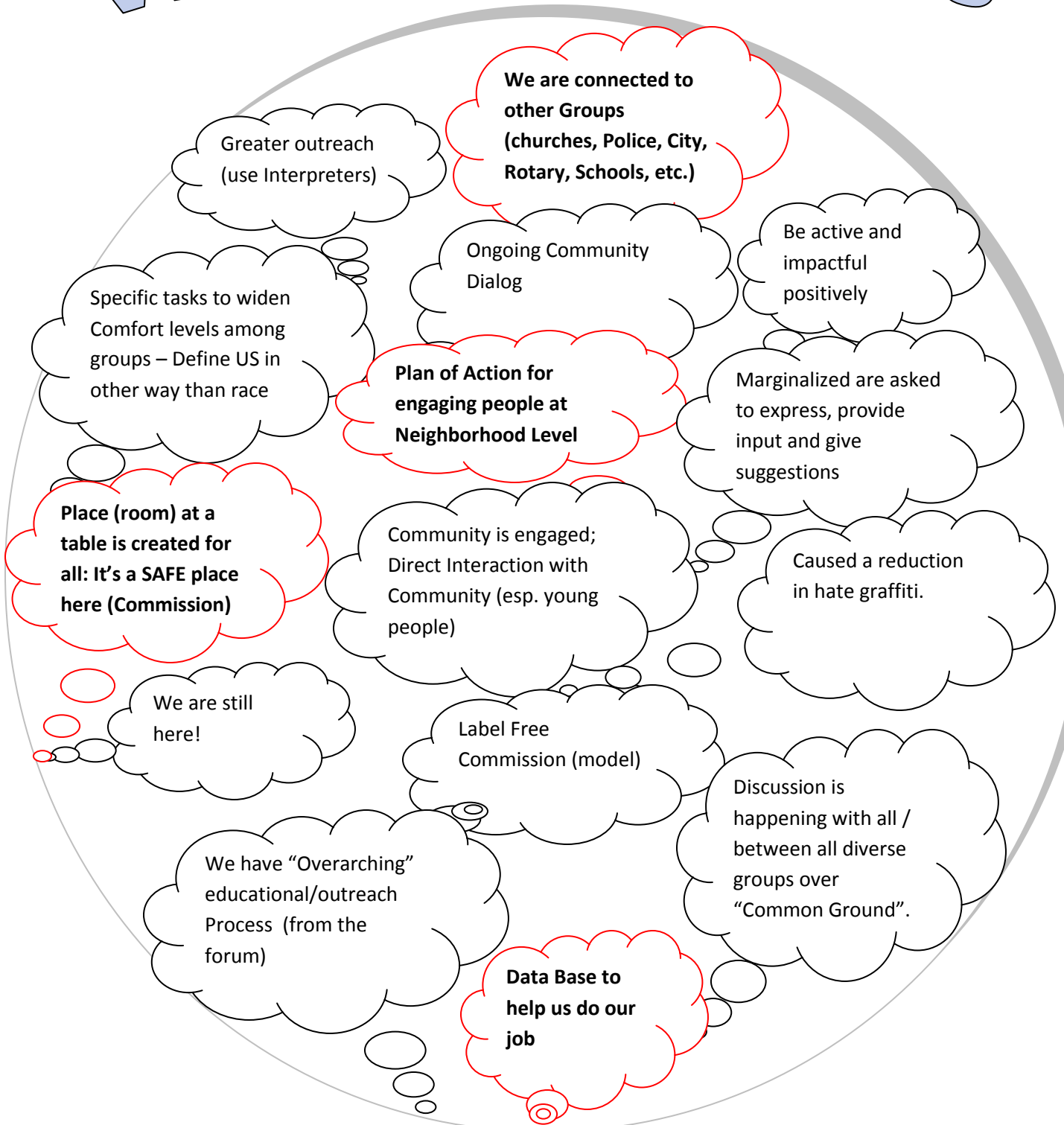**"How can we run more effective meetings?"**

7:45 REVIEW OF DAY 1

8:00 CALENDAR OF ACTIONS
- **Divide in Subgroups : "Which group of Actions would you like to work on?"**
- **Structure Plan: " What would be the Victory for your group?"; "What would be a lunch activity?"**
- **Present to the whole group : align activities on a timeline**

8:30 ADJOURN

PART I: Vision of Success

"What do we want to see happen in the Community as a Result of our Actions?"

- ❖ **The participants were asked to brainstorm individually, select top 3-5 ideas from their list to share with the whole group.**
- ❖ **The ideas were recorded on a flipchart in the circle to demonstrate focus.**

PART II: Current Reality

"What is our Current Reality?"

- ❖ **What are some Strengths that we have as a group and individuals in relation to our work on the commission?**
- ❖ **What are some Weaknesses of our group?**
- ❖ **Assuming Success for what we set ourselves to accomplish, what are the benefits of the success to us and the community? What are the dangers?**

STRENGTHS:	BENEFITS:
o Common Values o Support from Council (commitment) o Diverse Background o Representative of Community o Expertise and Skills at the table o Good Chair and City Council (leadership) o Respect o Broad Brush o Listen and Act o Have clout (ability to be heard)	o Stronger Community o Move ahead/accomplish things efficiently and effectively o Proud to live in Roseville o One Voice: "Group Harmony"(extending to community) o Responsive Community and Civically Engaged Neighborhoods o Group: Individual sense of accomplishments
WEAKNESSES:	**DANGERS:**
o Our message Delivery o Spectrum missing o Current structure for decision making o Different Directions (different commitments) o Knowledge of Commission o Base of Understanding (MN HRC) o Common Rules o Time o Lost in Process/ Bugged down	o Bite off too much o Loose control of message o May not be prepared o Don't grow with the change o Sustain "after" success o Complacency /self-satisfaction o Diminished Consistency and capacity o Get sloppy by forgetting history & culture

PART III: Commitment

"What do we hear US as a Group Committing to?

Shared Commitment

Create Data Base to assist with decision making and measuring results.

Establish Plan of Action for civically engaging neighborhoods to connect people through new and existing partnerships.

Be Open to learning about each other and building stronger relationships.

Dedication to the Role of upholding the MN Human Rights ACT.

PART IV: Key Actions

"What specific actions we can take to accomplish our Strategic Goals and support our Commitment?" *(in one year period of time)*

- ❖ **Strategic Goals Review and Mission Review**
- ❖ **Working in small groups, brainstorm specific actions individually, discuss in the small group and share the ideas with the whole group.**
- ❖ **Combine similar ideas, identify common theme.**

At this point the group decided to review current Mission and change/adjust it to reflect current group's purpose. The time didn't allow for it to happen during this session. Recommendation is to review the mission in the near future.

THEMES EMERGED:

PLAN ACTION

DATA BASE

Communication

PART V: Creating Calendar of Action

- ❖ **Self Select on what subgroup/committee you would like to work**
- ❖ **Define Victory/Success for your topic**
- ❖ **Identify Launch activity**
- ❖ **Arrange actions on a time line (ad more if needed)**
- ❖ **Discuss approximate budget**
- ❖ **Name your Group**
- ❖ **Report to the whole commission**

(Summary on page 8)

PART V: Coordination and Next Steps

To help the Commission wrap –up the process, here are suggested final steps:

- ✓ Does the Victory for your Team reflect the Commitment?
- ✓ Does the Victory for your Team support the Strategic Goals for the Commission?
- ✓ How does this work reflect on the Commission's Mission? (Note: Mission needs to be reviewed)
- ✓ Do we need to adjust time line?
- ✓ What budget adjustments/allocations we need to make?
- ✓ Who will be assigned as an overall Coordinator?
- ✓ How are the team members and teams going to communicate?
- ✓ What are our Roles in bringing this plan forward?
- ✓ What are our Responsibilities for accomplishing these goals?

The overall coordination of the designed plan should be assigned to one individual; it is also recommended that each team has a lead person for a particular project or a period of time.

Human Rights Commission 2009 – 2010 Calendar of Actions

Team Name & Members	Launch	Nov-Dec 2009	Jan-Mar 2010	Apr –June 2010	July-Sept	Oct-Dec	Budget	Victory
"Visions of Success" (Thelma, Liz, David)	Adopt Agenda Format	Establish & Adopt Standing Rules	- Develop Opportunities for Comm. to interact - Transition Plan for new HRC Chair &Vice Chair - Develop Orientation Process	- New Comm. Orientation - Enhance HRC Website – allow access to comm.			Request Assessment from City Staff (Website)	Establishment of Strategic Plans: Subcommittees, Ad Hoc Committees or Standing Committees: a)Com. Dialog; b)HR Essays; c)Public Forums; d)Education Forums
"Program Planners" (Gary, Marie)	Seek Funding for Civic Engagement Activities (Grant due Dec.31)	- Seek additional funding & expertise (including City & neighborhood resources) to develop a plan for Civic Engagement at a neighborhood level	- Number sections of Roseville (assign a commissioner to represent it)	- Create partnerships in planning - Create Space (quick response) - Add more places at the table (more outreach) - Develop a Plan for Civic Engagement	-Channel 16 -Session to increase awareness of MN HR issues		$1,5 K GRANT + Commission time & availability	More Community Dialogs Neighborhood Events Planned and/or DONE
"Data Geeks" (Peg, Barb)	Conduct Scan of available data	Police Data	Housing Data	- School Data - Park and Rec Data	- MN Student Survey Data - Census Data	Report top 10 to City Council	Data from Dept City and School Tracking System (Data Base)	10 Traceable Data Elements to inform and report HR issues