

**Commissioners:**

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



**Human Rights, Inclusion  
and Engagement  
Commission**

**Agenda**

**Wednesday, August 18,  
2021**

**City Council Chambers**

**Address:**

2660 Civic Center Dr.  
Roseville, MN 55113

**Phone:**

651 - 792 - 7000

**Website:**

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

1. 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 HRIEC Draft Minutes 07.21.21

Documents:

[HRIEC DRAFT 07.21.2021.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 Special Officer Election - Vice Chair

Documents:

[SPECIAL OFFICER ELECTION FOR VICE CHAIR.PDF](#)

- 7.C. 7:25 PM Work Plan Updates

Documents:

[HRIEC-2021WORKPLAN\\_AUGUST.XLSX](#)

- 7.D. 7:50 PM Conversion Therapy Ban Ordinance Discussion

Documents:

[CONVERSION THERAPY DISCUSSION AGENDA ITEM.PDF](#)

8. Other New Business Or Reports

8.A. 8:05 PM Staff Updates Report

Documents:

[STAFF UPDATES AGENDA ITEM 081821.PDF](#)

9. Announcements

10. Future Agenda Items

11. 8:20 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 **Meeting Minutes**  
3 **DRAFT – July 21, 2021 - DRAFT**  
4

5  
6 **Commissioners Present:** Amanda Becker, Richard James, Grace Lee, Kathryn Macomber,  
7 and Laura Palmquist.

8  
9 **Youth Commissioners:** Beverly Yiling Xie

10  
11 **Commissioners Absent:** Keith Allen, Etienne Djevi, Paul Haas, Adepeju Solarin

12  
13 **Staff Present:** Thomas Brooks, Equity and Inclusion Manager, Mark Gaughan,  
14 City Attorney

15  
16 **Call to Order/Roll Call**

17  
18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to  
19 order at 6:30 p.m.

20  
21 **Approve Agenda**

22  
23 Vice Chair Lee indicated the Item on Conversion Therapy Ban Ordinance Discussion should be  
24 moved directly after approval of the agenda.

25  
26 Commissioner Palmquist moved and Commissioner Macomber seconded a motion to approve  
27 the Agenda as presented. Motion passed unanimously.

28  
29 **Conversion Therapy Ban Ordinance Discussion**

30  
31 Vice-Chair Lee introduced City Attorney Gaughan.

32  
33 Mr. Brooks reviewed previous discussion that from the Commission regarding this subject. He  
34 also discussed the Governors Executive Order and his discussion with Chair Djevi and Vice-  
35 Chair Lee. He indicated both Chair Djevi and Vice-Chair Lee wanted to move forward with this  
36 because the Executive Order is not reliable and also the Executive Order did not actually ban or  
37 prohibit Conversion Therapy. The Governor does not have the authority to do that.

38  
39 Commissioner James asked if the Executive Order covered religious organizations as far as  
40 Medicaid or Medicare, the payments to them. If a religious organization used conversion  
41 therapy and then tried to get reimbursement from the Government, he wondered if the  
42 Government would reimburse the religious organization under the Executive Order.

43  
44 City Attorney Gaughan indicated he did not have an exact answer for that. He believed everyone  
45 was still trying to sort through how the Executive Order is going to work. His expectation would

46 be that scenario would be extremely rare where a religious organization doing the religious  
47 practices would be seeking Medicaid or Medicare reimbursement.

48

49 Vice Chair Lee thought in order to be reimbursed from insurance there would need to be a  
50 licensed counselor. She knew some churches do have a counseling center with licensed  
51 therapists.

52

53 City Attorney Gaughan indicated he drafted the Ordinance with open space for the Commission  
54 to craft the purpose and findings for the Ordinance and he would then wordsmith and place them  
55 in the Ordinance.

56

57 Vice-Chair Lee indicated in discussion with City Attorney Gaughan that the Commission will  
58 post the draft Ordinance and welcome community feedback at the next Commission meeting, as  
59 well as at the City Council meeting where the Commission will be presenting the Ordinance and  
60 then for some of the findings, reach out to some of the people who already emailed the  
61 Commission and given feedback to make sure it is fine with them if some of the information is  
62 included in the Ordinance.

63

64 Youth Commissioner Xie asked if the people who provided the feedback be invited to the next  
65 meeting.

66

67 Vice-Chair Lee indicated everyone is invited but when the Commission asks them if it is ok to  
68 include their ideas then the people could be invited at that point.

69

70 City Attorney Gaughan noted if there are statements from licensing bodies or agencies that the  
71 Commission would feel is appropriate that would be a proper spot to include those.

72

73 Commissioner James wondered if it would be worthwhile for the Commission to consult the  
74 bans that have been issued in other cities throughout Minnesota in order to get some direction or  
75 idea on how to proceed. He wondered where that responsibility would lie.

76

77 Mr. Brooks indicated that was a directive from Council. The Council really wanted to hear from  
78 other cities that passed ordinances to know what challenges they have run into. That technically  
79 would be a HRIEC responsibility to do that before it is presented to Council. He noted he could  
80 help out where he can. He indicated he has reached out to Duluth and have heard back from  
81 them today. He understood this was one of the original models in the State, so every city has  
82 sort of derived their version from that.

83

84 Vice-Chair Lee indicated Chair Djevi, and Commissioner Peju are the only two people on the  
85 subcommittee for this and she wondered if there was another other Commissioner that would  
86 want to serve on this committee as well.

87

88 Commissioner Palmquist indicated she would be willing to help out.

89

90 Mr. Brooks noted this subcommittee would complete the Ordinance, conducting the research that  
91 the Council has asked for, making sure the community provides input and helping prepare a  
92 presentation for the City Council.

93

94 Vice-Chair Lee indicated they are hoping a lot of the work can be done before the next  
95 Commission meeting.

96

97 Commissioner Macomber indicated she would serve on the subcommittee as well.

98

99 Commissioner Becker indicated she would be willing to help put together the presentation to the  
100 City Council.

101

### 102 **Public Comment on Items Not on Agenda**

103

#### 104 **Commission Response to Community Issues**

105 It was indicated an email was received from a resident that felt they were a target of micro-  
106 aggression. Mr. Brooks explained he reached out to the individual and directed that person to  
107 contact the Minnesota Department of Human Rights to file a report, which has a database that  
108 keeps track of all of the complaints and would be the ones to investigate if needed.

109

110 Youth Commissioner Xie indicated she sympathized with the person because she has also  
111 experienced micro-aggression stereotypes in the past. She was glad the individual was talking  
112 about this and reaching out. She thought there needed to be a procedure in place for these types  
113 of things that come forward.

114

### 115 **Approve Minutes**

116

117 **a. June 9, 2021 Human Rights, Inclusion and Engagement Commission**

118 **b. June 16, 2021 Human Rights, Inclusion and Engagement Commission**

119

120 Youth Commissioner Xie indicated on line 43 of the June 16, 2021 minutes, the sentence should  
121 be revised to better capture what she meant.

122

123 Commissioner Macomber indicated on line 354 of the June 16, 2021, she was not sure if the  
124 sentence made sense so asked Mr. Brooks to review it and make appropriate changes.

125

126 Commissioner Macomber moved and Commissioner James seconded a motion to approve the  
127 June 9, 2021 and the June 16, 2021 Human Rights, Inclusion and Engagement Commission  
128 meeting minutes as presented. Motion passed unanimously.

129

### 130 **Youth Commissioner Report**

131

132 Youth Commissioner Xie indicated she did not have anything to report.

133

### 134 **New Business**

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**a. CultureBrokers, LLC. Update**

Ms. Lisa Tabor provided an update on what CultureBrokers has been working on since the last update.

Vice-Chair Lee asked in addition to mapping the process is CultureBrokers looking at retention data and things like that as far as staffing Commissioner of color.

Ms. Tabor indicated they were doing that. She explained how CultureBrokers is tracking the data related to input, outputs and key decision inputs and that data does need to be aggregated by race, ethnicity, cultural group, and other meaningful differences that have been already identified in the equity strategic action plan areas.

Vice-Chair Lee indicated she did not know how many employees of color the City of Roseville has but she would like to implement an Employee’s of Color Resource Group. She thought having a group like that could help in diversity as well.

Ms. Tabor indicated in the process with staff CultureBrokers will be looking at people who not only own the process but use it, such as managers but also the people who are customers of the process, which would include people of color that have recently been hired and hired before as well as people who were not hired but did go through the process to a certain extent. The next phase CultureBrokers will be looking for that racial, ethnic, and cultural diversity to participate because that will be less insights into not only what is the process but how is it working.

Commissioner Becker indicated she was curious in understanding the communication plan and specifically this Commission’s role. She asked if the idea was every month the Commission would be presented with a status of the work and would CultureBrokers be looking for feedback from the Commission or what is the Commission’s role and what is CultureBrokers seeking from the Commission as far as input or is it more of the Commission to be mindful of the process that is happening.

Ms. Tabor explained her intention is that she is before the Commission every month to give an update.

Mr. Brooks reviewed the communication plan with the Commission and indicated he wanted to include this as a resource for the Commission.

Commissioner Macomber indicated she recently joined the League of Women Voters in Roseville, which encompasses four other communities, and the League has done research on equitable representation on boards and commissions for five communities. She asked if Ms. Tabor or Mr. Brooks were aware of that report.

Mr. Thomas indicated he was aware of the report but has not seen it.

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Mr. James indicated in 2020 the Commission spent a large amount of time on the toolkit that was supposed to go to each department and the City Council and various Commissions, and he wondered if that came under CultureBrokers purview

Mr. Brooks thought community engagement is definitely an important part of his role because they do not believe they can achieve equity without it, however, that is kind of another task in itself and something they want to integrate into everything they do but is another task in itself. He indicated they will certainly be taking a look at that toolkit as well. He noted staff is looking at a number of things as it relates to community engagement, training and the process and will take time but is a part of his role.

**b. Review of HRIEC and City Council Joint Meeting – July 12, 2021**

Vice-Chair Lee asked for observations from any of the Commissioners that were at the meeting.

Youth Commissioner Xie was happy that her idea of having an Asian American talk session was useful and inspiring. She felt like that was why she was on the Commission, to let more people know about the Asian American community.

Commissioner Macomber thought Chair Djevi prepared a great presentation and she thought it was well received by the City Council.

Commissioner James indicated he came away from the meeting feeling that the City Council is very supportive of what the Commission is doing.

**Other New Business or Reports**

**a. Work Plan Updates**

Vice-Chair Lee reviewed the Community Feedback Response work item with the Commission.

Commissioner James thought making sure there is some strong process of notifying people who make the City aware that there has been an accusation of a human rights violation and that the person knows the process and that there is something set up to help them work through it.

Mr. Brooks noted the Commission recruitment, interviews and onboarding work is on hold while they work on the SREAP.

Commissioner Becker thought she was added to the Rosefest Parade committee, and it is not reflected in the report.

**b. Essay/Art Contest Recommendations**

225 Commissioner James updated the Commission on the subgroup work being done on  
226 the Essay/Art Contest. He reviewed the recommendations that the subgroup came up  
227 with.

228  
229 Vice-Chair Lee indicated the school system feeds into the Mounds View District, she  
230 suggested this also include the Mounds View Schools as well as their homeschoolers,  
231 charter, and private schools.

232  
233 Youth Commissioner Xie explained she went to Park View Center School and at that  
234 time no teacher really talked to them about the essay contest, it was only taught at the  
235 middle school.

236  
237 Commissioner James was not sure which teachers are notified but thought it was  
238 social study teachers that were notified and wondered if there would be a way of  
239 expanding that to include perhaps language art teachers as well. He thought that  
240 notifying a wider range of teachers might be better and get more students involved.

241  
242 Commissioner Palmquist suggested including art teachers as well since it this is being  
243 opened up to art posters and other art projects.

244  
245 Commissioner Becker thought the monetary motivation is important because  
246 otherwise it puts a lot of onus on the teachers.

247  
248 Youth Commissioner Xie thought if the Commission were to do a promo video it  
249 could be put on the website as well as on NextDoor.

250  
251 The Commission was in favor of expanding the contest to include visual components  
252 such as a poster, collage, or photograph.

253  
254 Vice-Chair Lee indicated the project should include a title and the paragraph  
255 explaining their project should be three to five sentences, which would be optional.

256  
257 Youth Commissioner Xie thought that was good because she gets confused when the  
258 instructions indicate “a brief description”.

259  
260 Commissioner Macomber explained a rubric is provided to the teachers as well and  
261 they are encouraged to provide that to the students as well.

262  
263 Commissioner James suggested there be a subgroup to read the essays and review the  
264 artwork and bring forth the best ones to the rest of the Commission.

265  
266 Youth Commissioner Xie asked how the subgroup would measure the best ones.

267  
268 Commissioner James indicated it would be done the same way as last year.

269

270 Commissioner Macomber liked what Commissioner James proposed.

271  
272 Commissioner Becker thought for the future it might be interesting to do this in a  
273 public place with judging be done that night and it would get the community involved  
274 as well.

275  
276 Mr. Brooks asked Commissioner James to send him an updated copy of the report  
277 with a breakdown of the prizes in order to give it to communications.

278  
279 **c. Monthly Proclamations Recommendations**

280 Commissioner James reviewed the proclamations recommendations that the subgroup  
281 came up with for the Commission to review.

282  
283 Mr. Brooks indicated the proclamations will be promoted on the main page of the  
284 City Newspaper as well as promoting them on the City website, social media and  
285 through email. He thought the Commission might want to create some educational or  
286 organizational resources to be uploaded as well on the equity page of the website. He  
287 noted there are funds available from the Parks & Rec to celebrate Hispanic Heritage  
288 month with an event in 2022.

289  
290 Mr. Brooks explained he liked the idea of working with 9North to create original  
291 programming related to the proclamations being focused on. He recommended in the  
292 next workplan to have a subgroup to work specifically on programming so that next  
293 years budget the Commission can ask for the \$5,000 or \$2,500 if there is only one.  
294 He thought the Commission needed to have a plan to bring forward to the City  
295 Council.

296  
297 Commissioner Palmquist liked the idea of working with the Roseville Library to  
298 display a proclamation theme and felt it would draw people in.

299  
300 Commissioner James indicated he saw this as a long-range plan and each year this  
301 would grow so that anyone who is interested can find out more information and  
302 become better informed. He asked Mr. Brooks what the view of the City working  
303 with Do Good Roseville was. He noted in the past they were told they needed to be  
304 careful about how much the Commission did with that group.

305  
306 Mr. Brooks thought things have changed and that relationship is improving. He noted  
307 he has been working on Juneteenth and having the City be more directly involved in  
308 helping to grow that event so that is something that staff will be working on. He did  
309 not think a proclamation was needed for it, but he thought that is something the  
310 HRIEC could be involved in as well. He would like to see more community  
311 discussions, conversations, educational sessions, and he thought the struggle right  
312 now was trying to figure out who plans that, takes the lead on that, sets the  
313 parameters, anything that the City does and partners with Do Good Roseville on will  
314 need Council approval until that trust is built.

315  
316 Commissioner Macomber wondered if using the display cases in City Hall was worth  
317 decorating each month because she was not sure how many people actually saw them  
318 other than City staff.

319  
320 Commissioner Palmquist thought discussions and panels are going to have more  
321 impact, even if they are only held each quarter.

322  
323 Mr. Brooks thought the decision to use the display cases was up to the Commission.

324

### 325 **Staff Updates**

326

327 Mr. Brooks updated the Commission on:

- 328 • SREAP Updates – He indicated he was working on the process mapping.
- 329 • Communications Plan – Working with CultureBrokers, LLC on this.
- 330 • Rice Larpenteur Alliance event with MAC on August 14
  - 331 ○ Vice-Chair Lee indicated Corey called her and this event is four hours long. She
  - 332 indicated the Commission needed to decide if they wanted to participate and if so
  - 333 the Commissioners need to sign up for time slots. She thought the Essay Contest
  - 334 could be promoted there as well. She explained she will send out an email to see
  - 335 who would like to participate.
  - 336 ○ Commissioner Becker indicated she started a presentation for the community
  - 337 outreach and engagement about trying to create a brand identity around the
  - 338 Commission. She thought there could be audio equipment there for community
  - 339 stories.
  - 340 ○ Vice-Chair Lee asked if the Commission could have the Communications
  - 341 Department work on something the Commission could hand out at the event.
  - 342 ○ Commissioner James indicated he could have his granddaughter try to work on a
  - 343 logo and would submit something to Mr. Brooks for City approval.
  - 344 ○ Youth Commissioner Xie thought at the event the Commission could promote the
  - 345 Youth Commissioner position as well.
  - 346 ○ Commissioner Palmquist thought it will be a great place to connect with younger
  - 347 people.
  - 348 ○ Commissioner James indicated this might be a great place to collect community
  - 349 contacts. The Commission could have a signup for people to put their contact
  - 350 information on.
- 351 • Housing Navigator – The Police Department will be bringing in a Housing Navigator for
- 352 one year. He explained to the Commission what that person will be doing. He thought
- 353 this will be a good resource for the City to have.
- 354 • Youth Commissioner Attendance and Voting – Youth Commissioner Xie agreed to be a
- 355 voting member.
- 356 • In Person Meetings

357

### 358 **Announcements**

359

360 **Future Agenda Items**

361

362 **Adjournment**

363

364 Commissioner Macomber moved, and Commissioner Palmquist seconded a motion to adjourn.

365 Motion passed unanimously.

366

367 Vice-Chair Lee adjourned the meeting at 8:26 p.m.

368

369 Respectfully submitted,

370

371 Sue Osbeck

372 *TimeSaver Off Site Secretarial, Inc.*

# Roseville Human Rights, Inclusion and Engagement Commission

## Agenda Item

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**DATE:** August 18, 2021

**ITEM:** 7.B.

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**ITEM DESCRIPTION:** Special Officer Election for Vice Chair

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### **Background**

Vice Chair Grace Lee had to resign from HRIEC for family reasons, effective August 2, 2021. The commission needs to appoint a new Vice Chair to fill the remainder of the current Vice Chair term through March 31, 2022.

The role of the Vice Chair is generally to assist and fill in when the Chair is absent and unable to facilitate the HRIEC meetings. The Vice Chair also works with the Chair and staff liaison to prepare for upcoming HRIEC meetings.

Chapter 201.06 of the Roseville City Code states:

- A. Election of Officers: At the last meeting preceding the end of regular terms of appointment, or at such other time as required by State Statutes, each advisory commission shall elect a chair and vice-chair from among its appointed members for a term of one-year and appoint a member to serve on the Ethics Commission as described in Chapter 207 of this code.

### **Recommended Action**

Elect a Vice Chair to fill special vacancy for August 18, 2021 – March 31, 2022.

City of Roseville HRIEC 2021 Work Plan						
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding
<b>Lead</b>	Richard/Beverly	Monica/Etienne/Keith	Grace/Etinne/Beverly	Cat/Beverly		
<b>Goal</b>		Promote inclusivity in our community	Increase community engagement/communication	Increase community participation and diversity of applicants		
<b>JAN</b>			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.	
<b>FEB</b>		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.
<b>MAR</b>		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		
<b>APR</b>	Commissioners submit essay topic suggestions by May meeting	Coordinate with other groups and encourage attendance, may be part of HRIEC parade group.				
<b>MAY</b>	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
<b>JUN</b>	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.			
<b>JUL</b>	Sub-group submits draft essay topic to commission for discussion/ approval	Parade				
<b>AUG</b>	Final vote by commission on topic wording; contest rules and topic mailed to teachers prior to start of school					
<b>SEP</b>						
<b>OCT</b>	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							
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding	Community Outreach
<b>Lead</b>	Richard/Beverly	Monica/Etienne/Keith	Grace/Etinne/Beverly	Cat/Beverly			Monica/Etienne/Keith
<b>Goal</b>		Promote inclusivity in our community	Increase community engagement/ communication	Increase community participation and diversity of applicants			
<b>JAN</b>			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
<b>FEB</b>		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							
	Essay Contest	Rosefest Parade Engagement	Community Feedback Response	Commission Recruitment	Commission Interviews	Commission Onboarding	Community Outreach
<b>Lead</b>	Richard/Beverly	Monica/Etienne/Keith	Grace/Etinne/Beverly	Cat/Beverly			Monica/Etienne/Keith
<b>Goal</b>		Promote inclusivity in our community	Increase community engagement/ communication	Increase community participation and diversity of applicants			
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	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 Review proclamations for participation May 1st is deadline for groups to be in place. KOM, Native American group (tie in with Pocahontas park renaming), Grand Marshal idea? Look to confirm group at March meeting	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
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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
<b>Lead</b>	Richard/Beverly	Etienne/Keith	Grace/Etienne/Beverly	Strategy Team		Richard/Beverly	Etienne/Keith
<b>JAN</b>	<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 &amp; 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 &amp; 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 &amp; 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 &amp; how often &amp; 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&amp;greet) - Richard</p> <p>Before first meeting - talk to new commissioners ahead of time</p> <p>Forward P&amp;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>
<b>FEB</b>		<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 &amp; 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>
<b>March</b>	<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 &amp; 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
<b>Lead</b>	Richard/Beverly/Paul/Laura	Etienne/Keith	Grace/Etienne/Beverly/Laura	Strategy Team		Richard/Beverly	Richard/Kathy/Paul/Etienne	Etienne/Keith/Amanda/Peju
<b>Goal</b>		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
<b>April</b>	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.
<b>May</b>	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.
<b>June</b>	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
<b>July</b>	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	On hold	In process	Staff is working to improve commissioner recruitment through SREAP			Ongoing	Ongoing
<b>August</b>	Staff is ramping up to send out essay content to schools and include in city communications	On hold		Staff is requesting commission assistance in recruiting commissioners for fall 2021				

# Roseville Human Rights, Inclusion and Engagement Commission

## Agenda Item

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**DATE:** August 18, 2021

**ITEM:**

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**ITEM DESCRIPTION:** Conversion Therapy Ban Ordinance Discussion

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### 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.

Staff recommends the HRIEC subgroup for the conversion therapy ban work with staff to complete the draft ordinance language, gather information from surrounding cities, and create a presentation for council.

### Attachments

**Roseville Human Rights, Inclusion and Engagement  
Commission**

**Agenda Item**

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**DATE:** August 18, 2021

**ITEM:** 8.A.

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**ITEM DESCRIPTION:** Staff Updates

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**Background**

Staff will provide updates on the following:

- **SREAP Updates – All Staff Communications; Process Mapping, Workshops**
- **Rice Larpenteur Alliance event with MAC on August 14**
- **Staffing Updates – Housing Navigator, BIPOC Business Intern, Community Relations**
- **Commission Recruitment – Adult and Youth**
- **In Person/Hybrid Meetings**