

**Human Rights, Inclusion and Engagement Commission
Meeting Minutes
May 15, 2019**

Commissioners Present: Keith Allen, Cat Beltmann, Monica Bolinger, Etienne Djevi, Grace Lee, Kathryn Macomber, and Lauren Peterson

Youth Commissioners: Acer Iverson and Elizabeth Hansel

Commissioners Absent: Jill Eck and Ahmed Hassan (excused)

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 6:30 p.m.

Approve Agenda

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

Oath of Office

Commissioners Allen and Lee were sworn in by Chair Beltmann.

Public Comment on Items Not on Agenda

Approve Minutes

a. April 17, 2019 Human Rights, Inclusion and Engagement Commission

Commissioner Peterson moved and Commissioner Lee seconded a motion to approve the April 17, 2019 Human Rights, Inclusion and Engagement Commission meeting minutes as presented. Motion passed unanimously.

Receive Reports

Assistant City Manager Olson reported on Commissioner Eck's resignation letter.

Chair Beltmann wondered if the Commission was able to offer a suggestion to the City Council that given the depth and number of candidates that applied before that the Council select one of the candidates just interviewed.

Ms. Olson stated the Commission can email the Council directly if the Commissioner's wished to have the Council do that.

Commission consensus was to pick a new Commissioner from the previous candidate pool.

Chair Beltmann stated she would email the Council as a representative from the Commission wishing this recommendation.

Youth Commissioner Report

Youth Commissioner Hansel stated the Human Rights club is working with the National Alliance to end sexual violence. She stated the club is wrapping up for the year.

Youth Commissioner Iverson stated the dates are set for the Summer book reading. He stated those dates will be June 11th and June 14th. The room is reserved from 3:00 p.m. to 5:00 p.m. at the library. He stated a notice will go out to the high school and middle school teachers to have kids come to discuss the book, Every Human Has Rights by National Geographic.

Chair Beltmann asked how many people in the past have come to this.

Youth Commissioner Iverson thought this was done only for the past two years and last year attendance was not good but was not sure about the year before because someone else ran it.

Commissioner Bolinger stated for the display case for June she met with Ephron this week and because the Commission is doing the LGBTQIA+ and because it is Pride week and also inviting that community to be a part of the Roseville Parade the thought was to focus on the parade and how it has grown in Minnesota and also have an invitation in the case to welcome them to the community. The display would be more celebratory to show how that group has grown in the State and Community. She stated if anyone has any ideas or if anyone wants to contribute to ideas let her know.

Chair Beltmann was not sure if including an invitation to participate in the parade made sense unless people could just show up to the parade.

Commissioner Peterson thought people should contact the Commission if those individuals want to be in the parade.

Ms. Olson noted the parade limits the groups to twenty people maximum per unit.

Commissioner Peterson stated if Commissioner Bolinger could include Commissioner Peterson's email address in the invitation that would be fine then she will coordinate.

Commissioner Djevi asked if Commissioner Bolinger has had a chance to talk anyone in the community itself.

Commissioner Bolinger indicated she has not done that yet.

Commissioner Djevi thought it would be important to have the community involved in the process and have input from the community to make sure the community is onboard with whatever the Commission does with the display.

Ms. Olson stated as an update on the May display case, in addition to the proclamation that the City Council passed, the display case that is going on, the City Wellness Committee is also doing events throughout the month for City employees highlighting Mental Health Awareness. There are activities, articles, all kinds of different things throughout the month. The City Wellness Committee has kind of piggybacked off of the proclamation and have had some positive feedback. She noted the City Wellness Committee is an employee group.

New Business

a. Engagement Project Discussion

Ms. Olson provided a recap of the Best Practices document; staff report along with Commissioner feedback for the June joint meeting with the City Council.

Chair Beltmann stated she has been drafting and redrafting the Best Practices document. She thought this document was really rough so she was not sure if it should be brought to the City Council yet. She reviewed with the Commission the intent of the document.

Chair Beltmann stated she understood the Commission cannot have a workgroup but would like to ask if the Commission could have a few people work independently outside of the Commission meetings to help put this together in conjunction with staff with the understanding that drafts would be brought back to the Commission to approve and review and revise and whatever is finalized would ultimately be a product of the Commission.

Commissioner Lee asked why the Commission cannot have a workgroup.

Ms. Olson stated sub-committee groups are not authorized as Commissions, simply because the City Council wants the work to be done and approved as a whole Commission.

Commissioner Lee asked if a workgroup could do a draft and then present it to the Commission for approval.

Ms. Olson stated that is what Chair Beltmann is proposing, something similar to that.

Chair Beltmann thought this is a grey area and with this item, this is something the Commission has been reviewing on a monthly basis, it is not like a few Commissioners are taking the report and working on it on the side and giving it to staff to implement. She thought that will take care of the concern that the Council has

about work happening outside of the Commission meetings. She stated she would like to make this document really useful and would like to have more eyes on it.

Commissioner Peterson asked if Chair Beltmann proposed asking the Council for approval at the joint meeting.

Ms. Olson suggested including a paragraph or two summarizing what is being worked on and that it is still in the process of being developed, hoping to have some individuals work on it and bring it back for Commission discussion and eventually be brought forward for Council approval once it is ready.

Commissioner Macomber stated she would like to have the Commission make a suggestion to the City Council to do a workgroup because she thought there is a lot of value in the collaboration and synergy when people are thinking together rather than individual takes on this.

Commissioner Djevi thought this has come up in the past and that the Commission has gone back and forth, and his understanding is the Council does not want to have workgroups for transparency reasons and he thought the Commission may have to abide by that. He stated if there could be a little summary of the Commission achievements and then a big outline of what is to happen next with not so much detail for the Council to review.

Commissioner Hansel stated when there was two separate Commissions there were subcommittee's and everything was brought back to the Commission to review and approve, and the Council decided not to have that anymore.

Chair Beltmann stated with some conversations she has been having she thinks it would be worthwhile to bring that back to the City Council to try to flush out the grey area because she thought the Commission is at a different point now then it was previously and with what the Commission is working on she thought it would be beneficial to get that clarity in this discrete, specific case because she thought there could be openness to a small group of people working outside on this specific project.

Commissioner Lee thought there would be transparency if the document is worked on by a small group and brought back to the Commission to review and approve it. She also agreed to ask the Council to see if this can be done.

Commissioner Bolinger thought at this point the Commission is not coming up with new ideas, the ideas have been brought forward by the Commission and what the group would do would be to format it and get it organized in a useable document.

Chair Beltmann thought it was worth revisiting for this one item because otherwise she did not know if this document could get finished in a timely manner.

Commissioner Peterson thought the Commission should bring something forward to the Council, maybe present the draft to the Council. She wanted to show the Council the work that has been done and she thought what Chair Beltmann has is a really good start and understood her not feeling comfortable showing it the Council but if it is shown as a draft with the indication that the Commission wants to work on this as a group and the group is so large with a lot to cover and that is where that “workgroup” comes in.

Ms. Olson thought the first couple pages of the document is a really good outline and she thought taking some of the headlines and doing an outline could give some structure to what the Commission is looking for in a Best Practices document and give the Council a better idea of what that Best Practices or Tool Kit might look like. The Commission would not need to include anything under the headings.

Chair Beltmann stated she was open to showing the Council something the Commission has worked on. She wondered if she could keep working on this document to put it into a state that feels comfortable for Council to look at based on headings and knowing that this is still a draft or does the Commission need to approve the document at this meeting.

Ms. Olson thought for the Commission and Council it would be best to approve something at the meeting tonight so that everyone knows what will be in the document.

Commissioner Peterson suggested including attachment A, pages 1-6.

Chair Beltmann wondered if the Commission should include some examples of the tools that will be used as well.

Ms. Olson was not sure if the Council necessarily needed the tools. The Commission could reference them and indicate that different tools could be used and those would be a part of the resources or something to that effect.

Chair Beltmann stated she did not want to get into a wordsmithing and doctoring discussion with the City Council. She noted this document is still in draft stage.

Ms. Olson stated in the staff report she will make sure the document is described as an outline, so the City Council knows this is not a final product and is what the Commission is working from, a starting point the Commission is developing.

Chair Beltmann stated with that framing, she was fine with showing this to the City Council.

Commissioner Peterson was not sure the tools needed to be included, these are really useful and great but did not think those needed to be included.

Chair Beltmann stated what the Commission would bring to the Council is attachment A, starting with the cover page and continue through to “Why Community Engagement Matters”, remove the tools and include the final two pages which is the resources, follow up and open ended questions; titling the document “Draft Document Outline”.

The Commission agreed.

Commissioner Lee wondered who made the open-ended questions.

Chair Beltmann stated for the Community Engagement Project the Commission surveyed staff and she went through the surveys and made up a summary of them. There were somethings that came up in the surveys that either staff had put as either follow up question or comment and then there were other things that randomly popped into her head that she did not want to lose. It is a combination of the two items.

Commissioner Peterson indicated she felt comfortable bringing forward what the Commission talked about regarding this document.

Ms. Olson stated the group could not be a quorum so it would have to be 3 out of the 8 Commissioners.

Commissioner Lee stated she would specify the number of Commissioners working on the document outside of the Commission.

Commissioner Peterson did not think it would hurt to ask.

Commissioner Djevi thought it would be great, as an individual he would be fine with it, but the process has been such that whatever the group works on and finalizes has to be approved by the entire Commission before it is submitted and that is the process.

Chair Beltmann stated the Commission would give the Council the outline of the Best Practices document, ask the Council to meet outside of the Commission meeting at the Council meeting and then hopefully this can be worked on over the summer and bring back a final document this fall.

Commissioner Bolinger asked if the Council were to say no could the Commission look at doing a special session like what was done last summer.

Chair Beltmann stated either that or she would need to pass this off to somebody for a while to work on and then reviewed at the Commission.

Ms. Olson stated another option for that would be to work through her. She could meet with Commission members individually and get some feedback with thoughts, work on the draft. She stated the Commission could work through the staff liaison a little bit and also assign pieces to different people if that is something but a little choppy that way.

Chair Beltmann thought that information could be added to the recommendation as well.

Commissioner Macomber stated as a newer Commissioner she sometimes feels disengaged because work is done and comes in and is clear to her that someone has been doing a lot of work, but she is unaware of it. She would love to be more engaged in the Commission's work.

Commissioner Djevi stated the Commissioners all have different interests in community engagement and he did not think the Council was ever clear on whether that is something the Commission could do but each of them has an area of interest and if the Commissioners could work in their area of interest and then bring some product to the whole Commission, that is something that could be approved but he did not think it ever went that direction.

Chair Beltmann thought a future meeting discussion could be about what each Commissioners interest are because she thought once it was at the point of Council recommendation there will be a big opportunity for divvy up work based on interest.

The Commission was comfortable with asking the Council to have a few of the Commissioners meet outside of the Commission to work on this document with Commission review in between.

Chair Beltmann thought the staff report and Commissioner feedback items were key things for the Council.

Commissioner Djevi thanked Ms. Olson for putting the staff report together and thought it looked nice.

Commissioner Peterson stated on page 4 of 5, questions 51-55 she liked the questions and thought those were important for the Commission.

Ms. Olson stated she was hoping to get some feedback regarding the Commission recommendations she has on there.

Chair Beltmann stated she did not see any changes that need to be made pending the discussion on feedback.

Ms. Olson reviewed the background on the accomplishments. She stated the engagement project, is on page 2 of 5, was taken from different reports at the Commission level so nothing was changed on those. Starting on page 3 of 5, under the orange boxes is where the piece where she would like some feedback to come through to see if she captured some of the Commission feedback. The staff report is a combination of staff recommendations and Commission recommendations. She was really trying to highlight what the Commission recommendations were and then at the very end of the document is technically the staff recommendations, which will need to be updated because the Best Practices document is not being approved.

Commissioner Peterson asked to have all the display cases added to the accomplishments instead of just the January display case and event.

Ms. Olson stated the last bullet point on page one is continued onto page two and there it states the City is working with the City Volunteers to create monthly display cases for proclamations or does the Commission want more information than that.

Commissioner Peterson thought that was fine.

Chair Beltmann thought the accomplishments looks good. She did not know if there was a way to put what she was thinking in the summary but it feels like with the proclamations pretty much done, in terms of reviewing them, that has opened the Commission up for a need to fill that and there is capacity to take on the larger pieces of the engagement project. She wondered if that should be mentioned.

Chair Beltmann stated she would like to revisit the items on page 3 of 5, phase one foundation and next steps, plus on page 4 of 5, the two questions or recommendations. She would like to review those after Commissioner feedback because she knew some of the feedback included recommendation for Council.

Ms. Olson stated on page 3 of 5, she thought it was basically a transition sentence to the next part and she would make sure it is fixed.

Commissioner Peterson asked if the recommendations were just from the Commissions conversations.

Ms. Olson stated those recommendations are from conversations as well as some of the written feedback that is included in the packet.

Chair Beltmann asked Ms. Olson to summarize what the recommendations are for the City Council at this point.

Ms. Olson stated the foundation piece had to do with the "Best Practices" document so the recommendations she included there were, one of the things she heard was that with the Best Practices document, wanting to integrate it somehow into the GARE

process as well. The toolkit, the document would be brought to the City Council for approval, Council approves it and then it is distributed to staff. She was thinking through the process of how staff could use the tool kit in a beneficial way. She stated some sort of training would be needed in how to use it and then also staff would then move forward and start using it in any of their engagement and outreach. The Commission recommendation she put down were these steps of what the Commission would do, and the question is if Council is really ok with those steps or if not, what would the Council like to see out of those Best Practices document. That is the Phase One, the foundation recommendation.

Ms. Olson stated under the Phase II piece, she tried to incorporate some of the racial equity action plan that the Council has already seen and also a little bit tied to the Council's Policy Priority Plan. She is trying to tie this back to the work that the Council has already indicated is important to them. That has to do with developing that network of contacts in different communities of color. She broke it down into two phases where talking about how the Commission identifies those contacts and then once the City has those contacts what does the Commission do with that information. This is hearing from the City Council and staff as to the different communities that it is seeking to engage. She thought a lot of the work that the Commission has already done highlights some of those. The Commission has working on the demographic piece. Working with staff, maybe helping to identify some of the community organizations that might be already out there and doing some of the work with some of the communities. Developing a resource list of some sort and then working within those organizations and reaching out to those leaders in those current organizations to form a relationship. She thought some discussion should be about how to reach out to the organizations and community leaders and what that looks like.

Ms. Olson stated jumping ahead and now that there is a resource list, what will the City do with it. She thought this comes from discussion and feedback about how the City keeps the leaders involved and engaged and wanting to participate with the City. That would be using some of the Best Practices Engagement and Outreach Tools, develop methods or relationships with different ways that it can be done. She stated there was another feedback from a member talking about forming an Advisory Group made up of these community leaders that can help advise on different items and issues.

Ms. Olson asked what the Commission feels should be the next steps.

Chair Beltmann suggested on the Outreach piece that for the Commission she saw the work being done in terms of outreach being broader than communities with color. She thought that was a huge piece of it, but it is also staff had identified young parents and adults, renters, etc.

Chair Beltmann asked if the Commission read through the feedback and comfortable with it or does the Commission need to go through it.

Commissioner Peterson stated she thought community outreach is really important but worried if the City is not having some impactful and meaningful ways to engage groups that it will fizzle and burn out. There needs to be a really structured outreach to them in making sure the groups information is a safe thing and that the City is respecting their time as well. She had thought about revitalizing the block captain program. She knows the City does that currently but did not know what it looks like and might be something the Commission work with to better the captain's engagement tools because those are the people in the neighborhoods and really should have some understanding of who their neighbors are.

Commissioner Peterson indicated she is for community engagement and outreach but it needs to make sense.

Commissioner Lee asked if the Commission needs to make goals. If the Commission wants things to be more diverse and inclusive, are different demographics tracked of what families register for park and rec classes or other things.

Ms. Olson stated the City has talked about tracking demographics but is not as easy as it could be but as a part of the Racial Equity Plan, understanding who is using the City's services is one of the things discussed. That is not where the City is starting just because the City is trying to start internally.

Commissioner Lee thought she heard the Commission wants to have specific goals just because Community Engagement in general is kind of vague. If the Commission has goals to be worked towards then a baseline needs to be made to show what types of people are using the different services otherwise the engagement will remain vague.

Ms. Olson stated as part of the Racial Equity Action Plan, it is in there getting that baseline, however she thought that takes more resources than the City has right now and why the Council has asked the Commission to start with something else but she thought it is really good that the Commission thinks it is an important thing.

Commissioner Lee thought the Commission should push that even though there is not a budget for it now, if the Council keeps hearing from this Commission and other people then the Council will find money to do that, hopefully.

Commissioner Allen agreed with it being strategic but also thought being strategic the Commission should also be mindful that community engagement is meant to be vague so having opportunities where the City can engage folks, whatever that plan is to be open to engaging folks further than just the simple fact of just engaging. It is always nice to go to folks to build up trust so when there is asked there is more faith

and confidence in why the City is asking. Sometimes it does take time so knowing that the priority with all he believes the City should be doing starts at the baseline with trust and then going from there.

Commissioner Peterson stated she was not opposed to engaging anyone but wants to make sure it is for a good reason. Her second point is towards supporting departments, which would be the Park and Rec Department and that department has its own Commission and if the HRIEC can support that Commission in their outreach and engagement efforts.

Commissioner Allen thought that was a good point because he didn't want the City to feel like it does not need to do engagement because the HRIEC is doing it.

Commissioner Peterson thought if the Commission could strategically place themselves into different workgroups within the City, that is where change happens. It is introducing those ideas and engagement practices to them that were not previously thought of.

Chair Beltmann that the Best Practice document is a great repository for those ideas.

Commissioner Djevi stated in the document he submitted there are two big parts to it. The last part is in regard to project specific engagement which will come up from time to time and when those projects come up, if the City does not have the resources in the community to engage then the City ends up with a situation like what happened back a year ago. His first point in what he outlined has been how does the City actually get into the community and find people to help with the engagement effort.

Chair Beltmann stated after hearing what everyone has said and thinking about the recommendations that were submitted, it feels like to her on the engagement side that there are four tracks of engagement. One track is Engagement Tactics and Tips that are based on different demographic that are useful for engaging different demographic groups. That is just documenting ideas and can go in the Best Practice document that staff can look through when kicking off engagement. In the more active engagement, it feels like there is developing a list of community organizations that interact with different demographic targets that the City would want to engage. A general community contact list for different groups. There are also two types of more active engagement and thought the points Commissioners Allen and Peterson brought up, one point regarding engaging people just to engage them is going to turn people off so the City needs to be really careful with being clear about what the purpose of the engagement is. She thought there was value in building relationships simply for building trust within the Community, knowing that down the road the City may want to engage that community on a specific topic. The Commission should think about who the groups are and what individuals within the Community does the City want to build relationships with, not for a specific reason now but to build trust with them. Identifying who those people are and then thinking about what the

engagement track is for talking with them and what is the split between the Commission and staff in doing that. The last thing is an idea she had based on the interviews for the Commission is asking the City Council to consider forming an Advisory Group that would be formally informal, not necessarily meeting on a monthly basis but could be when needed. It would be a group that is specifically made up of different demographic targets within the community. She thought it is both a way to capture the folks who applied for the HRIEC and are interested in being involved, it is a way to keep them involved with City work. She thought with the contact list being developed there are a couple of areas with the Commission work where more could be done in terms of engaging groups.

Commissioner Bolinger stated about a year ago the Commission talked about a way to encourage engagement with certain communities by inviting them to the Commission meetings in order to have a conversation with them and find out what is important to that community for engagement, what things can the City help the community with as well. This would help with the relationship building and also help the community have a voice on what it is that is important, and the Commission can take that information for engagement projects or for future opportunity and to learn which is part of being inclusive and engaging, learning from each other. She thought if there was a way to put fifteen minutes of the Commission meetings aside and invite different communities to come in and talk with them and is an easier walk in then talking directly to the City Council and might be something the Commission might want to look at again.

Commissioner Lee thought piggybacking off of that a little, she is on another Council and invite different community groups to come in and tell about their organization. She thought when the Commission approaches the groups, a lot of them do not know what city services the City provides. She thought maybe the City could provide a brochure of city services and what all of the department do, then the organization might better understand how the City can help the community and vice versa. She stated being invited to some Commission meeting may not be beneficial.

Chair Beltmann thought very few people have one single identity so she would be concerned about inviting people to the City asking them to talk to the Commission. She thought maybe the Commission should pick a topic a month and invite people to come provide feedback or perspective on a topic versus coming and representing an identity.

Commissioner Bolinger stated the Commission would need to make sure it does not turn into a complaining session.

Chair Beltmann stated from previous discussions and the discussion at this meeting it feels like one of the things that specifically has come up a lot is the Commission's ability to go out into the community to build relationship and thought that was something the City needed, in terms of recommendations to tie back into that

conversation, to get clarity on that. She thought in the recommendations provided by Commissioner Djevi, he did a good job of making a suggestion about it is a combination of staff and HRIEC and somewhat situation specific.

Commissioner Peterson thought the Commission needed to commit to saying the Commission will go out and engage in other community events that may be not what the Commissioners would identify with. Maybe asking if the City Council would feel comfortable with the Commissioners doing that on behalf of the HRIEC.

Commissioner Peterson stated she liked the outline that was done by Commissioner Djevi. Some of the questions would be can the Commission go out to community groups and engage them and potentially inviting the group to one of the Commission meetings.

Chair Beltmann asked if the Commission wanted to take a five-minute recess to reflect on the information discussed so far.

Recess

Chair Beltmann recessed the meeting at approximately 7:55 p.m., and reconvened at approximately 8:02 p.m.

Chair Beltmann asked if the Commission wanted to offer any amendments to the recommendations or is the Commission ok with Ms. Olson's outline of information.

Commissioner Peterson thought the outline looked good.

Ms. Olson asked for clarification, in the recommendations she stated she recommended the IAPP (International Association for Public Participation) model and her recommendation would be if the Commission is not comfortable in saying right now is to just say under a, staff will work with HRIEC to integrate the GARE Racial Equity Tool Kit into the engagement best practices document and a model for City engagement. She was not sure if the Commission was ready to adopt the IAPP model and thought the Commission was still working through that. It could be a combination of different models but suggested the Commission be a little more generic on that one to start with.

Commissioner Bolinger thought it would be nice if everyone could speak the same type of language so having staff be really comfortable with the form allows the City to be much more efficient.

Ms. Olson knew that the Park and Rec Department used a lot of the IAPP model in their engagement and thought it is one that some people already are familiar with however, she did think that some of the information that was presented in the Best Practices document, which came from Nexus Community Partners, is good as well.

She did not want to put that out there and have that be the recommendation if it is not the true recommendation already.

Chair Beltmann thought it was important for the HRIEC to be consistent with what staff is learning while also having the flexibility to use other tools that are different but may be set up for easier use. She thought maybe inserting “for example” in the recommendation and referencing the different sources.

The Commission agreed.

Commissioner Peterson asked if the “What Next Steps” question could be removed.

Ms. Olson thought that could be rephrased asking if Council was comfortable with the next step.

Chair Beltmann stated the revisions to phases I is in recommendations A-E, staff will revise it to say, “such as IAPP”, the last bullet point will be rephrased to ask if the Council is comfortable with the recommendations the Commission outlined.

Ms. Olson stated the Commission could remove the bullet point because it is just the Commission recommendation and then at the very end the staff recommendation, under Phase I would be to adopt the Commission recommendations or provide further feedback.

Ms. Olson backtracked after thinking it through and thought the bullet point should remain and stated the recommendations and have the Council provide feedback on the recommendations.

Commissioner Peterson stated staff would also change the communities of color statement.

Ms. Olson stated she would update it but would not change the sentence because that is taken out of the racial equity action plan but would add a sentence under outreach.

Chair Beltmann stated moving onto page 4 of 5, the outward facing community engagement conversation, does the Commission have recommended changes or amendments to the recommendations that Ms. Olson outlined based on earlier conversation.

Commissioner Peterson thought the last sentence in item two, identifying a resource list, she thought it should be called a community contact list. She indicated she was ok with most everything else.

Chair Beltmann stated the word leader is bother her because the City is not just looking for the leadership, it is looking for people who feel identification with the intended audiences. It is both community leaders and community representatives.

Commissioner Lee stated on item one, under identify she asked if “it wishes” could be removed because she did not like that language.

Ms. Olson stated the intent of that was to engage everyone and there are certain areas in the City that staff has not done a good job or engagement and so staff would like to engage the under-engaged communities.

Commissioner Djevi stated he wrote that and what he meant is if the City has a project that is specific to a community, that is the community that the City will wish to reach out to.

Ms. Olson asked if the term should be changed from “wishes” to “seeks”.

The Commission liked that change.

Ms. Olson stated based on the Commission conversation earlier about the four tracks of engagement, does the Commission want to lay this out under those tracks of engagement.

Commissioner Lee thought the way Ms. Olson has it arranged is fine because it is basically the same thing but under the engaged it could specify “for particular projects” or “for building trust”.

Chair Beltmann stated looking back to identify, point three, she felt that the sub-bullet under it is a tactic thing that really belongs in best practices and can be taken out or state something more specific about the best practice including tactics and tips. She felt like number three fits better under engagement. She wondered if the Commission should keep identify as Identify Community Groups and then build the list as identify.

Ms. Olson guessed that her thinking was number one the Commission identify who it wants to reach out to, number two is finding the organizations and number three would be to find the individuals. Number three could be combined with number two as well.

Chair Beltmann wondered how the Commission feels about the Engagement part, letters A-C.

Commissioner Peterson stated she would like something added where the Commission goes to the community events with the HRIEC hat on. She would personally like to hold off on the advisory part of it until the Commission has made a

little bit more relationship building and formulated that contact list and built the list and trust and then bring that forward to the Council at a later date.

Ms. Olson asked if Item C, with a little bit of rewording address that question.

Commissioner Peterson stated it would.

Chair Beltmann felt that there needed to be a new A, which would be going out to the community and shift the other items down. She suggested A be Engaging with or develop a strategy to engage the community leaders and individuals that are identified.

Ms. Olson asked if C would be the same thing.

Chair Beltmann agreed and suggested C becoming A and taking out the bullet point about the Advisory Group and shift A and B down.

Ms. Olson asked if the Commission wanted to include the examples or not.

Commissioner Peterson stated the Commission could always talk about it.

Commissioner Lee thought it was fine but remove leaders from this.

Chair Beltmann wondered if A could be tied to work such as the proclamations and that the Commission has an existing opportunity to engage folks in current work being done on the HRIEC.

Ms. Olson suggested the wording “The HRIEC in partnership with staff will develop methods and leverage current activities to encourage relationships with identified communities”.

Commissioner Lee suggested adding the word “build” instead of “encourage”.

Ms. Olson summarized the changes with the Commission.

Chair Beltmann thought “strategies” should be added because she thought the Commission recruitment process is a strategy versus a program.

Commissioner Peterson thought the new C is what the City will do in the tool kit.

Ms. Olson stated she put that there simply because when the City is developing engagement, outreach, anything along those lines, feedback is sought and is the actual engagement. It is part of the tool kit but also something that should be highlighted that staff is going to utilize, not just the tool kit but the community contact list as well.

Commissioner Peterson stated she was ok with that.

Chair Beltmann thought it should read “utilize the best practice document and contact list”.

Ms. Olson summarized the revisions to A-C. She stated in the bullet point talking about relationships, she thought part of what the Commission is going to do is receive the feedback from these contacts and representatives of the communities to recommend those programs and strategies so she did not know if that needed to be called out or if just this Commission is recommending those programs and strategies is enough.

Commissioner Lee stated she would include in that items something about having received community feedback, so it does not sound like the Commission is just making it up, but the Commission has heard it from the community.

Chair Beltmann asked if this could be streamlined to state “The HRIEC will identify and recommend programs and strategies to the City Council that are culturally relevant based on feedback received from community outreach”.

Ms. Olson stated there was discussion about building community relationships and she wondered if that should be added.

Commissioner Lee suggested “the Commission will build relationships and utilize community feedback to recommend programs...”

Chair Beltmann wondered if that could be used as a part of the intro under Phase II, Outreach it talks about part of the City’s action plan and it is tied to that. Can it also state that the Commission has identified and feels it is important to not only develop contacts within the community to better engage individuals but also to build trust within the community.

Commissioner Lee thought “build trust” should be the foundation.

Ms. Olson stated on page three the goals the Commission identified indicates connections and relationships and developing trust. She wondered if that was sufficient or written out as one of the recommendations.

Commissioner Djevi thought that was sufficient for him.

Ms. Olson stated A is tied to the connections and relationships and developing trust. She asked if the Commission wanted to tie B to something along the lines that the HRIEC will identify and recommend programs and strategies that are culturally

relevant based on community outreach in order to achieve the goals of improving services to the community and the delivery of services.

Chair Beltmann stated this is for recommendations and not for approval. She wondered if based on what was discussed if Ms. Olson could redraft the recommendations and send to the Commission for feedback.

Ms. Olson stated the Commission cannot do that.

Chair Beltmann stated she was comfortable with making a motion based on what was outlined.

Commissioner Peterson moved and Commissioner Macomber seconded a motion based on the conversation the Commission had and edits already made to the document, staff will tie the engagement bullet points to the goals outlined previously in the document and will revise the bolded bullet points in the document for consistency and will take out items discussed earlier and label this as a draft outline. Motion passed unanimously.

b. Parade Planning

Chair Beltmann stated the Human Rights, Inclusion and Engagement Commission discussed participation in the Rosefest Parade for 2019 at their April meeting. It was decided that there will be two parade entries: City Commission and Pride Group, to highlight June as LGBTQIA+ month.

Chair Beltmann stated she did not want to put a spotlight on the LGBTQIA+ community so wondered if this could be opened up to supporters as well in addition to people who identify within that community.

Commissioner Peterson updated the Commission on the parade planning.

Commissioner Peterson thought the T-shirts should be white with the City information like previous years and the Commissions itself could tie-dye their shirts to help tie in the PRIDE group and the Commission.

Commission consensus was to Tie-Dye the T-shirts.

Ms. Olson stated the Commission needs to come up with a narrative for both groups to put in the program.

Chair Beltmann asked if Commissioner Bolinger would be willing to put together the short narrative that describes how the group marching the parade ties to the proclamation.

Commissioner Bolinger stated she would.

Commissioner Peterson stated she would prepare the Commissions narrative.

Commissioner Djevi stated he would like to have this item on the agenda in the fall to discuss ways to engage communities.

c. Youth Commissioner Recruitment

Chair Beltmann stated the HRIEC currently has two youth members who will be transitioning off the commission at the end of their terms (7/31/2019). At the April meeting, commissioners discussed the recruitment process for youth commissioners. As part of that, a draft “position description” for youth commissioners has been developed along with additional marketing materials that can be used for recruitment.

Ms. Olson had some feedback from a Commission that this item should have some discussion at the upcoming joint meeting with the Council and is a potential for a topic.

Chair Beltmann stated looking at the position description, she thought it looked good but had one piece to change.

Commissioner Lee stated this says “work with student community at Roseville Community at Roseville Area High School and in Roseville” but part of Roseville feeds into Mounds View.

Ms. Olson stated the Youth Commissioner is open to people who are in the Mounds View community but live in Roseville. She thought the sentence needs to be broader because it is not just the student community at the Roseville Area High School but maybe works with Students in Youth. She suggested rewording it to “Works with the student community in Roseville.”

The Commission agreed.

Chair Beltmann stated the recommended change she was going to make is under the third grey box to change it from “Community of colors” to “Relevant Community Groups”.

Youth Commissioner Iverson stated under responsibilities the last part is “and perform high school outreach functions”, he thought it should be expanded to other areas because it is not just high school.

Chair Beltmann suggested “youth and student outreach”.

Chair Beltmann thought the flyer was beautiful and great and would be great to get an electronic version.

Ms. Olson stated she has a PDF and will email it out.

Youth Commissioner Hansel suggested appointing younger Youth Commissioners because the Commission will not be constantly going through Commission Members.

d. Discuss 2019-2020 Essay Contest Question

This item was postponed to a future meeting.

Other New Business or Reports

a. Census Information Sharing

No discussion. The Commission was asked to review.

Announcements

Commissioner Djevi stated June 15th is the Juneteenth Celebration.

Future Agenda Items

a. 2020 Census

b. New American Forum Update

Adjournment

Commissioner Peterson moved, Commissioner Lee seconded to adjourn. Motion passed unanimously.

Chair Beltmann adjourned the meeting at 9:05 p.m.

Respectfully submitted,

Sue Osbeck

TimeSaver Off Site Secretarial, Inc.