

Commission members:
Keith Allen
Cat Beltmann
Monica Bolinger
Etienne Djevi
Ahmed Hassan
Richard James
Grace Lee
Kathryn
Macomber
Lauren Peterson



**Human Rights, Inclusion
and Engagement
Commission
Agenda
Wednesday, October 16,
2019
City Council Chambers**

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651-792-7000

Website:
www.cityofroseville.com/hriec

1. 6:30 P.M. Call To Order/Roll Call
2. Approval Of Agenda
3. Public Comment On Items Not On The Agenda
4. Approval Of Minutes
- 4.A. 6:40 PM September 18, 2019 Minutes

Documents:

[HRIEC DRAFT 09-18-19.PDF](#)

5. 6:42 P.M. Youth Commissioner Report
6. New Business
- 6.A. 6:43 PM Interview Youth Commission Applicant

Documents:

[7A. STAFF REPORT_YOUTH COMMISSIONER INTERVIEW.PDF](#)
[7A. ATTACHMENT A_REDACTED APPLICATION.PDF](#)
[7A. ATTACHMENT B_YOUTH COMMISSIONER JOB DESCRIPTION.PDF](#)

- 6.B. 6:50 PM Best Practices Update

Documents:

[7B. STAFF REPORT_BEST PRACTICES UPDATE.PDF](#)

- 6.C. 7:00 PM Discuss 2020 Work Plan

Documents:

[7C. STAFF REPORT_WORK PLAN.PDF](#)
[7C. ATTACHMENT A_2019-20 HRIEC WORKPLAN.PDF](#)
[7C. ATTACHMENT B_2020 WORKPLAN PRIORITY RANKINGS.PDF](#)

- 6.D. 7:30 PM Discuss 2020 Commission Meeting Dates

Documents:

7. Other New Business Or Reports
8. Announcements
9. Future Agenda Items
10. 7:40 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 – September 18, 2019 - DRAFT**
4
5

6 **Commissioners Present:** Cat Beltmann, Keith Allen, Monica Bolinger, Etienne Djevi,
7 Richard James, Grace Lee, Kathryn Macomber, and Lauren
8 Peterson
9

10 **Youth Commissioners:** None
11

12 **Commissioners Absent:** Ahmed Hassan
13

14 **Staff Present:** Rebecca Olson, Assistant City Manager
15

16 **Call to Order/Roll Call**
17

18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
19 order at 6:32 p.m.
20

21 **Approve Agenda**
22

23 Commissioner Peterson moved and Commissioner Macomber seconded a motion to approve the
24 Agenda as presented. Motion passed unanimously.
25

26 **Public Comment on Items Not on Agenda**
27

28 **Approve Minutes**
29

30 **a. August 21, 2019 Human Rights, Inclusion and Engagement Commission**
31

32 Commissioner James thought the secretary got Commissioner Allen’s name on some of his
33 comments. Chair Beltmann explained because the secretary listens to recordings of the meetings
34 and then records the minutes, the Commission needs to be aware, not talk over each other, and
35 let people finish their comments to ensure comments are recorded appropriately.
36

37 Ms. Olson indicated she can go through the minutes and make corrections. She noted the
38 minutes could come back for approval after corrections are made or could be approved at the
39 meeting tonight.
40

41 Commissioner Allen wondered how the mistake can be avoided in the future.
42

43 Ms. Olson explained at the City Council level, the Mayor has the Council raise their hand for
44 recognition and then the Mayor states the Councilmember’s name for them to speak. The same
45 could be done at this meeting and she would try to keep track of who speaks, which might help
46 the minute taker.

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Commissioner Macomber moved and Commissioner James seconded a motion to approve the August 21, 2019 Human Rights, Inclusion and Engagement Commission meeting minutes as amended. Motion passed unanimously.

Commissioner Djevi arrived at 6:36 p.m.

Receive Reports

Assistant City Manager Olson reported on the Youth Commissioner search for the HRIEC Commission.

Youth Commissioner Report

None

New Business

a. Hispanic Heritage Month Programming

Assistant City Manager Olson provided a recap on the Hispanic Heritage Month event. She noted a flyer has been developed in both English and Spanish and the event will occur on October 5th at Central Park from 5:00 p.m. to 7:00 p.m. She noted the band has been booked and there will be one food truck. There will be some information tables including one for the Census, Ramsey County Library along with a table for the city, HRIEC Commission, and Police and Fire Departments.

Chair Beltmann indicated she created an event on the Nextdoor App and asked the Commissioners to share it. She asked staff if this could be placed on the city’s Facebook page and she noted she saw the flyers at the coffee shop.

Commissioner Bolinger indicated she brought the flyers to the library and also at Cederholm and dropped some off there as well. She also dropped some flyers off at St. Odilia Church. She noted she did talk to the ice cream truck person and may have some availability that day if the Commission decides to have ice cream there as well. She thought Hot Chocolate may be an option with spices for Mexican Chocolate. She also shared it on her Facebook page.

Chair Beltmann asked for Commissioners to help with flyer distribution.

Commissioner Djevi thought if the Mayor could be at the event it would be good to put out a good message.

Commissioner Bolinger thought if there could be someone at the event from the Police Department or Fire Department who is bilingual for the welcome would also be helpful.

91 Chair Beltmann thought anyone who speaks Spanish could do the welcome and it
92 would not have to be from one of the city departments.

93
94 Commissioner Peterson wondered if there could be an interpreter there as well.

95
96 Ms. Olson thought if the Mayor were to be there, he might be able to have his
97 welcome speech ready ahead of time and someone from the Spanish community
98 could read it then there would not need to be an interpreter there.

99
100 Chair Beltmann assumed the band will be taking breaks during the event so suggested
101 the welcome not be at the beginning when people are trickling in but during one of
102 the breaks.

103
104 Commissioner Allen requested a list of churches in the city in order to drop flyers off.

105
106 Commissioner Djevi indicated he will be going to the mobile homes.

107
108 Commissioner Bolinger noted she went to the Fairview Community Center already.

109
110 Chair Beltmann also recommended emailing or sending out the flyer electronically
111 would work as well.

112
113 Commissioner Macomber left the meeting at 6:49 p.m. due to illness.

114
115 Commissioner Djevi asked if someone should drop flyers off at the schools.

116
117 Ms. Olson explained she reached out to Ginger and asked her if she could help
118 distribute the flyers to the schools.

119
120 Chair Beltmann asked if there is the ability for future events next year for doing
121 registration pages and sign-ups or is that not something the city would want to get
122 into.

123
124 Ms. Olson indicated she would have to defer to the Park and Recreation Department
125 on that because she did not have the experience to answer that question.

126
127 Chair Beltmann reviewed the next steps for the event with the Commission.

128
129 **b. Best Practices Update**

130 Chair Beltmann explained she was still working on this and was working on the
131 format for it. She wanted to make it more of a toolkit versus a document that people
132 have to read through. She noted Ms. Olson has some things for insertion into the
133 document. She would love to get some additional help on working through this
134 document and she would like to create some templates to be a part of this document
135 as well. She wondered if there are other Commissioners who are willing to put

136 together some of the pieces of the document in order to have a more complete tool kit
137 to review at the October meeting.

138
139 Commissioner James indicated he can help out.

140
141 Commissioner Allen also agreed to help with this document.

142
143 Commissioner James asked if the idea of this document is to provide a unified
144 approach when people are looking to engage the community.

145
146 Chair Beltmann indicated that was correct. This document is for staff purposes or
147 Commission internal use to standardize how engagement is done across the city.

148
149 **c. 2020 Work Plan Discussion**

150 Chair Beltmann reviewed the 2020 work plan with the Commission. The intent is to
151 start discussing the work plan for 2020. She asked the Commission to fill out the
152 survey she created because it is helpful for her to find out the Commission's strengths
153 and weaknesses.

154
155 Commissioner Peterson thought there was a comment about developing process for
156 interviewing and wondered if it was under the community engagement special
157 projects.

158
159 Chair Beltmann indicated it was second from the bottom on the list.

160
161 Commissioner Peterson asked what the procurement guidelines was regarding.

162
163 Chair Beltmann put a suggestion in the survey about providing feedback or
164 recommendations related to how contractors in the city are selected based on Human
165 Rights guidelines. She reworded it a little bit but thought she kept the spirit of what
166 the intent was. She was not sure if the city already has ways to rate contractors.

167
168 Ms. Olson explained to clarify, the issue that has come up in the city with a developer
169 is different than procurement. It is a developer coming through on a development
170 project and completely different than procurement. She noted there are different
171 procurement processes and she knows that staff, Parks and Recreation and Public
172 Works have been trained, best value, which takes into consideration more than cost,
173 but it is a heavy lift to learn the process and to train staff on that. In addition, through
174 the GARE program staff has talked about to take a look at how staff can look to
175 expand some of the business done with the minority class in the city.

176
177 Commissioner Lee arrived at the meeting at 7:14 p.m.

178
179 Commissioner Djevi asked if it was the Commission should be tasked to be involved
180 in the contracts involving Human Rights going forward.

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Chair Beltmann and Ms. Olson reviewed the current issue going on in the city with a developer and wage trafficking.

Commissioner Lee wondered if the HRIEC could be involved to find out if there actually is a Human Rights violation.

Chair Beltmann indicated the current issue is one specific instance and the Commission needs to decide when looking at the workplan if there is a role for the HRIEC in this arena of city business for the Commission to be helpful.

Chair Lee thought there was because even at the County level in Ramsey County there is a Racial Equity Action Team and for items to come before the Board of Commissioners whoever is making the proposal needs to show how the proposal is increasing community engagement or what it is doing to end disparities in the community or something like that. Even to get on the agenda it has to address those issues. She thought that was something the HRIEC could work on for similar things. She thought that was great and one of the reasons why she joined the Commission in order to work on things like that.

Commissioner James asked how much overlap there with the State, County and cities on hiring contractors is.

Chair Beltmann thought the Commission was starting to get sidetracked and she wanted to bring it back to the current discussion. She thought the Commission could dive into specifics of what the city has in terms of selection process for vendors and what exists. In terms of looking at awarding contracts for contractors she thought that could be discussed broadly to see if it fits but she did not want to get into specifics at this time.

Commissioner Djevi thought the point he was trying to make is if this is a Human Rights Commission in Roseville and to watch the city Council meeting to learn about what has happened does not make the process look good. His point is what kind of role can the Commission play so that in the future the city does not see these kinds of embarrassing things. He wondered if there was anything the Commission could do.

Commissioner Peterson thought if people are passionate about doing this type of work on the Commission, she would feel comfortable with that being on the workplan. She thought the HRIEC could get involved in things like this and potential for the Commission to have some oversight or discussion around it. She wanted to make sure that the things the Commission has on its workplan are things that people want to do and are passionate about.

Ms. Olson indicated there is a tentative date for the Commission to talk with the city Council about the workplan. She believed it is set for a meeting in November.

226 Before the Commission gets too far into the workplan, this is the proposed workplan
227 and then when it goes to Council the Council will give further direction on whether
228 the items on the workplan something of value for them would be.
229

230 Chair Beltmann thought this was an incredibly important issue and if the allegations
231 are true that is a huge issue. As a community member she was not happy to see tax
232 incentives going to a company that has allegations against them. That said, she was a
233 little concerned about the Commission taking this on because she did not know what
234 the city already has in place. She wanted to make sure the Commission is being
235 focused on what is being selected. She thought it does raise a question though on the
236 engagement project, is the Commission building in opportunities and tying them to
237 community members to come in and share feedback, talk about issues or suggestions.
238 She would like the Commission to think about the HRIEC meetings and how the
239 Commission engages with the community and build in time to hear from community
240 members to hear about topics.
241

242 Commissioner Allen explained if there was a time for the community to come and
243 discuss this item, he would not have been prepared other than to listen. He would like
244 to be more informed when an issue like what has happened and is being discussed
245 arises.
246

247 Commissioner Djevi agreed and thought if there was a way for the Commission to be
248 better informed it would be helpful.
249

250 Ms. Olson mentioned two points to be aware of, if the Commission is interested in
251 creating space for people to feel welcome, feel encouraged to share information the
252 Commission needs to make it very clear that the Commission does not do Human
253 Rights complaints and the second point is the limitations of the Commission is that it
254 meets once a month and city business does not happen on a once a month basis so
255 making sure that the Commission is informed to the extent possible of things that are
256 occurring and maybe looking at some of the broader processes and procedures of how
257 the Commission is safeguarding against these in the future are where this
258 Commission could be helpful and maybe not necessarily weighing in on individual
259 things but building that foundation so things can be responded to in an appropriate
260 manner.
261

262 Commissioner Djevi indicated he as well as Commission Lee seem to be very
263 passionate about this type of thing and looking at the workplan overall there does not
264 seem to be a lot of human right activities that the Commission does. He thought
265 human rights topics is being put to the side a little bit.
266

267 Chair Beltmann suggested the Commission look at the workplan as a whole and try to
268 determine what the Commission wants to do. She asked if there was anything on the
269 workplan that should be removed or things like human rights work that needs to be
270 added

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Commissioner Peterson thought some of the things can be combined such as Training for staff and commissions to improve engagement practices and strategies, which the Commission is already doing some of that and then Work with other commissions/city staff to plan events, when engagement projects come up it would be nice to have the toolkit suggesting the HRIEC could help with an event or project. She wanted to increase collaboration and wanted the Commission to be open to collaboration with other commissions and staff.

Chair Beltmann thought for the proclamation programming, that is an opportunity rather than the HRIEC planning individual events the Commission could partner with Parks and Rec and other commissions. She thought bullet item two under Community Engagement Special Project and the bullet point under Proclamation Programming could be combined.

Commissioner Lee asked what the HRIEC was doing for training for staff to improve engagement practice and strategies.

Ms. Olson explained there has been a core group of people that has participated in the Government Alliance on Racial Equity (GARE) and as part of the GARE training staff put together an action plan and training the staff is one of the items that is being worked on. She noted the first bullet point is pretty covered with the Commission's best practices and part of the recommendation was also do that training. She explained there are two other items that GARE is a part of and have address and are working towards, one is the bullet point "develop process for evaluating new program recommendations" and the other bullet point is regarding the procurement guidelines.

Chair Beltmann indicate she added the "develop process for evaluating new program recommendations" bullet point for the Commission only. She thought some of this is taking what the HRIEC continues to do. The one thing she wanted to ask about is Party in the Park and she did not think the HRIEC should do that because of the limited resources and many of the Commissioners are out of town on the 4th of July so it is hard to get Commissioners to show up and staff a booth. She felt the HRIEC could get more value doing something else.

Commissioner Bolinger thought she was the one that put that on the list and one of the only ones at the booth and it did not really speak to who the Commission is. Her thought was to be represented where the community knows more about the Commission and what the HRIEC and that can help establish relationships in the future. It can help with engagement and reaching out and inclusion. She thought that getting the word out of who the HRIEC is and making a bigger presence at city events was what she was thinking of.

314 Commissioner Peterson thought if the city Council wants the HRIEC to participate in
315 Party in the Park that is fine, but she agreed that it was not a useful resource for the
316 Commission.

317
318 Commissioner Lee thought something to add to the workplan is to have residents
319 come in and interview candidates for positions and that is one way to include the
320 community. Something to add would be to look at what other cities are doing and
321 incorporate them into Roseville.

322
323 Commissioner Allen suggested to try to be at all community events and be present if
324 possible.

325
326 Commissioner James thought the idea of getting what the HRIEC does out into the
327 community and being more involved with other commissions is really what the
328 Commission is all about. It is bringing up ideas and getting the Commission out there
329 and letting the community know there is a potential voice for them. The Commission
330 can then be the vehicle to go to the city Council. He thought that is something the
331 Commission should focus on.

332
333 Commissioner Djevi thought because the Commission cannot be at every event so in
334 the planning of events by the city or other commissions is there a way to have
335 everyone have a time out with a checklist for the group to think about equality or
336 equity and diversity.

337
338 Chair Beltmann thought the intention of the toolkit the Commission is putting
339 together is for staff and for commissions to use and a big piece of that is looking at
340 the diversity and equity side of things.

341
342 Commissioner Peterson wondered if the Census awareness should be on the workplan
343 because there is already a city employee working on this. She did not know what the
344 HRIEC role would be in that.

345
346 Chair Beltmann went through the workplan with the Commission to figure out what
347 items to remove to the list.

348
349 The Commissions desire was to leave on the list:

- 350
351 1. Essay question contest
352 2. Parade
353 3. Community Engagement work/census work with the city
354 4. Proclamations (look at doing some of these through other Commissions)
355 5. Continue placing proclamation in the display cases

356 Commissioner Lee suggested putting the proclamations in the newspaper to get
357 more exposure or in the city newsletter.

358

359 Chair Beltmann indicated she will send out a revision of the document based on the
360 conversation for people to review before the October meeting and then come prepared
361 to discuss this further at that meeting.

362

363 **Other New Business or Reports**

364 a. Indigenous Peoples Display Case

365 Assistant City Manager Olson asked for a volunteer to work on the display case for
366 the Indigenous Peoples Proclamation coming up in October.

367

368 Commissioner James indicated he would volunteer to work on that.

369

370 **Announcements**

371

372 **Future Agenda Items**

373 a. Best Practices Document

374 b. 2020 Workplan

375 c. Hispanic Heritage Month Event Debrief

376

377 **Adjournment**

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379 Commissioner Peterson moved and Commissioner Djevi seconded a motion to adjourn. Motion
380 passed unanimously.

381

382 Chair Beltmann adjourned the meeting at 8:14 p.m.

383

384 Respectfully submitted,

385

386 Sue Osbeck

387 *TimeSaver Off Site Secretarial, Inc.*

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: October 16, 2019

ITEM: 7a.

ITEM DESCRIPTION: Youth Commissioner Interview

Background

The City received an application for a Youth Commissioner. Youth Commissioners serve 1-year terms. Typically, the Commission will interview and provide a recommendation to the City Council on a Youth Commissioner appointment.

Listed below are the interview questions that have been provided to the applicant for tonight's meeting.

1. Why would you like to serve on this commission?
2. Explain your commitment to attending meetings and events.
3. What are your personal goals for serving on this commission?
4. What are your specific areas of interest within this commission's scope of responsibilities?
5. Briefly describe any relevant experience or other background information that would relate to this commission.
6. What do you see as the role of a youth commissioner on this commission?

Recommendation

Interview applicant and discuss Commission recommendation.

Attachments

- A. Application
- B. Youth Commissioner Job Description

First Name Yiling

Last Name Xie

Address 1

Address 2 *Field not completed.*

City Roseville

State MN

Zip Code 55113

Home or Cell Phone Number

Email Address

How many years have you been a Roseville resident? 6

City of Roseville Commissions
Finance
Human Rights, Inclusion and Engagement
Parks and Recreation
Planning
Police Civil Service
Public Works, Environment and Transportation

Commission preference Human Rights, Inclusion and Engagement

Commission preference *Field not completed.*

This application is for Student Term

If this is a student application please list grade in school

Note
There is no character limit for the fields below.

Why do you want to serve on this Commission? I am passionate about human rights and immigration. I'm a first generation Chinese-American who has lived in Roseville ever since I came to the United States. I've met people from many different backgrounds and listened to their stories. As an immigrant, I believe I have valuable advice for Roseville in becoming more inclusive. Hearing stories of people all around the world whose leaders have failed to acknowledge their humanity breaks my heart, and I want do

my bit to make the world a safer place for all human beings. I believe that starts with Roseville, my home for six years and counting.

What is your view of the role of this Commission?

My view of the role on this commission is to give advice to the city on how to make Roseville better serve the people, no matter who they are.

What specific skills or experiences do you have that would be beneficial in serving on the advisory commission for which you are applying?

I've lived in Roseville ever since I came to the US and have seen it change over the past six years. I know what it's like to be in a strange new land and not knowing what other people think of you. I LOVE to contribute whenever possible. I also love to share my culture with others. I've been playing my Chinese instrument, the Pipa, at the Alexander Nature Center for the Chinese New Year event since 2017. I just enjoy seeing different people at the event come together!

If you identified a second choice commission, please include skills or experiences that would be beneficial for serving on that commission.

Field not completed.

Civic and Volunteer Activities

Field not completed.

Work Experience

Field not completed.

Education

Is there additional information you would like the City Council to consider regarding your application?

Field not completed.

Preferred method to be contacted

City staff contact all applicants approximately four days before the interviews to confirm interview date, time and location. Please indicate your preferred way to be notified.

Preferred method to be contacted

Email

Please provide alternative phone number or email if different from above

Home Number:

Additional Information if you become Board or Commission Member
*Additional information may be emailed to info@cityofroseville.com or delivered to
Administration Department, City of Roseville, 2660 Civic Center Drive, Roseville, MN 55113
or faxed to 651-792-7020.*

Minnesota Government Data Practices Act Yes

Minnesota Statute §13.601. subd. 3(b) Home/Cell Phone, Email Address

Background Authorization Yes

Acknowledgement Yes

City of Roseville

Title: HRIEC Youth Commissioner

Length of Appointment: 1 year

Appointment Requirements: Must be enrolled in high school and under the age of 18 and be a resident of the city of Roseville.

Description: As a non-voting member of the Human Rights, Inclusion and Engagement Commission, the Youth Commissioner works in partnership with the other members of the commission and staff liaison. The role is to ensure that young people are involved and engaged in helping shape decisions that affect them and to empower them to share their ideas and have a meaningful voice in planning, implementing and reviewing programs and opportunities within their community.

Responsibilities: Attend monthly meetings and contribute to the discussion as a non-voting member, work with the student community at Roseville Area High school and in Roseville, and perform high school outreach functions (previous functions included summer book reads, human rights club, essay contests).

Examples of Tasks

Supporting Youth Engagement

- Participating in developing topics for the annual Essay Contest for 6th, 7th, and 8th graders, reviewing essay entries and choosing top winners.
- Engaging with youth and bringing new perspectives to the commission.

Developing Human Rights, Inclusion and Engagement Topics for Youth

- Previous youth commissioners have worked within their local high schools on Human Rights topics and projects as well as managed a summer book read.

Creating Connections within the Community

- Working with other commissioners and staff to develop best practices for engagement and outreach to communities of color.
- Serving as a link and resource between the city and local high schools.

Skills Required:

- Desire and willingness to share thoughts and ideas as they relate to youth in the community
- Ability to work and engage with young people
- Willingness to participate in monthly meetings
- Ability to think creatively
- Ability to work on projects outside of monthly meetings

Estimate Time Commitment:

Meetings are held monthly on the third Wednesday of the month at City Hall beginning at 6:30 p.m. Typical meeting length is 2-3 hours. Depending upon youth commissioner's focus area, will determine

the amount of time they spend outside of the meeting. Occasionally, commission work requires additional time including preparing for meetings and other city events (approximately 1/hour per week).

Testimonial from a former youth commissioner:

Responsibilities require a fairly low time-commitment and the commission is an awesome way to learn more about city government, meet new people in the community, improve discussion skills, and fill a leadership role through youth commissioner projects.

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: September 18, 2019

ITEM: 7b.

ITEM DESCRIPTION: Best Practices Update

Background

Over the past several months, the Human Rights, Inclusion and Engagement Commission has been working on a two-prong approach to the directive provided by the City Council at their joint meeting on March 26, 2018.

The HRIEC met with the City Council to discuss their annual work plan and more specifically to seek further direction regarding the second phase (Outreach) to the Engagement Project they have been working on at the June 3 Council meeting.

At the September meeting, the commission discussed next steps which were:

- Redrafting the Best Practices document

Tonight's discussion will focus on an update to the document.

Recommendation

Discuss work that has been done so far and next steps.

Attachments

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: October 16, 2019

ITEM: 7c.

ITEM DESCRIPTION: Discuss 2019-20 Work Plan

Background

As the end of the year nears, it is appropriate to begin discussion on planning for the remainder of 2019 and 2020. Staff has included an updated version of the 2018-2019 HRIEC work plan along with a (relatively) blank 2019-2020 work plan. At the bottom of the 2019-2020 work plan are items that have been discussed over the last several meetings that the commission will want to consider for the upcoming year.

As part of this discussion, commission members were asked to identify if they felt the proposed work plan items aligned with duties of the commission, whether they aligned with their individual interests and if they had time to devote to working on the item. Attached is a document that scores each item based on the responses received. It should be noted that at the time this packet was created, that attachment reflects the feedback received to-date (4 of 9 responses) Discussion tonight will center around those priorities.

Recommendation

Continue discussion on the 2019-2020 work plan.

Attachment

- A: Draft 2019-2020 Work Plan
- B: Priority rankings

2019-20 Human Rights, Inclusion and Engagement Commission Annual Workplan

	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
Proclamation Updates												
Community Engagement Special Project			Finalize Best Practices Guide	Present best practices document to City Council								
Essay Question	Send to Schools.							Review and choose winning essays		Essay winner reception Discuss Question Ideas	Draft Question	Finalize Question
Rosefest party in the park		Discuss 2020 parade ideas and Party in Park										
Rosefest Parade						Discuss participation in 2019	Application	Contact Commissions	Contact commissions	Order shirts	Parade	
Training												
Misc. Items	Hispanic Hert. Programming Discuss 2020 Workplan				Finalize 2020 Workplan							

Other:

- Proclamation recommendations (display case & programming)
- Council request to revisit items from previous workplan
- Commission survey on topics of interest
- Commission recruitment/interview process

At our September commission meeting we started a discussion about our 2020 workplan. At our October meeting, we'll need to finalize our workplan so we can be prepared to present our proposed workplan to City Council in November.

To inform the conversation at our next meeting, please use the evaluation information below to rank proposed workplan items. Send your completed rankings to Rebecca by Friday, October 11th. We'll combine the total scores for each item and used that information to guide our discussion at the meeting.

As you consider which activities should be included in our commission work plan, please consider the three following factors:

- 1) **Does the activity align with the duties and functions outlined for our commission by the city and City Council?** *See additional information below or online here:*
<https://www.cityofroseville.com/3166/HRIEC-Duties-and-Functions>
- 2) **Does the activity align with my interests and or skill set?**
- 3) **Is this an activity that I'm willing to commit time to work on?** Please also think about how much time you are willing/able to commit outside of commission meetings and is the activity something you're willing and able to work on outside of commission meetings?

Human Rights, Inclusion and Engagement Commission Duties and Functions:

Evaluate the City's outreach efforts, policies, activities, and engagement opportunities to ensure the best and the most equitable practices are being used to engage residents and businesses with the work of the City.

- Review policies and actions taken by the City that may inhibit full inclusion for those of diverse or underrepresented backgrounds.
- Understand the demographics of the community.
- Review opportunities to collaborate with other city commissions, neighborhood, community, educational, business, and social services groups and organizations, identifying ways to encourage mutual understanding among citizens and bring the community together.
- Have an awareness of human rights related matters in the community and assist the City Council in identifying opportunities to address those matters.

Advise the City Council on recommendations and strategies to improve outreach and communication and increase engagement, equity, and inclusiveness in the City's efforts to foster a sense of community with residents and businesses.

- Advise the City Council with respect to providing for equitable opportunity through the City's policies and actions.

- Review and recommend ways to improve the City's interactions with residents, businesses, and community and neighborhood organizations through:
 - Communication efforts to facilitate effective two-way communication whenever possible.
 - Public participation processes, to identify under-represented groups, to remove any barriers and to engage and promote increased participation, including with the community's various visioning efforts.
 - Recommend strategies for actively promoting and encouraging effective and meaningful volunteerism and service with the City including task forces, commissions and other participatory civic activities.
 - Serve as subject matter experts with regard to community engagement in local government. Explore and recommend to the City Council innovative ideas, including the latest trends, technologies, tools and methods.

Engage residents and businesses through developing or supporting City Council-approved programs, events, and projects that support the commission's purpose, including:

- Education programs and community dialogues to assist in creating equitable opportunity and eliminating discrimination.
- Events or projects that promote connections in the community
- Events or programs that engage residents and businesses with their city government, facilitating community feedback.

Workplan Activity Ranking:

Proposed Activity	Alignment with duties of HRIEC. (1 = Yes 0 = No)	Alignment with my interests/skills. (1 = Yes 0 = No)	Do I have the time to commit to working on this outside of meetings? (1 = Yes 0 = No)	Total
Community Engagement Toolkit 1) Finalizing toolkit document 2) Train staff/commissioners to improve engagement strategies and practices	4	3	3	10
Community ambassadors and contact list 1) Develop list of community contacts 2) Outreach to underrepresented communities to build relationships and identify community ambassadors	4	3	1	8
Refine commission recruitment, interview, and onboarding processes to improve diversity of applicants and community participation.	4	4	4	12
Work with city staff and other commissions to integrate proclamations into existing program plans (specifically Parks and Rec Commission).	4	4	4	12
Monthly Proclamation Display Case Each commissioner would pick a month to work with the city and a volunteer design to design a display tied to a proclamation. This takes about 2 hours of work.	4	3	4	11
Participate in Rose Parade and coordinate involvement of other commissions. The parade takes place in June and is about 2 hrs day of commitment. Coordinating involvement of other commissioners and planning is roughly 5-10 hrs of work outside of meetings.	3	1	3	7
Party in the Park This would be a day-long commitment on July 4 th and about 5-10 hours of work outside of meetings depending on the activity that is planned.	2	0	0	2

Essay Contest It takes about 5-8 hrs to read and score essays.	4	4	4	12
Provide feedback on proposed city activities or events – This could include evaluating events proposed by City Council, providing feedback to city departments on new projects (i.e. the Fire Department Close before you Doze project). This work would take place during monthly meetings but may require additional research outside of meetings.	4	4	3	11
Participate in hiring of staff	0	0	0	0
Participate in the process of contracting between the city and companies for respect for human rights.	2	0	0	2
Activities tied to Human Rights	3	1	2	6
TOTAL	38	27	28	

Additional Commission Priorities

- Develop onboarding process/procedure for HRIEC
- Define commission norms and roles and responsibilities for activities



2020 Human Rights, Inclusion & Engagement Meeting Schedule

The Human Rights, Inclusion and Engagement Commission will meet at 6:30 p.m. in the City Council Chambers of Roseville City Hall, 2660 Civic Center Drive, on the following dates:

January	15	July	15
February	19	August	19
March	18	September	16
April	15	October	21
May	20	November	18
June	17	December	16

Calendar of Observances 2020

The increasingly pluralistic population of the United States is made up of many different ethnic, cultural, faith and religious communities. To enhance mutual understanding among groups and promote inclusive communities, the ADL offers this resource as a tool to increase awareness of and respect for religious obligations and ethnic and cultural festivities that may affect students, colleagues and neighbors in your community.

Religious Observations

The calendar includes significant religious observances of the major faiths represented in the United States. It can be used when planning school exam schedules and activities, workplace festivities and community events. **Note that Bahá'í, Jewish and Islamic holidays begin at sundown the previous day and end at sundown on the date listed.**

National and International Holidays

The calendar notes U.S. holidays that are either legal holidays or observed in various states and communities throughout the country. Important national and international observances that may be commemorated in the U.S. are also included.

Calendar System

The dates of secular holidays are based on the Gregorian calendar, which is commonly used for civil dating purposes. Many religions and cultures follow various traditional calendar systems that are often based on the phases of the moon with occasional adjustments for the solar cycle. Therefore, specific Gregorian calendar dates for these observances will differ from year to year. In addition, calculation of specific dates may vary by geographical location and according to different sects within a religion.

[NOTE: Observances highlighted in yellow indicate that the dates are tentative or not yet set by the organizations who coordinate them.]

January 2020

- January 1** **NEW YEAR'S DAY**
The first day of the year in the Gregorian calendar, commonly used for civil dating purposes.
- January 5** **GURU GOBIND SINGH JI'S BIRTHDAY • Sikh**
Guru Gobindh Singh was the 10th Sikh guru of Nanak and founder of the Khalsa.
- January 6** **CHRISTMAS • Armenian Orthodox Christian**
Armenian Christians celebrate the birth of Jesus on Epiphany, except for Armenians living in Israel, who celebrate Christmas on January 19th.
- January 6** **EPIPHANY • Christian**
Known as *Theophany* in Eastern Christianity, it celebrates the manifestation of Jesus as Christ. In addition, the Western Church associates Epiphany with the journey of the Magi to the infant Jesus, and the Eastern Church with the baptism of Jesus by John.
- January 7** **CHRISTMAS • Eastern Christian**
Most Orthodox churches celebrate Christmas 13 days later than other Christian churches based on their use of the Julian rather than the Gregorian version of the Western calendar.
- January 10–12** **MAHAYANA NEW YEAR • Buddhist**
In Mahayana countries the New Year starts on the first full moon day in January.
- January 15** **MAKAR SANKRANTI • Hindu**
Seasonal celebration marking turning of the sun toward the north.
- January 19** **WORLD RELIGION DAY • Bahá'í**
Observance to proclaim the oneness of religion and the belief that world religion will unify the peoples of the earth.
- January 20** **DR. MARTIN LUTHER KING JR DAY**
The birthday of civil rights activist Dr. Martin Luther King Jr. is on January 15th but it is observed on the third Monday in January.
- January 20–24** **NO NAME-CALLING WEEK**
Annual week of educational activities aimed at ending name-calling and bullying of all kinds.
- January 25** **LUNAR NEW YEAR • Confucian, Daoist and Buddhist**
Also known as the Spring Festival, an important festival celebrated at the turn of the traditional lunisolar Chinese calendar.
- January 27** **UN HOLOCAUST MEMORIAL DAY**
Annual International Day of Commemoration in memory of the victims of the Holocaust coinciding with the anniversary of the liberation of the Auschwitz death camp in 1945.

February 2020

February	Full Month	BLACK HISTORY MONTH Celebrates Black History and African American culture in the United States.
February 1		NATIONAL FREEDOM DAY Commemorates the signing of the 13th Amendment, which abolished slavery in 1865.
February 10		TU B'SHVAT • Jewish New Year's Day for Trees, and traditionally the first of the year for tithing fruit of trees. Now a day for environmental awareness and action, such as tree planting.
February 14		VALENTINE'S DAY Celebrates the idea of romantic love.
February 15		NIRVANA DAY • Buddhist Celebrates the day when the historical Buddha achieved Parinirvana, or complete Nirvana, upon the death of his physical body. Sometimes celebrated on February 8.
February 15		SUSAN B. ANTHONY DAY A commemorative holiday to celebrate the birth of Susan B. Anthony (1820–1906) and women's suffrage in the United States.
February 17		PRESIDENTS' DAY Honors all past presidents of the United States of America.
February 20		WORLD DAY OF SOCIAL JUSTICE U.N. day to recognize efforts to achieve fair outcomes for all through employment, social protection, social dialogue, and fundamental principles and rights at work.
February 22		MAHA SHIVARATRI • Hindu Also called <i>Shiva Ratri</i> , the Great Night of Shiva, is a festival in reverence of the god Shiva. The festival is celebrated at the 13 th night or 14 th day of the waning moon in the Hindu calendar (month of February or March of the English calendar).
February 25		SHROVE TUESDAY • Western Christian A day of penitence as well as the last chance to feast before Lent begins. Also known as Mardi Gras, Fat Tuesday and Carnival Day as this day is observed in many ways worldwide.
February 26		ASH WEDNESDAY • Western Christian The first day of Lent for Western Christian churches, a 40-day period of spiritual preparation for Easter, not counting Sundays.
February 26–29		AYYÁM-I-HA OR INTERCALARY DAYS • Bahá'í The Ayyám-i-ha, or "Days of Ha" are devoted to spiritual preparation for the fast, celebrating, hospitality, charity and gift giving. They are celebrated the four days, five in leap year, before the last month of the Bahá'í year by inserting days into the calendar in order to maintain their solar calendar.

March 2020

March	Full Month	NATIONAL WOMEN'S HISTORY MONTH Honors women as significant agents of historical change.
March 1–19		NINETEEN-DAY FAST • Bahá'í Baha'is between 15 and 70 years of age do not eat or drink from sunrise to sunset and set aside time for prayer and meditation.
March 2		CLEAN MONDAY • Eastern Christian The beginning of <i>Great Lent</i> for Eastern Christian churches, which starts 40 days before Orthodox Easter (Pascha), counting Sundays.
March 8		INTERNATIONAL WOMEN'S DAY Celebration of the economic, political and social achievements of women worldwide.
March 9		MAGHA PUJA • Buddhist Also known as <i>Sangha Day</i> , it commemorates the spontaneous assembly of 1,250 disciples, completely enlightened monks, in the historical Buddha's presence.
March 10		PURIM • Jewish The "Feast of Lots" marks the salvation of the Jews of ancient Persia from extermination.
March 10		HOLI • Hindu A spring festival in India and Nepal dedicated to the god of pleasure, also known as the festival of colours or the festival of sharing love.
March 10		HOLA MOHALLA • Sikh An annual event which is a martial arts parade historically coinciding with Holi, the Hindu festival of colors. Celebrations related to Holla Mohalla may be held in various locations over several weekends preceding the actual date of the holiday.
March 17		ST. PATRICK'S DAY • Christian Feast day of the patron saint of Ireland. In the U.S., a secular version is celebrated by people of all faiths through appreciation of all things Irish.
March 19		VERNAL EQUINOX Marks the first day of the season of spring. The sun shines nearly equally on both hemispheres when it's spring in the Northern Hemisphere and simultaneously fall in the Southern Hemisphere.
March 21		INTERNATIONAL DAY FOR THE ELIMINATION OF RACIAL DISCRIMINATION Call to action to eliminate all forms of racial discrimination worldwide.
March 28		KHORDAD SAL • Zoroastrian The Zoroastrian celebration of the birth of Zoroaster, the founder of the Zoroastrianism religion. The holiday is specifically celebrated in India and Iran, immediately following the Persian new year, Nowrúz.
March 31		CESAR CHAVEZ DAY Honors Mexican American farm worker, labor leader and activist Cesar Chavez (1927–1993) who was a nationally respected voice for social justice.

April 2020

April	Full Month	GENOCIDE AWARENESS MONTH A month that marks important anniversaries for past and contemporary genocides. Throughout the month, individuals, communities and organizations join together to remember and honor victims and survivors of mass atrocities.
April		DAY OF SILENCE Students take a day-long vow of silence to protest the actual silencing of lesbian, gay, bisexual, transgender and queer/questioning (LGBTQ) students and their straight allies due to bias and harassment.
April 2		RAMA NAVAMI • Hindu Celebrates the birthday of Rama, king of ancient India, hero of the epic Ramayana, and seventh incarnation of Vishnu.
April 5		PALM SUNDAY • Christian Observed the Sunday before Easter/Pascha to commemorate the entry of Jesus into Jerusalem.
April 7–9		THERAVADA NEW YEAR • Buddhist In Theravada countries the New Year is celebrated on the first full moon day in April.
April 9–16		PASSOVER/PESACH • Jewish The eight-day “Feast of Unleavened Bread” celebrates Israel’s deliverance from Egyptian bondage.
April 9		HOLY THURSDAY • Christian Also known as <i>Maundy Thursday</i> , it is celebrated on the Thursday before Easter commemorating the Last Supper, at which Jesus and the Apostles were together for the last time before the Crucifixion.
April 10		GOOD FRIDAY • Christian Known as <i>Holy Friday</i> in Eastern Christianity, it commemorates the Crucifixion of Jesus on the Friday before Easter/Pascha.
April 12		EASTER • Christian Known as <i>Pascha</i> in Eastern Christianity, it celebrates the resurrection of Jesus.
April 14		VAISAKHI (also spelled Baisakhi) • Sikh The festival which celebrates the founding of the Sikh community as the Khalsa (community of the initiated). On this day, Sikhs gather and celebrate Vaisakhi at their local Gurdwaras (Sikh house of worship) by remembering this day as the birth of the Khalsa.
April 20–May 1		FESTIVAL OF RIDVÁN • Bahá’í Annual festival commemorating the 12 days when Bahá’u’lláh, the prophet-founder of the Bahá’í Faith, resided in a garden called Ridván (Paradise) and publicly proclaimed his mission as God’s messenger for this age. The first (April 20), ninth (April 28), and twelfth (May 1) days are celebrated as holy days when Baha’is suspend work.
April 21		YOM HASHOAH • Jewish “Holocaust Remembrance Day” memorializes the heroic martyrdom of six million Jews who perished in the Nazi Holocaust.

April 24

ARMENIAN MARTYRS' DAY

Memorializes the genocide of approximately 1.5 million Armenians between 1915 and 1923 in Turkey.

April 24–May 23

RAMADAN • Islamic

Observed by Muslims worldwide as a month of fasting to commemorate the first revelation of the *Qur'an* to the Prophet Muhammad.

May 2020

May	Full Month	ASIAN PACIFIC AMERICAN HERITAGE MONTH Recognizes the contributions and celebrates the culture of Asians and Pacific Islanders in the United States.
May	Full Month	JEWISH AMERICAN HERITAGE MONTH Recognizes the history of Jewish contributions to American culture, acknowledging the diverse achievements of American Jews.
May 1		INTERNATIONAL WORKER'S DAY Also known as <i>May Day</i> , it celebrates the social and economic achievements of workers worldwide. The day commemorates the Haymarket Riot of 1886 in Chicago, in which police and protesters clashed following a workers' strike for an eight-hour work day.
May 3		WORLD PRESS FREEDOM DAY Serves as an occasion to inform the public of violations of the right to freedom of expression and as a reminder that many journalists brave death or jail to bring people their daily news.
May 5		CINCO DE MAYO In 1862 Mexican forces defeated French occupational forces in the Battle of Puebla.
May 7		VISAKHA PUJA • Buddhist Also known as Vesak or Buddha Day, it marks the birth, spiritual awakening and death (nirvana) of the historical Buddha. (This date may vary based on region or sect.)
May 10		MOTHER'S DAY Children of all ages show appreciation for their mothers and mother figures.
May 12		LAG B'OMER • Jewish Celebrates the end of a divine-sent plague and/or Roman occupation during Rabbi Akiva's lifetime (died c. 135 CE).
May 19		LAILA AL-QADR • Islamic Commemorates the night that the <i>Qur'an</i> was first revealed to the Prophet Muhammad. It is known as the "Night of Power." Often set on the 27th day of Ramadan, Sunnis may observe it on the 21st, 23rd, 25th or 29th and Shī'ite (Shiite) observe it on the 19th, 21st or 23rd day of Ramadan.
May 21		ASCENSION DAY • Christian Celebrated 40 days after Easter/Pascha, it commemorates the ascension of Jesus into Heaven.
May 21		NOWRÚZ • Zoroastrian A traditional ancient Iranian festival celebrating the first day of Spring and the Iranian New Year. Also celebrated as New Year's Day in Baha'i tradition (Naw-Ruz). (This date may vary based on region or sect.)
May 21		WORLD DAY FOR CULTURAL DIVERSITY Recognizes cultural diversity as a source of innovation, exchange and creativity, as well as the obligation to create a more peaceful and equitable society based on mutual respect.

June 2020

June	Full Month	LGBTQ+ PRIDE MONTH Commemorates the anniversary of the June 28, 1969 Stonewall riot in New York City, the incident that initiated the modern gay rights movement in the United States.
June 5		WORLD ENVIRONMENT DAY (WED) The United Nations' most important day for encouraging worldwide awareness and action for the protection of our environment.
June 12		ANNE FRANK DAY Birthday of young Jewish girl whose diary describes her family's experiences hiding from the Nazis through assistance of Gentile friends.
June 12		LOVING DAY Observes the anniversary of the 1967 United States Supreme Court decision <i>Loving v. Virginia</i> which struck down the miscegenation laws remaining in 16 states barring interracial marriage.
June 14		RACE UNITY DAY • Bahá'í Observance promoting racial harmony and understanding and the essential unity of humanity.
June 14		ALL SAINTS' DAY • Eastern Christian In Orthodox churches observed on the first Sunday after Pentecost, it commemorates all known and unknown Christian saints.
June 14		FLAG DAY Anniversary of the adoption of the United States flag by Congress in 1777.
June 19		JUNETEENTH Originally commemorating the announcement of the abolition of slavery in Texas in 1865, it is now celebrated throughout the U.S. to honor African-American freedom and achievement.
June 20		WORLD REFUGEE DAY Raises awareness about the plight of refugees and displaced persons.
June 20		SUMMER SOLSTICE Marks the first day of the season of summer. The length of time between sunrise and sunset is the longest of the year with the sun shining the farthest from the Southern Hemisphere and the closest to the Northern Hemisphere.
June 21		FATHER'S DAY Children of all ages show appreciation for their fathers and father figures.
June 26		ANNIVERSARY OF LEGALIZATION OF SAME-SEX MARRIAGE IN THE U.S. On June 26, 2015, in the case of <i>Obergefell v. Hodges</i> , the Supreme Court ruled that the fundamental right to marry is guaranteed to same-sex couples.

September 2020

September 5		INTERNATIONAL DAY OF CHARITY Recognizes the role of charity in alleviating human suffering, as well as of the efforts of charitable organizations and individuals, including the work of Mother Teresa.
September 7		LABOR DAY Celebrated the first Monday in September in recognition of U.S. workers.
September 8		INTERNATIONAL LITERACY DAY Call to action for universal literacy.
September 15– October 15	Full Month	NATIONAL HISPANIC HERITAGE MONTH Celebrates the contributions, heritage and culture of Hispanic and Latino Americans.
September 17		CONSTITUTION DAY AND CITIZENSHIP DAY Commemorates the ratification of the United States Constitution in 1787. Also honors all who have become U.S. citizens.
September 19– 20		ROSH HASHANAH • Jewish Beginning of the Jewish New Year and first of the High Holy Days, which marks the beginning of a ten-day period of penitence and spiritual renewal.
September 22		AUTUMNAL EQUINOX Marks the first day of the season of fall. The sun shines nearly equally on both hemispheres when it's fall in the Northern Hemisphere and simultaneously spring in the Southern Hemisphere.
September 23		BI VISIBILITY DAY Seeks to draw attention to public policy concerns and foster respect for bi+ individuals and communities.
September 28		YOM KIPPUR • Jewish The "Day of Atonement" marks the end of the Ten Days of Penitence that begin with Rosh Hashanah.

October 2020

October	Full month	NATIONAL BULLYING PREVENTION MONTH A campaign to unite communities nationwide to educate and raise awareness of bullying prevention.
October	Full Month	NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH Recognizes the contributions of workers with disabilities.
October	Full Month	LGBT HISTORY MONTH Marks and celebrates the lives and achievements of lesbian, gay bisexual and transgender people in the United States.
October 2		INTERNATIONAL DAY OF NON-VIOLENCE Marked on the birthday of Mahatma Gandhi, leader of the Indian independence movement and pioneer of the philosophy and strategy of non-violence, a U.N commemoration promoting the principle of non-violence and the desire to secure a culture of peace, tolerance and understanding.
October 3–9		SUKKOT • Jewish The week-long “Feast of Booths” commemorates the 40-year wandering of the Israelites in the desert on the way to the Promised Land.
October 5		WORLD TEACHER’S DAY Held annually to commemorate teacher organizations worldwide.
October 10		SHEMINI ATZERET • Jewish “The Eighth (Day) of Assembly” is observed on the day immediately following Sukkot.
October 11		SIMCHAT TORAH • Jewish “Rejoicing in the Torah” celebrates the conclusion of the public reading of the Pentateuch and its beginning anew.
October 11		COMING OUT DAY Encourages honesty and openness about being lesbian, gay, bisexual or transgender. Commemorates October 11, 1987, when 500,000 people marched on Washington, DC, for gay and lesbian equality.
October 12		INDIGENOUS PEOPLE’S DAY (Native American Day) Celebrates and honors Native American history and culture. [The second Monday of October is also marked as a U.S. federal holiday, Columbus Day. Many people are opposed to the celebration of a man who led and committed atrocities against Indigenous people. Some states and cities in the U.S. have officially changed the day to Indigenous People’s Day. Similarly, it is celebrated as <i>Día de la Raza</i> , “Day of the Race”, in Spanish-speaking countries and communities.]
October 17		INTERNATIONAL DAY FOR THE ERADICATION OF POVERTY Call to action for the eradication of poverty and destitution worldwide.
October 17–25		NAVARATRI • Hindu Nine-day festival celebrating the triumph of good over evil. It worships God in the form of the universal mother commonly referred to as Durga, Devi or Shakti, and marks the start of fall.

November 2020

November	Full Month	NATIONAL AMERICAN INDIAN HERITAGE MONTH Celebrates and honors the history and culture of Native Americans and indigenous people in the United States.
November 1		ALL SAINTS' DAY • Western Christian Commemorates all known and unknown Christian saints. Eastern Christianity observes it on the first Sunday after Pentecost.
November 2		ALL SOULS' DAY • Christian Commemoration of all faithful Christians who are now dead. In Mexican tradition it is celebrated as <i>Día de los Muertos</i> between October 31 and November 2, and is an occasion to remember dead ancestors and celebrate the continuity of life.
November 3		MAWLID AL-NABI (Also known as MILAD AL-NABI) • Islamic (Shi'a) The observance of the birthday of Islam founder Prophet Muhammad, which is celebrated in Rabi' al-awwal, the third month in the Islamic calendar. Sunni Muslims celebrate it five days earlier than Shi'a Muslims.
November 3		ELECTION DAY A day set by U.S. law for the election of public officials.
November 9–10		KRISTALLNACHT Commemorates the 1938 pogrom against Jews throughout Germany and Vienna.
November 11		VETERANS' DAY Honors military veterans and the U.S. Armed Services.
November 14		BANDI-CHHOR DIWAS • Sikh A commemorative occasion having no fixed date which occurs in October or November and celebrates the release of the Sixth Guru Har Gobind Sahib from imprisonment and coincides with Diwali, the Hindu festival of lights.
November 14		DIWALI • Hindu Also called <i>Deepavali</i> , "Festival of Lights", it celebrates the victory of good over evil, light over darkness, and knowledge over ignorance.
November 16		INTERNATIONAL DAY FOR TOLERANCE Emphasizes the dangers of intolerance and is a call to action for the advancement of human welfare, freedom and progress everywhere, as well as a day to encourage tolerance, respect, dialogue and cooperation among different cultures and peoples.
November 16–20		AMERICAN EDUCATION WEEK Celebrates public education and honors individuals who are making a difference in ensuring every child in the U. S. receives a quality education.
November 20		TRANSGENDER DAY OF REMEMBRANCE Memorializes those who were killed due to anti-transgender hatred or prejudice.
November 25		DAY OF THE COVENANT • Bahá'í Day of the Covenant is a festival observed to commemorate Bahá'u'lláh's appointment of His son, Abdu'l-Baha, as His successor.

November 26

THANKSGIVING DAY

Following a 19th century tradition, it commemorates the Pilgrims' harvest feast in the autumn of 1621. It is considered by some to be a "national day of mourning," in recognition of the conquest of Native Americans by colonists.

**November 29–
December 24**

ADVENT • Christian

Advent is a season of spiritual preparation in observance of the birth of Jesus. In Western Christianity, it starts on the fourth Sunday before Christmas. In Eastern Christianity, the season is longer and begins in the middle of November.

November 30

GURU NANAK DEV JI'S BIRTHDAY • Sikh

A very important holiday in the Sikh faith as Guru Nanak Dev's was the First Guru of the Sikhs and the Founder of Sikhism. He was born in mid-November; the holiday is celebrated according to the lunar date.

December 2020

December 1	WORLD AIDS DAY International day of action on HIV and AIDS.
December 3	INTERNATIONAL DAY OF PERSONS WITH DISABILITIES Raises awareness about persons with disabilities in order to improve their lives and provide them with equal opportunity.
December 8	BODHI DAY • Buddhist Also known as <i>Rohatsu</i> , commemorates the day that the Buddha, Siddharta Gautama, experienced enlightenment or spiritual awakening (bodhi). Celebrated on the eighth day either of December or the 12th month of the lunar calendar.
December 10	HUMAN RIGHTS DAY On this day in 1948 the United Nations General Assembly adopted the Universal Declaration of Human Rights.
December 11–18	CHANUKAH • Jewish Eight-day “Festival of Lights”, also known as <i>Hanukkah</i> , celebrating the rededication of the Temple to the service of God in 164 BCE. Commemorates the victory of the Maccabees over the Greek King, Antiochus, who sought to suppress freedom of worship.
December 12	OUR LADY OF GUADALUPE • Christian Celebrates the apparition of the Blessed Virgin Mary (by her title, Our Lady of Guadalupe, the Patroness of Mexico and the Americas) before Juan Diego, an indigenous convert to Roman Catholicism, on the Mexican hill of Tepeyac in 1531.
December 15	BILL OF RIGHTS DAY Commemorates the signing into law of the ten original amendments of the United States Constitution in 1791.
December 21	WINTER SOLSTICE Marks the first day of the season of winter. The length of time between sunrise and sunset is the shortest of the year with the sun shining closest to the Southern Hemisphere and the farthest from the Northern Hemisphere.
December 24	CHRISTMAS EVE • Christian Celebration of the arrival of Mary and Joseph in Bethlehem for the birth of Jesus.
December 25	CHRISTMAS • Western Christian Commemorates the birth of Jesus.
December 26 2020– January 1, 2021	KWANZAA A seven-day celebration honoring African American heritage and its continued vitality. “Kwanzaa” means “first fruits (of the harvest)” in Swahili.
December 29	WOUNDED KNEE DAY On December 29, 1890 more than 200 Lakota Sioux were massacred by U.S. troops at Wounded Knee in South Dakota.

December 31**NEW YEAR'S EVE**

In the Gregorian calendar, New Year's Eve, the last day of the year, is on December 31. In many countries, New Year's Eve is celebrated at evening social gatherings, where many people dance, eat, drink. etc.