

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

Agenda Item

DATE: March 20, 2019

ITEM: 7E.

ITEM DESCRIPTION: 2019 Work Plan

Background

The Commission has previously discussed identifying issues, topics or projects for the 2019 Work plan. Attached is an updated 2018-2019 Work Plan as a starting point for discussion.

Recommendation

None. Discussion only

Attachments

- A. Work Plan Schedule

Human Rights, Inclusion and Engagement Commission Annual Workplan

	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19
Proclamation Updates	Review drafts	Review drafts	Review drafts	Finalize & send to city council for approval. Finalize pilot proclamation recommendation	Review drafts	Launch pilot proclamation planning		Finalize remaining proclamations	Review final proclamations w/ Council			
Community Engagement Special Project	Draft survey questions. Outside B.P. Research Conduct staff survey Compile community demographic information			Review Survey Results. Plan interview needs Conduct interviews Plan outreach strategy w/ city staff.	Compile survey and interview results into best practice document.			Continue creating best practice document & conducting community outreach	Present best practice document and recommendations to City Council. Receive direction for next steps in 2019.	Begin to conduct community leader outreach Compile community contacts/leaders list		
Essay Question	Finalize Question and Send to Schools.				Review and refine scoring rubric			Review and choose winning essays		Discuss Question Ideas	Draft Question	Finalize Question
Rosefest party in the park	Review participation							Discuss participation & plan activity	Recruit volunteers	Develop activity materials	Develop activity materials.	Participate in PIP.
Rosefest Parade							Application	Discuss participation in 2019			Parade	
Training				Complete Community Engagement & Inclusion Training								
Misc. Items					Discuss how to integrate business community into commission's work.	Review 2018 Work Confirm 2019						