

**a. Best Practices Update**

Chair Beltmann reviewed the history of this item with the Commission to bring new Commissioners up to date.

Chair Beltmann noted Commissioner Macomber and herself met in July with Ms. Olson and talked through what would really be helpful in terms of the document. Commissioner Macomber and she talked about what the document could look like and shared parts of the document and then discussed with Ms. Olson about how the document can be utilized by staff.

Chair Beltmann indicated a couple of things that have come out of the conversation, one idea is as a starting point, this fall or the beginning of next year, ask the Council, staff and potentially the different Commissions to do a community engagement assessment. This will give them an idea of where the city is at, an understanding of engagement and how the community is engaged. A next step to the staff survey that was done.

Chair Beltmann explained in the packet there is information on an organization called “Nexus Community Partners in the Twin Cities” and on their website there is an assessment tool. The idea is to give the tool as is with the instructions to city Council, staff and the Commissions and have them work through this tool so that as the Commission finalizes the Best Practice document, the Commission also has something that can be pointed back to in terms of a baseline starting point.

Chair Beltmann noted on the Best Practice document there are a couple of things to note. The first is to format the document to make it much less of a written document people have to read through but more of a guide and a tool kit. She reviewed possible ways the document could be structured with evaluations and information to guide staff.

Commissioner James suggested looking at a recommendation that key staff that are passionate about training attend a nexus training in order to take it back and share as often as needed.

Chair Beltmann noted Ms. Olson and some other staff have gone through the GARE training and there has been training and part of the hope with this is to use the nexus document for a potential baseline and other recommendations that come out of this will be tied to the GARE work so that staff internally who have gone through that training can help to champion this work through and that it all ties together. She agreed it was important for staff to be trained on diversity and engagement.

Commissioner Allen thought that part of this, on a yearly basis, there needs to be some sort of a schedule for presenting to Commissions and staff.

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Commissioner Macomber reviewed the evaluation information with the Commission. She noted the key to evaluation is looking at it in the pre-planning stage. She thought this also, if done properly, will line up with GARE and what the Council wants.

Commissioner Allen thought this was a really important thing to do and will help streamline the process so there are not duplications.

Chair Beltmann summarized the timeline with the Commission.