

Roseville Human Rights, Inclusion and Engagement Commission

Agenda Item

DATE: March 17, 2021

ITEM: 7B.

ITEM DESCRIPTION: March Work Plan Updates

Background

Updates will be shared by the various Lead Commissioners on the 2021 Work Plan.

Work Plan Item	Update	Lead Commissioner	Next Steps
Essay Contest:	The deadline for submissions is March 10. Staff met with Joanna Tzenis and Bri Fisher from the U of M Extension (4H). Attachment A provides details on ideas for recognition	Richard	Finalize recognition for entries
Rosefest Parade Engagement	At the last meeting, the consensus was to have commissioners reach out to the Karen Organization of MN (KOM) – tied to the proclamation for Asian and Pacific Island Heritage month (May) as well as the Native American community – tied to the work being done regarding Pocahontas park	Etienne/Keith	Provide updates and finalize group participation. Submit application & narrative.
Rosefest Parade Commission spot	The consensus at the Feb meeting was to have a	Etienne/Keith	1. Provide further clarification on details for theme.

	theme around the COVID vaccine		2. Identify next steps with recruiting other commissions to participate
Community Feedback Response	Subgroup to research how other cities address it.	Grace	
Commission Recruitment	This will be part of the Strategic Racial Equity Action plan and the city's Strategy Team will lead this work in partnership with the DEI consultant and HRIEC.		Beverly will develop recommendations and assist with youth commissioner recruitment. Youth Commissioner.
Commission Interviews			
Commission Onboarding	Information is presented as Attachment B for ideas on materials and roles for onboarding.	Richard/Beverly	Finalize details to be included in onboarding draft.
Community Outreach		Monica/Keith	

Recommendation

Provide updates on each work plan item and next steps for the February meeting.

Attachments

- A. Roseville Speaks Out
- B. Onboarding documents

Interviews with participants

CTV

ArtsRoseville

Certificate of Participation to all who submit

Display in the Library

Article in City Newsletter

If possible, make available on city/HRIEC Website or have a separate site for submissions to be seen/read

Make contact with [Do Good Roseville](#) to acknowledge participants

If possible, coordinate with [Schoology](#) with a link to submissions

“Ice cream” gift certificate

Recommendations for On-Boarding New Commission Members

1. Provide Commissioners Handbook (staff responsibility)
2. New Commissioner Orientation (staff responsibility)
3. What is our Role? (buddy/ Chair responsibility to discuss)
4. What is hoped as a commissioner? (buddy/chair responsibility to discuss)
5. List of HRIECCommissioners with contact Information (Chair/ Staff prepare and print info)
6. Chairperson assigns one current commissioner as a ‘buddy’ (chair, Vice-Chair responsibility)
7. Copy of current Work Plan (Chair/Staff make available; buddy/chair discuss with new member)
8. Chair/ Vice-Chair / buddy meet with new commissioner prior to first two or three meetings (Chair, Vice Chair/ Buddy responsibility)

Buddy conversation topics prior to first meeting:

How HRIEC Meetings work

The powers/role of the HRIEC

Discussion of current Work Plan

Review Open meeting rule and implications: What is said at public meetings is public to everyone

Encourage new member to watch a recording of a previous meeting

What is Hoped of us as Commissioners?

It is highly suggested that we ...

Show up and be seen in the community: participate in community activities and don't be afraid to identify yourself as a member of the HRIEC.

Volunteer extra time as appropriate: volunteer to be a part of the work plan sub groups, attend city council meetings and participate in community events as often as you are able.

Communicate: Talk to members of the community and relay information and insights you gather to fellow commissioners. We all need to understand what our fellow citizens feel about the city.

Be a Roseville booster: This is your community. Being a proud member makes your involvement even better.

Practice HRIEC Public Relations: When you talk to fellow citizens:

Note what topics, questions, misconceptions or feelings they have and relay them to the commission as appropriate

Get names and contact information if appropriate

Direct people to the city and HRIEC website

Follow up with contacts as appropriate

Refer anything you can't answer to the Commission Chair or staff liaison

We Are Volunteers: As mentioned previously, this is a volunteer position. We all have varying demands on our time. Start somewhere and do what you can.

What is Our Role?

Feeling a little adrift when first starting is typical. We all felt that way at the beginning. Here are some initial considerations to keep in mind as a member of the HRIEC:

We Serve

HRIEC commissioners serve the citizens of Roseville and make recommendations to City Council regarding Human Rights, Inclusion and Engagement issues. There are ten of us, including a Youth Commissioner plus a staff liaison to the city.

We Rely on Others

We rely entirely on each other and staff to accomplish our goals, provide information, explain what we are supposed to know, outline key issues, stay abreast of upcoming matters and report to City Council on a regular basis. We look for feedback from our Roseville citizens.

We Interact With People

Our role is to reflect what is happening in the community, listen and talk to residents and key stakeholders, relay all relevant information to fellow commissioners and staff, and to support fellow commissioners.

We Volunteer

This is a volunteer position. We all have different demands on our time. So, start where you are, use your gifts and talents and do what you can.

We appreciate your energy, commitment and willingness to serve and value your input !

