

1 **Human Rights, Inclusion and Engagement Commission**  
2 **Meeting Minutes**  
3 **DRAFT – July 21, 2021 - DRAFT**  
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6 **Commissioners Present:** Amanda Becker, Richard James, Grace Lee, Kathryn Macomber,  
7 and Laura Palmquist.  
8

9 **Youth Commissioners:** Beverly Yiling Xie  
10

11 **Commissioners Absent:** Keith Allen, Etienne Djevi, Paul Haas, Adepeju Solarin  
12

13 **Staff Present:** Thomas Brooks, Equity and Inclusion Manager, Mark Gaughan,  
14 City Attorney  
15

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

18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to  
19 order at 6:30 p.m.  
20

21 **Approve Agenda**  
22

23 Vice Chair Lee indicated the Item on Conversion Therapy Ban Ordinance Discussion should be  
24 moved directly after approval of the agenda.  
25

26 Commissioner Palmquist moved and Commissioner Macomber seconded a motion to approve  
27 the Agenda as presented. Motion passed unanimously.  
28

29 **Conversion Therapy Ban Ordinance Discussion**  
30

31 Vice-Chair Lee introduced City Attorney Gaughan.  
32

33 Mr. Brooks reviewed previous discussion that from the Commission regarding this subject. He  
34 also discussed the Governors Executive Order and his discussion with Chair Djevi and Vice-  
35 Chair Lee. He indicated both Chair Djevi and Vice-Chair Lee wanted to move forward with this  
36 because the Executive Order is not reliable and also the Executive Order did not actually ban or  
37 prohibit Conversion Therapy. The Governor does not have the authority to do that.  
38

39 Commissioner James asked if the Executive Order covered religious organizations as far as  
40 Medicaid or Medicare, the payments to them. If a religious organization used conversion  
41 therapy and then tried to get reimbursement from the Government, he wondered if the  
42 Government would reimburse the religious organization under the Executive Order.  
43

44 City Attorney Gaughan indicated he did not have an exact answer for that. He believed everyone  
45 was still trying to sort through how the Executive Order is going to work. His expectation would

46 be that scenario would be extremely rare where a religious organization doing the religious  
47 practices would be seeking Medicaid or Medicare reimbursement.

48

49 Vice Chair Lee thought in order to be reimbursed from insurance there would need to be a  
50 licensed counselor. She knew some churches do have a counseling center with licensed  
51 therapists.

52

53 City Attorney Gaughan indicated he drafted the Ordinance with open space for the Commission  
54 to craft the purpose and findings for the Ordinance and he would then wordsmith and place them  
55 in the Ordinance.

56

57 Vice-Chair Lee indicated in discussion with City Attorney Gaughan that the Commission will  
58 post the draft Ordinance and welcome community feedback at the next Commission meeting, as  
59 well as at the City Council meeting where the Commission will be presenting the Ordinance and  
60 then for some of the findings, reach out to some of the people who already emailed the  
61 Commission and given feedback to make sure it is fine with them if some of the information is  
62 included in the Ordinance.

63

64 Youth Commissioner Xie asked if the people who provided the feedback be invited to the next  
65 meeting.

66

67 Vice-Chair Lee indicated everyone is invited but when the Commission asks them if it is ok to  
68 include their ideas then the people could be invited at that point.

69

70 City Attorney Gaughan noted if there are statements from licensing bodies or agencies that the  
71 Commission would feel is appropriate that would be a proper spot to include those.

72

73 Commissioner James wondered if it would be worthwhile for the Commission to consult the  
74 bans that have been issued in other cities throughout Minnesota in order to get some direction or  
75 idea on how to proceed. He wondered where that responsibility would lie.

76

77 Mr. Brooks indicated that was a directive from Council. The Council really wanted to hear from  
78 other cities that passed ordinances to know what challenges they have run into. That technically  
79 would be a HRIEC responsibility to do that before it is presented to Council. He noted he could  
80 help out where he can. He indicated he has reached out to Duluth and have heard back from  
81 them today. He understood this was one of the original models in the State, so every city has  
82 sort of derived their version from that.

83

84 Vice-Chair Lee indicated Chair Djevi, and Commissioner Peju are the only two people on the  
85 subcommittee for this and she wondered if there was another other Commissioner that would  
86 want to serve on this committee as well.

87

88 Commissioner Palmquist indicated she would be willing to help out.

89

90 Mr. Brooks noted this subcommittee would complete the Ordinance, conducting the research that  
91 the Council has asked for, making sure the community provides input and helping prepare a  
92 presentation for the City Council.

93

94 Vice-Chair Lee indicated they are hoping a lot of the work can be done before the next  
95 Commission meeting.

96

97 Commissioner Macomber indicated she would serve on the subcommittee as well.

98

99 Commissioner Becker indicated she would be willing to help put together the presentation to the  
100 City Council.

101

### 102 **Public Comment on Items Not on Agenda**

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#### 104 **Commission Response to Community Issues**

105 It was indicated an email was received from a resident that felt they were a target of micro-  
106 aggression. Mr. Brooks explained he reached out to the individual and directed that person to  
107 contact the Minnesota Department of Human Rights to file a report, which has a database that  
108 keeps track of all of the complaints and would be the ones to investigate if needed.

109

110 Youth Commissioner Xie indicated she sympathized with the person because she has also  
111 experienced micro-aggression stereotypes in the past. She was glad the individual was talking  
112 about this and reaching out. She thought there needed to be a procedure in place for these types  
113 of things that come forward.

114

### 115 **Approve Minutes**

116

117 **a. June 9, 2021 Human Rights, Inclusion and Engagement Commission**

118 **b. June 16, 2021 Human Rights, Inclusion and Engagement Commission**

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120 Youth Commissioner Xie indicated on line 43 of the June 16, 2021 minutes, the sentence should  
121 be revised to better capture what she meant.

122

123 Commissioner Macomber indicated on line 354 of the June 16, 2021, she was not sure if the  
124 sentence made sense so asked Mr. Brooks to review it and make appropriate changes.

125

126 Commissioner Macomber moved and Commissioner James seconded a motion to approve the  
127 June 9, 2021 and the June 16, 2021 Human Rights, Inclusion and Engagement Commission  
128 meeting minutes as presented. Motion passed unanimously.

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### 130 **Youth Commissioner Report**

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132 Youth Commissioner Xie indicated she did not have anything to report.

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### 134 **New Business**

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**a. CultureBrokers, LLC. Update**

Ms. Lisa Tabor provided an update on what CultureBrokers has been working on since the last update.

Vice-Chair Lee asked in addition to mapping the process is CultureBrokers looking at retention data and things like that as far as staffing Commissioner of color.

Ms. Tabor indicated they were doing that. She explained how CultureBrokers is tracking the data related to input, outputs and key decision inputs and that data does need to be aggregated by race, ethnicity, cultural group, and other meaningful differences that have been already identified in the equity strategic action plan areas.

Vice-Chair Lee indicated she did not know how many employees of color the City of Roseville has but she would like to implement an Employee’s of Color Resource Group. She thought having a group like that could help in diversity as well.

Ms. Tabor indicated in the process with staff CultureBrokers will be looking at people who not only own the process but use it, such as managers but also the people who are customers of the process, which would include people of color that have recently been hired and hired before as well as people who were not hired but did go through the process to a certain extent. The next phase CultureBrokers will be looking for that racial, ethnic, and cultural diversity to participate because that will be less insights into not only what is the process but how is it working.

Commissioner Becker indicated she was curious in understanding the communication plan and specifically this Commission’s role. She asked if the idea was every month the Commission would be presented with a status of the work and would CultureBrokers be looking for feedback from the Commission or what is the Commission’s role and what is CultureBrokers seeking from the Commission as far as input or is it more of the Commission to be mindful of the process that is happening.

Ms. Tabor explained her intention is that she is before the Commission every month to give an update.

Mr. Brooks reviewed the communication plan with the Commission and indicated he wanted to include this as a resource for the Commission.

Commissioner Macomber indicated she recently joined the League of Women Voters in Roseville, which encompasses four other communities, and the League has done research on equitable representation on boards and commissions for five communities. She asked if Ms. Tabor or Mr. Brooks were aware of that report.

Mr. Thomas indicated he was aware of the report but has not seen it.

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Mr. James indicated in 2020 the Commission spent a large amount of time on the toolkit that was supposed to go to each department and the City Council and various Commissions, and he wondered if that came under CultureBrokers purview

Mr. Brooks thought community engagement is definitely an important part of his role because they do not believe they can achieve equity without it, however, that is kind of another task in itself and something they want to integrate into everything they do but is another task in itself. He indicated they will certainly be taking a look at that toolkit as well. He noted staff is looking at a number of things as it relates to community engagement, training and the process and will take time but is a part of his role.

**b. Review of HRIEC and City Council Joint Meeting – July 12, 2021**

Vice-Chair Lee asked for observations from any of the Commissioners that were at the meeting.

Youth Commissioner Xie was happy that her idea of having an Asian American talk session was useful and inspiring. She felt like that was why she was on the Commission, to let more people know about the Asian American community.

Commissioner Macomber thought Chair Djevi prepared a great presentation and she thought it was well received by the City Council.

Commissioner James indicated he came away from the meeting feeling that the City Council is very supportive of what the Commission is doing.

**Other New Business or Reports**

**a. Work Plan Updates**

Vice-Chair Lee reviewed the Community Feedback Response work item with the Commission.

Commissioner James thought making sure there is some strong process of notifying people who make the City aware that there has been an accusation of a human rights violation and that the person knows the process and that there is something set up to help them work through it.

Mr. Brooks noted the Commission recruitment, interviews and onboarding work is on hold while they work on the SREAP.

Commissioner Becker thought she was added to the Rosefest Parade committee, and it is not reflected in the report.

**b. Essay/Art Contest Recommendations**

225 Commissioner James updated the Commission on the subgroup work being done on  
226 the Essay/Art Contest. He reviewed the recommendations that the subgroup came up  
227 with.

228  
229 Vice-Chair Lee indicated the school system feeds into the Mounds View District, she  
230 suggested this also include the Mounds View Schools as well as their homeschoolers,  
231 charter, and private schools.

232  
233 Youth Commissioner Xie explained she went to Park View Center School and at that  
234 time no teacher really talked to them about the essay contest, it was only taught at the  
235 middle school.

236  
237 Commissioner James was not sure which teachers are notified but thought it was  
238 social study teachers that were notified and wondered if there would be a way of  
239 expanding that to include perhaps language art teachers as well. He thought that  
240 notifying a wider range of teachers might be better and get more students involved.

241  
242 Commissioner Palmquist suggested including art teachers as well since it this is being  
243 opened up to art posters and other art projects.

244  
245 Commissioner Becker thought the monetary motivation is important because  
246 otherwise it puts a lot of onus on the teachers.

247  
248 Youth Commissioner Xie thought if the Commission were to do a promo video it  
249 could be put on the website as well as on NextDoor.

250  
251 The Commission was in favor of expanding the contest to include visual components  
252 such as a poster, collage, or photograph.

253  
254 Vice-Chair Lee indicated the project should include a title and the paragraph  
255 explaining their project should be three to five sentences, which would be optional.

256  
257 Youth Commissioner Xie thought that was good because she gets confused when the  
258 instructions indicate “a brief description”.

259  
260 Commissioner Macomber explained a rubric is provided to the teachers as well and  
261 they are encouraged to provide that to the students as well.

262  
263 Commissioner James suggested there be a subgroup to read the essays and review the  
264 artwork and bring forth the best ones to the rest of the Commission.

265  
266 Youth Commissioner Xie asked how the subgroup would measure the best ones.

267  
268 Commissioner James indicated it would be done the same way as last year.

269

270 Commissioner Macomber liked what Commissioner James proposed.

271  
272 Commissioner Becker thought for the future it might be interesting to do this in a  
273 public place with judging be done that night and it would get the community involved  
274 as well.

275  
276 Mr. Brooks asked Commissioner James to send him an updated copy of the report  
277 with a breakdown of the prizes in order to give it to communications.

278  
279 **c. Monthly Proclamations Recommendations**

280 Commissioner James reviewed the proclamations recommendations that the subgroup  
281 came up with for the Commission to review.

282  
283 Mr. Brooks indicated the proclamations will be promoted on the main page of the  
284 City Newspaper as well as promoting them on the City website, social media and  
285 through email. He thought the Commission might want to create some educational or  
286 organizational resources to be uploaded as well on the equity page of the website. He  
287 noted there are funds available from the Parks & Rec to celebrate Hispanic Heritage  
288 month with an event in 2022.

289  
290 Mr. Brooks explained he liked the idea of working with 9North to create original  
291 programming related to the proclamations being focused on. He recommended in the  
292 next workplan to have a subgroup to work specifically on programming so that next  
293 years budget the Commission can ask for the \$5,000 or \$2,500 if there is only one.  
294 He thought the Commission needed to have a plan to bring forward to the City  
295 Council.

296  
297 Commissioner Palmquist liked the idea of working with the Roseville Library to  
298 display a proclamation theme and felt it would draw people in.

299  
300 Commissioner James indicated he saw this as a long-range plan and each year this  
301 would grow so that anyone who is interested can find out more information and  
302 become better informed. He asked Mr. Brooks what the view of the City working  
303 with Do Good Roseville was. He noted in the past they were told they needed to be  
304 careful about how much the Commission did with that group.

305  
306 Mr. Brooks thought things have changed and that relationship is improving. He noted  
307 he has been working on Juneteenth and having the City be more directly involved in  
308 helping to grow that event so that is something that staff will be working on. He did  
309 not think a proclamation was needed for it, but he thought that is something the  
310 HRIEC could be involved in as well. He would like to see more community  
311 discussions, conversations, educational sessions, and he thought the struggle right  
312 now was trying to figure out who plans that, takes the lead on that, sets the  
313 parameters, anything that the City does and partners with Do Good Roseville on will  
314 need Council approval until that trust is built.

315  
316 Commissioner Macomber wondered if using the display cases in City Hall was worth  
317 decorating each month because she was not sure how many people actually saw them  
318 other than City staff.

319  
320 Commissioner Palmquist thought discussions and panels are going to have more  
321 impact, even if they are only held each quarter.

322  
323 Mr. Brooks thought the decision to use the display cases was up to the Commission.

324

### 325 **Staff Updates**

326

327 Mr. Brooks updated the Commission on:

- 328 • SREAP Updates – He indicated he was working on the process mapping.
- 329 • Communications Plan – Working with CultureBrokers, LLC on this.
- 330 • Rice Larpenteur Alliance event with MAC on August 14
  - 331 ○ Vice-Chair Lee indicated Corey called her and this event is four hours long. She
  - 332 indicated the Commission needed to decide if they wanted to participate and if so
  - 333 the Commissioners need to sign up for time slots. She thought the Essay Contest
  - 334 could be promoted there as well. She explained she will send out an email to see
  - 335 who would like to participate.
  - 336 ○ Commissioner Becker indicated she started a presentation for the community
  - 337 outreach and engagement about trying to create a brand identity around the
  - 338 Commission. She thought there could be audio equipment there for community
  - 339 stories.
  - 340 ○ Vice-Chair Lee asked if the Commission could have the Communications
  - 341 Department work on something the Commission could hand out at the event.
  - 342 ○ Commissioner James indicated he could have his granddaughter try to work on a
  - 343 logo and would submit something to Mr. Brooks for City approval.
  - 344 ○ Youth Commissioner Xie thought at the event the Commission could promote the
  - 345 Youth Commissioner position as well.
  - 346 ○ Commissioner Palmquist thought it will be a great place to connect with younger
  - 347 people.
  - 348 ○ Commissioner James indicated this might be a great place to collect community
  - 349 contacts. The Commission could have a signup for people to put their contact
  - 350 information on.
- 351 • Housing Navigator – The Police Department will be bringing in a Housing Navigator for
- 352 one year. He explained to the Commission what that person will be doing. He thought
- 353 this will be a good resource for the City to have.
- 354 • Youth Commissioner Attendance and Voting – Youth Commissioner Xie agreed to be a
- 355 voting member.
- 356 • In Person Meetings

357

### 358 **Announcements**

359



360 **Future Agenda Items**

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362 **Adjournment**

363

364 Commissioner Macomber moved, and Commissioner Palmquist seconded a motion to adjourn.

365 Motion passed unanimously.

366

367 Vice-Chair Lee adjourned the meeting at 8:26 p.m.

368

369 Respectfully submitted,

370

371 Sue Osbeck

372 *TimeSaver Off Site Secretarial, Inc.*