

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **DRAFT – October 20, 2021 - DRAFT**
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6 **Commissioners Present:** Keith Allen, Etienne Djevi, Richard James, Kathryn Macomber,
7 Laura Palmquist, and Adepeju Solarin (Peju).
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9 **Youth Commissioners:** Beverly Yiling Xie
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11 **Commissioners Absent:** Amanda Becker, Paul Haas, David Sindiga (excused)
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13 **Staff Present:** Thomas Brooks, Equity and Inclusion Manager
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15 **Call to Order/Roll Call**
16

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

20 **Approve Agenda**
21

22 Commissioner Macomber moved and Commissioner Palmquist seconded a motion to approve
23 the Agenda as presented. Motion passed unanimously.
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25 **Public Comment on Items Not on Agenda**
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27 **Commission Response to Community Issues**
28

29 **Approve Minutes**
30

31 **a. September 22, 2021 Human Rights, Inclusion and Engagement Commission**

32 Chair Djevi noted a few changes he made and subsequently submitted to Mr. Brooks.
33

34 Commissioner Solarin moved and Commissioner Allen seconded a motion to approve the
35 September 22, 2021 Human Rights, Inclusion and Engagement Commission meeting minutes as
36 presented. Motion passed unanimously.
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38 **Youth Commissioner Report**

39 Youth Commissioner Xie indicated she did not have any new business to report.
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41 **New Business**
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43 **a. League of Women Voters Presentation on Study Regarding Equitable**
44 **Representation on City Commissions**

45 Ms. Rita Mills, Roseville Area League of Women Voters made a presentation to the
46 HRIEC.

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Chair Djevi thanked Ms. Mills for the presentation.

Commissioner Peju asked if she could have access to the presentation.

Ms. Mills indicated she would send her script to Commissioner Peju.

Commissioner James explained he has been the Lead Commissioner with helping with the onboarding process. When the Commission comes up with a final document, or final proposal, how would the Commission share that with the League and with other communities. Does the League have a process set up for doing that.

Miss Mills indicated because the League is a small study team, five people, most of Roseville residents, she thought they could work on that with Commission help on contacting and would be appreciated.

Chair Djevi asked if the League could be a liaison for sharing of information between City Commissions.

Ms. Mills explained she could not speak for the League in that respect but did not think that was possible. She thought that would be overstepping bounds a little bit. She indicated informally, if something were developed regarding this issue, she thought the other cities would be open to communication.

Commissioner Peju indicated the Commission has had residents of Roseville email the Commission directly as well and try to keep a spreadsheet of that. Whenever the League is ready they can email the information to the Commission.

Ms. Mills explained in that particular area she would need some guidance. In terms of distributing the material because their study group was quite focused. For them to get into sharing things across the cities they would need to be careful. She indicated she would definitely need to go back and get advice on that.

Chair Djevi thought the other cities around Roseville are probably curious about what the Commission is doing just like the HRIEC is curious about what other cities are doing. Another way of not getting the League involved is direct communication with other cities to find out what is working and what is not and hopefully learn from each other.

b. CultureBrokers, LLC Update

Mr. Brooks indicated Ms. Lisa Tabor from CultureBrokers was not in attendance for the meeting to give an update so he would give the update as a part of the staff update.

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c. Discussion and Public Comment on Conversion Therapy Ban Ordinance

Chair Djevi summarized the proposed Ordinance Prohibiting Conversion Therapy.

Commissioner Palmquist indicated she received a list of people that have reached out to them from other Commissioners and she sent out an invitation to them to this meeting and also emphasized the City Council meeting where the Commission will actually be presenting. She also told the individuals to write to the City Council on this subject as well.

Commissioner Palmquist explained she also reached out to a couple of people at ROZ, she has not heard back from them yet but did connect to two therapists there at the vigil the other night for Principal Brian Koland. They are very excited and willing to share this information. She indicated she is putting together an email with the Ordinance and all the information and those therapists will spread the word.

Commissioner Palmquist reviewed key dates with the Commission.

Mr. Brooks explained he has also been reaching out as well to supplement what the Commission is doing. He noted he had an organization reach out, Dignity Twin Cities, about donating a tree. He did reach out to an individual who is willing to speak at the November 8th meeting. He also reached out to the schools but has not heard back yet. He indicated he has not yet connected with the progressives' group yet. Ms. Olson did meet with them about youth commissioner recruitment so they did have an opportunity to mention that. He did want to formally send an invitation to them as well. He indicated the Ordinance is ready and will include any communications received in the packet for Council. He believed it will be included in the packet as discussion so they want to be clear on what the request is for the Council, in terms of approving the Ordinance.

Commissioner Peju explained as it comes to this topic of the Conversion Therapy Ban, she wanted to say that she thought there might have been emails earlier that she has not added to their spreadsheet that may not be in favor of the ban. As a HRIEC Commission, regardless of what the Commissioners opinions are, she wanted to make sure that all citizens, especially those that reach out to them feel heard, even if their thoughts, comments and perspectives may not reflect whatever the decision is. She indicated she will go through her emails again and get those ones to the Commission.

Commissioner James thought his recollection was that those people were out of State and not local residents. He asked if the Commission should include those comments if they are not residents of Roseville.

Commissioner Peju indicated she had a different recollection. One or two individuals seem to have Roseville addresses.

137 Commissioner James thought he had all of those in a file. He indicated he would look
138 and send the information to her.

139
140 Commissioner Xie indicated she had questions about reaching out because she did
141 know students in the LGBTQ community that are also a part of the gay/straight
142 alliance at her school. She thought the teacher would talk to the students about it in
143 that club but apparently she has not replied yet so she wondered if she should reach
144 out to the students personally and talk about it with them. Also, if she talked to the
145 students about it, how should she bring it up.

146
147 Mr. Brooks indicated there would be only two opportunities to do that between this
148 meeting and November 8th. He thought Youth Commissioner Xie could certainly
149 work with her fellow classmates and even reach out to that sponsor. The sponsor did
150 reply and indicated she would bring this up to the group last week. He has not heard
151 back from the sponsor on the feedback that was received or if that actually happened.

152
153 Chair Djevi thanked the subgroup for all the work done. He thought the community
154 was proud of the work being done.

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156 **d. Work Plan Updates and Discussion**

157 Chair Djevi summarized the Work Plan with the Commission he asked for updates
158 from group heads.

159
160 Commissioner James updated the Commission on Basic Onboarding Guidelines. He
161 indicated he tried to organize the activities with who was responsible for what items.

162
163 Mr. Brooks indicated as a part of the Board and recruitment process for the SREAP,
164 staff is also going to be looking at after the fact, also revamping the Commission
165 orientation as well, which is a part of the onboarding process. That is something he
166 has in store for staff as well coming up.

167
168 Commissioner James asked if the Commission needed to add that as an item number
169 three or could that just be included in the new commissioner orientation from staff.

170
171 Mr. Brooks explained that should be included in the new commissioner orientation. If
172 there is anything the Commission might want to highlight in the process, just to
173 reiterate, it is the community aspirations, and something that is important to always
174 memorize. Those are the goals that a community collectively wants them to work
175 towards. That is sort of an easy thing to put in front of a new Commissioner so they
176 have somewhat of an idea what the Commission is working on.

177
178 Commissioner James indicated in the second section of the Basic Onboarding
179 Guidelines, under Staff and Chair/Cochair Responsibilities, he wondered with
180 number two, provide a list of current commissioners with contact information, a
181 couple of the comments he received back from a couple of the oldest new

182 Commissioners was that the ability to be in touch with Mr. Brooks and Ms. Olson. He
183 wondered if staff should be included in that wording.

184
185 Mr. Brooks thought staff should be included.

186
187 Commissioner James indicated he would include staff in number two. He reviewed
188 “Buddy Responsibilities” with the Commission and noted that this is not a closed list
189 and there are other things that can and should be added as the Commission goes
190 through this. He asked once this is approved by the Commission is this going forward
191 to the City Council for their approval.

192
193 Mr. Brooks explained there is no reason this needs to be approved by the City
194 Council, it is only an onboarding process for the Commission and how it operates.
195 What he would do, is with the next Council update, include a high-level overview of
196 this process and communicate that the process has been formalized and there is
197 something in place going forward.

198
199 Commissioner James suggested when this is presented to the Council that this be
200 shared with all of the Commissions in Roseville. He asked how this onboarding
201 process can be kept so it is not forgotten to be used in future years.

202
203 Chair Djevi thought when this is presented to the Council the Commission seek their
204 advice on how to share the information. He wondered if this could be included in the
205 Commissioner Onboarding booklet that the Commissioners receive when starting out.
206 He thought they could ask Chairs of the different Commissions to take some
207 leadership to make sure this is applied to each Commissioner when beginning.

208
209 Mr. Brooks thought the two biggest changes are the buddy system and the document
210 about what is the Commission role and what is hoped as a Commissioner. Staff could
211 update the best practices in the Commissioner handbook as well as revamping the
212 Commissioner orientation as well. The Commissioner orientation happens once a
213 year in March/April. Staff can work to get this updated as best practices and to get
214 this shared and communicated with the other Commissions as well.

215
216 Commissioner Peju thought Commissioner James made a good point because she has
217 been on two Commissions and did not recall receiving a handbook specifically for as
218 a general overview. He thought there should be some implementation and that the
219 orientation is a good idea as long as the City keeps doing that.

220
221 Chair Djevi thought the “Buddy” is something new that was started in 2021 and he
222 personally thought that has made a lot of difference in getting people up to speed. He
223 wanted to make sure other Commissions take that as best practice on their
224 Commissions as well and not just in the handbook but actually used in practice.

225

226 Commissioner Allen thought the Commission should offer to share this but they
227 should also own it and lead by example. He thought there was an opportunity if there
228 are job descriptions within the Commission. He has really liked how they have been
229 doing this over the last year and recently.

230
231 Youth Commissioner Xie thought if they lead by example, like Commissioner Allen
232 stated, other people will see the results and see that the new Commission Members
233 are happen with the system and then they will buy into it that way.

234
235 Ms. Brooks indicated he has heard comments over the last several months about how
236 well this Commission is doing. People are seeing the results and they could do more
237 to communicate it and formalize the process but there is something to be said about
238 leading by example and continuing to do what the Commission has been doing.

239
240 Chair Djevi asked for an update on the Essay Contest.

241
242 Mr. Brooks thought the Commission should continue to promote the contest and to
243 send out reminders as they get closer to the end of the year. He indicated this will be
244 included in the next two newsletters as reminders to the community.

245
246 Commissioner James indicated he planned on the sub-committee meeting in
247 December to start preparing for submissions that will be coming in.

248
249 Chair Djevi indicated there is nothing going on with the Roseville Parade at this time.
250 He updated the Commission on the Community Feedback Response. He noted he is
251 waiting for an email from previous Commission Lee on this subject.

252
253 Chair Djevi asked for an update on Proclamations.

254
255 Commissioner James indicated he was waiting to see where they needed to go on this.
256 He explained they need to start thinking about how to proceed forward with this. His
257 thought is that the sub-group would meet after this meeting and work out the details.

258
259 Chair Djevi thanked everyone who chose one or two proclamations to cover. He
260 reviewed the Commissioners that will be in charge of each proclamation.

261
262 There was discussion on what Commissioners will be working on each proclamation
263 throughout the year and their roles.

264

265 **Other New Business or Reports**

266 **a. Staff Updates Report**

267 Equity and Inclusion Manager Brooks reported on the following:

- 268 • SREAP updates on process mapping in workgroups including Board and
269 Commission Recruitment

- 270 • Staffing updates including a Housing Navigator, BIPOC Business Interns,
271 Community Relations
- 272 • Youth Commission Recruitment
- 273 • Community Engagement Equipment/Material
- 274 • In Person/Hybrid Meetings
- 275 ○ At this time, the November meeting will be in person unless Mayor Roe
276 extends the Hybrid meetings.

277
278 Chair Djevi thanked Mr. Brooks for the update. He asked Mr. Brooks if there was
279 a reason there was not any Youth Commissioner applications.

280
281 Mr. Brooks believed the City needs to get this in front of the youth in the
282 community and promote these opportunities. He did not think it had to do with
283 changes made to the voting or anything like that. He also thought they needed to
284 find clearer ways to advertise the opportunity with the youth in the community.

285
286 Commissioner Palmquist indicated she works with someone who teaches Social
287 Justice and they have their own program in the Social Studies department and
288 once a month someone is required to go in and talk about what they are working
289 on. She wondered if that was a partnership they could work on with the school.

290
291 Chair Djevi thought this is something the Commission should work on, not only
292 for their Commission but for other Commissions as well.

293
294 Youth Commissioner Xie thought the youth have a lot of things going on and in
295 order to interest them the Commission would need to really sell it to them. She
296 indicated she could be a good tool to recruit youth commissioners.

297
298 Chair Djevi thought this should be put on a future agenda for further discussion
299 on how the Commission could help with Youth recruitment.

300
301 The Commission concurred.

302
303 Chair Djevi recapped the discussion.

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305 **Announcements**

306 Vice Chair McComber indicated on November 7th from 11-12 there will be a dedication
307 at McCarrons Park.

308
309 Chair Djevi explained the City is putting together a celebration of Hispanic Heritage
310 Month in 2022 and he is a part of the sub-group committee along with Vice Chair
311 McComber. He recapped the last meeting of the sub-group and asked the Commission to
312 forward anyone to the sub-group on how the festivities should look.

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314 **Future Agenda Items**

315 **a.** Youth Commission Recruitment Strategy

316 **b.** Ways to communicate with other cities

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318 **Adjournment**

319 Commissioner McComber moved and Commissioner Allen seconded a motion to adjourn.

320 Motion passed unanimously.

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322 Chair Djevi adjourned the meeting at 8:38 p.m.

323

324 Respectfully submitted,

325

326 Sue Osbeck

327 *TimeSaver Off Site Secretarial, Inc.*