

1 **Human Rights, Inclusion and Engagement Commission**  
2 **Meeting Minutes**  
3 **JANUARY 27, 2021**  
4

5 *Pursuant to Minn. Stat. 13.D.021,*  
6 *Human Rights, Inclusion and Engagement Commission members, City Staff, and*  
7 *members of the public participated in this meeting electronically*  
8 *due to the COVID-19 pandemic.*  
9

10  
11 **Commissioners Present:** Keith Allen, Monica Bolinger, Etienne Djevi, Richard James,  
12 Grace Lee, Kathryn Macomber, and Lauren Peterson  
13

14 **Youth Commissioners:** Beverly Yiling Xie  
15

16 **Commissioners Absent:** Ahmed Hassan  
17

18 **Staff Present:** Rebecca Olson, Assistant City Manager  
19

20 **Call to Order/Roll Call**  
21

22 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to  
23 order at 6:30 p.m.  
24

25 **Approve Agenda**  
26

27 Acting Chair Djevi explained a young woman, Amanda Gorman, recited a beautiful poem and  
28 because this is a new year, he would like to have the Commission watch her recite the poem to  
29 remind the Commission why it is doing what it is doing.  
30

31 Commissioner Peterson asked the Commission will be talking about the recommendation to the  
32 City Council regarding Commission reappointments.  
33

34 Ms. Olson explained she was going to do that under announcements, but it could be done at the  
35 beginning of the meeting as well.  
36

37 Commissioner Peterson explained she wanted to make sure it was on the agenda and can be left  
38 under announcements.  
39

40 Commissioner Allen asked if the Culture Brokers introduction could be moved up to the  
41 beginning of the meeting.  
42

43 The Commission concurred.  
44

45 Commissioner Peterson moved and Commissioner Allen seconded a motion to approve the  
46 Agenda as amended. Motion passed unanimously.

47

48 **Amanda Gorman Poem**

49 A video was shown of Amanda Gorman’s poem at the 2021 Presidential Inauguration.

50

51 Acting Chair Djevi explained the poem sent a message that he would like the group to remember  
52 as it moves forward in the year.

53

54 **Public Comment on Items Not on Agenda**

55 No one wished to address the Commission.

56

57 **Commissioner Response to Community Issues**

58 There were no current issues.

59

60 **Approve Minutes**

61

62 **a. December 16, 2020 Human Rights, Inclusion and Engagement Commission**

63

64 Commissioner Macomber explained on the first page, line 42, her names was misspelled.

65

66 Commissioner Peterson moved and Commissioner Macomber seconded a motion to approve the  
67 December 16, 2020 Human Rights, Inclusion and Engagement Commission meeting minutes as  
68 amended. Motion passed unanimously.

69

70 **b. January 13, 2021 Human Rights, Inclusion and Engagement Commission**

71

72 Commissioner Peterson moved and Commissioner Macomber seconded a motion to approve the  
73 January 13, 2021 Human Rights, Inclusion and Engagement Commission meeting minutes as  
74 presented. Motion passed unanimously.

75

76

77 **Youth Commissioner Report**

78 Youth Commissioner Xie felt really regretful for missing the last two meetings, but her mental  
79 health was not doing so great. She indicated she spoke at a community conversation on race and  
80 it was focusing on microaggressions. This was like a partnership between Do Good Roseville  
81 and the Shoreview Human Rights Commission. She noted Kathy, the community member  
82 invited her to be a guest speaker. She spoke about her experience being Asian and facing  
83 microaggressions in this Country. She indicated it was very special to be able to share her  
84 experience to a group of white people about what she faces in this Country.

85

86 Youth Commission Xie noticed that the Human Rights Commission have made an  
87 announcement about the Essay/Artwork/Anything Else Competition on schoology and she was  
88 glad she did not need to contact anyone. She thought that was amazing to see. She also noted  
89 recently her school had all of the students fill out a survey regarding racial discrimination that the  
90 students might have witnessed and also transphobia and homophobia that the students might  
91 have witnessed earlier in the week. She thought this was out of the blue, but she filled it out and

92 she put down her input on what could be done in the school to be more inclusive to all of the  
93 students. The School is also forming a multicultural/racial council and she would be interested  
94 in collaborating with them because the two students that formed it, she actually knows one of  
95 them very well.

96  
97 Acting Chair Djevi thanked Youth Commission Xie for her report and hoped her mental health is  
98 better and noted if there is anything the Commission can do to help to reach out to the  
99 Commission.

100  
101 Commissioner Allen thanked Youth Commission Xie for sharing and explained the Commission  
102 is there for support and help.

103  
104 Youth Commissioner Xie appreciated the Commission’s concern. She indicated the Pandemic is  
105 hard on everybody and the stress impacts a person so much more.

106  
107 **New Business**

108  
109 **a. Introduction of Culture Brokers**

110 Assistant City Manager Olson introduced Ms. Lisa Tabor and Mr. Earl Ross of  
111 Culture Brokers.

112  
113 Ms. Lisa Tabor and Mr. Earl Ross of Culture Brokers introduced themselves and  
114 made a brief presentation of what Culture Brokers will do for the City of Roseville.

115  
116 Acting Chair Djevi thanked Ms. Tabor for the presentation.

117  
118 Commissioner James asked where the Police Department fit into this whole plan.

119  
120 Mr. Ross explained there are Police representatives on the Strategic Team. There is  
121 someone from the Roseville Police Department that will be a part of the Strategic  
122 Team along with other folks including City officials and IT folks.

123  
124 Commissioner James indicated he was wondering because he is on the Police  
125 Department reports list and he noticed there are a disproportionate number of African  
126 American’s who are stopped and detained and he wondered how much this plan will  
127 look into that aspect of it. He noted he was not disparaging the Police Department,  
128 but he thought it was an important thing to look into if the Team has not already  
129 thought about it or is not a part of what the Strategic Team will look at.

130  
131 Mr. Ross explained his work also involved Ramsey County, more broadly, working  
132 on their adult justice transformation work and one of the key things being worked on  
133 with County Attorney John Choy, along with the various Police Departments and  
134 Sheriff’s Department is looking at things like pretextual traffic stops, the very thing  
135 Commissioner James is talking about and the racial inequity around those stops. This

136 is something that Ramsey County is taking on, along with some other areas that are  
137 very specific to youth justice.

138  
139 Ms. Tabor explained their approach is also to be in alignment with other efforts that  
140 are going on in Roseville and with the Police Department. She expected within the  
141 strategic racial equity action plan there will be something to the effect of making sure  
142 that it is deeply integrated through the plan.

143  
144 Commissioner Macomber heard Ms. Tabor emphasis several times an area of focus  
145 on those who had authority, using their authority and she wondered if that could be  
146 flushed out a little more.

147  
148 Ms. Tabor explained this is encouraging leaders to really take a critical look at what  
149 power they have and power by understanding what decisions they can make  
150 themselves without other people. She reviewed a few examples of what she meant.  
151 She indicated it is a little bit more trying to dig in to addressing some of the typical  
152 excuses.

153  
154 Youth Commissioner Xie indicated the Youth Commissioner position is a little  
155 special from the other roles in this Commission. She wondered where Youth  
156 Commissioner's fit into this and what can she do.

157  
158 Mr. Ross explained when talking about community, it also involves young people and  
159 the schools and how are those young people engaged in this work. Culture Brokers  
160 also know that it is the youth voice that is really critical in a lot of this work. Even  
161 with the work, with respect to looking at the Law Enforcement and how that is  
162 occurring, there is actually within Ramsey County an MOU that is being established  
163 that is actually being born through young people. That very thing he is hoping to do  
164 in Roseville. He thought in terms of her role, Culture Brokers was looking to help  
165 with strategy, they are also looking to Youth Commissioner Xie to help them think  
166 through what the strategies are that are going to be necessary to engage young people  
167 in this work around racial equity. What are the appropriate tactics. How does the  
168 Commission need to ensure that young people's voices are being heard, not just at  
169 this table but at other tables as well. It is really important to have that youth voice in  
170 Roseville and he thought it was great that this particular Commission has a youth on  
171 its Board because it is such an important part of what they really see as being critical  
172 to work.

173  
174 Youth Commission Xie asked what the changes are that the Commission can look  
175 forward to.

176  
177 Mr. Ross explained Culture Brokers is going to be helping the Commission think  
178 about those changes that are necessary but is in collaboration in working with the  
179 Commission. He reviewed some items that Culture Brokers have worked on with

180 clients in the past. Part of the work Culture Brokers will do is work with Roseville to  
181 get the City to think about the change it wants to see.

182  
183 Commissioner James explained from his perspective, the Commission and City  
184 Council as a whole have had difficulties and are kind of stuck in reaching out to  
185 various communities. He also suggested Ms. Tabor to stick around and listen to  
186 discussions when she does visit the meetings because there are a lot of stuff that goes  
187 on in the meetings and does not necessarily get reflected in recommendations or other  
188 things.

189  
190 Ms. Tabor indicated she appreciated that comment and would love to do that because  
191 she could get a lot of insight.

192  
193 Acting Chair Djevi explained the Commission talked about getting input from the  
194 community, at least having community observation in this process and he wondered if  
195 Ms. Tabor had ways for the community to be engaged in this process that she could  
196 talk about or is this something that is going to come up later.

197  
198 Ms. Tabor explained the specifics will come later. She indicated the way this was  
199 done in the City of Minneapolis was primarily through workshops. Surveys could  
200 happen as well.

201  
202 Youth Commissioner Xie explained since there is a Pandemic and everyone is at  
203 home with meetings on ZOOM, what are Culture Brokers strategies in bringing  
204 people together during this time.

205  
206 Mr. Ross explained there are different ways they can go about doing that. Culture  
207 Brokers will be looking to the Commission and to the folks in Roseville to help think  
208 about what has been done. The online approach is not ideal. Having done things  
209 with community and working them community in different space, having a space just  
210 for community allows for some very authentic conversations. The Commission will  
211 need to think of ways to foster discussion in smaller groups so that there is actual  
212 engagement with each other and then finding and having that be a way to actually  
213 record the lived experiences and the recommendations that are coming forward.  
214 Protocols are evolving in this area.

215  
216 Youth Commissioner Xie asked if Culture Brokers will reach out to the Commission  
217 by email individually or as a group and will that be available.

218  
219 Mr. Ross explained Culture Brokers has been in contact directly with Ms. Olson, but  
220 their contact information is available. If there is a question or want to reach out to  
221 them directly it is encouraged.

222  
223 Acting Chair Djevi thanked Ms. Tabor and Mr. Ross for giving the presentation and  
224 answering questions.

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Ms. Olson explained she wanted to talk about the recommendation of filling Commission vacancies later in the meeting, but it is kind of piggyback off of what was just discussed. She suggested the Commission transition to that conversation next.

Ms. Olson explained at the January 4<sup>th</sup> City Council meeting there was not a good explanation by her about the recommendation that came forward and she wanted to have an opportunity to provide to the Commission what her thoughts were and then for the Commission to share their thoughts. At the January 4<sup>th</sup> City Council meeting staff had a recommendation not to fill the HRIEC vacancies that are coming up. She indicated the whole process was convoluted and confusing on both Council and Staff's part. There were mistakes made on what the process was. It was rushed and the Council did have the option to either reappoint that evening or not reappoint. With that option to make those reappointments that evening staff had to provide a variety of different explanations in short notice. Staff's mistake on that is that the process was not well thought out. The concept of her recommendation of not filling those vacancies, first and foremost, she wanted to have a conversation with the Commission but based on how things turned out that did not happen, and Council did not decide to postpone that decision to allow that conversation to happen.

Ms. Olson stated her intent behind staff's recommendation was really to take advantage of this window of opportunity that the Commission has with a variety of people going off the Commission and taking that time to evaluate what this Commission is doing. The Commission was born shortly before she arrived and from her understanding it was maybe a little less than a smooth transition of combining two different Commissions and from that this Commission came about. There was great intention from combining those two Commissions and what this Commission should be. However, in her experience, as serving as the staff liaison there have been multiple times when there has been confusion over what the scope of this Commission is, over what this Commission can and cannot do and over what the purpose of this Commission is. What she thought is given the conversations that this Commission has had, particularly in the last six months, over the desire to really make some impactful changes and do things in a little different manner than this Commission had previously been doing things. This was an opportunity for the Commission to have that conversation and to evaluate if things are working the way it should be working, if the structure is the way it should be. If there are other ways that the Commission should be either operating or topics it should be doing, to really dig into those Commissioners that have the experience before bringing on new Commissioners.

Ms. Olson indicated her intention behind the recommendation was not stated very clearly but that there would be a time where the Commission focuses on evaluating, doing that review. Whenever there is a new policy or procedure, she thought it was important that the Commission take a step back at some point and evaluate if it is

270 working the way it is intended to work and have this group think about if this is what  
271 this group should be or could be and then once the Commission has that  
272 understanding, if there are changes or recommendations, at that point, her thought  
273 was, in September to appoint new Commissioners. Or with the addition with the  
274 Diversity, Equity, Inclusion Consultant (DEI), with Ms. Tabor and Mr. Ross, those  
275 coupled with the new Equity and Inclusion Manager the City is going to be hiring, is  
276 there a different partnership that the Commission has and what does that look like.  
277 There are a lot of things that are changing and different then when this Commission  
278 was originally formed. It was her intent to suggest the Commission pause, think  
279 about this to see if there are other ways to do things, is this what the Commission  
280 should be doing. If it is then to go ahead in September and get some new  
281 Commissioners on the HRIEC but she wanted the Commission to pause and discuss  
282 those things.

283  
284 Ms. Olson explained she knew some of the things that this Commission wants to do,  
285 either is difficult to do under the scope the Commission is currently set up as or  
286 difficult to do given the structure of how this Commission meets once a month. All  
287 of the rules that are tied to open meeting laws, all of those things that can create  
288 bureaucratic red tape. She noted that was her intent behind her recommendation.

289  
290 Commissioner Peterson thanked Ms. Olson for the explanation. Without that  
291 explanation it was really confusing. She thought Ms. Olson's reasoning made sense,  
292 having gone through the process of combining two Commissions she can attest to the  
293 confusion and the lack of direction. There was a clear outline and charge on what the  
294 Commission was to do on paper but in reality, doing that and having it come about  
295 was very confusing and still is to this day. She agreed that a pause may be helpful to  
296 re-evaluate things and determine where to go. She indicated she will be gone so  
297 ultimately the remaining members will get to make that decision, but she could see  
298 Ms. Olson's point as to why she would make that recommendation. She noted she  
299 valued Ms. Olson's insight and opinion and being a liaison between the Commission  
300 and the Council is really difficult and she thanked Ms. Olson for doing that and being  
301 an advocate for the Commission. She noted she really appreciated Ms. Olson's  
302 opinion.

303  
304 Commissioner Bolinger concurred and thought listening to the consultants and then  
305 the appointment of the new DEI in the City she thought this is a great opportunity to  
306 take a pause and create a Commission that people want to be on and have a little  
307 clearer direction on what that is. She thought there has been a little bit of push and  
308 pull between the Commission and City Council and everyone on the Commission are  
309 volunteers, but all have a little bit of power and authority to do the work the  
310 Commission wants to do so that things can get done and not just spinning wheels.

311  
312 Youth Commissioner Xie found what Ms. Tabor said about what the Commission has  
313 is right in front of them. Everyone on the Commission has a voice and are all on this  
314 Commission because of each persons' passion. She agreed that there is a lot of

315 confusion about what this Commission is, even to her after a year. She noted she is  
316 still confused about what the Commission can do.

317  
318 Commissioner Macomber echoed all of the comments and thought the explanation  
319 was very helpful and welcome because it was difficult to understand the motivation  
320 behind the recommendation. She understood that while the Commissioners as  
321 individuals and while on the Commission have some power, the Commission is still  
322 operating under the scope that the City Council designs for them. The first change  
323 may be going to the Council and asking for the authority that the Commission does  
324 not already have. She noted as Commissioner Lee brought up at the Council meeting  
325 with the reduced number of Commissioners on the HRIEC they are very limited on  
326 how the work plan can be accomplished and even meet in two's and three's if  
327 approaching a quorum.

328  
329 Commissioner James explained he was newer to the Commission and probably came  
330 with a slightly different perspective, at least a different history than many of the  
331 Commissioners. He appreciated Ms. Olson's explanation. From where he sits and  
332 from what he has experienced in the last year and a half is that the Commission has a  
333 work plan that has been adopted and in looking at the workplan, if the Commission  
334 do that than the Commission has done a lot this year. He thought the Commission  
335 can still move ahead and that defining and redefining where the Commission is can be  
336 done among them. He thought it might be helpful to have a special meeting where it  
337 is talked about and if the Commission is going to take a pause then he thought it  
338 would be important to talk about it before the three Commissioners leave. He thought  
339 their input would be valuable to the rest of the Commissioners and to any new  
340 Commissioners that would be coming onboard.

341  
342 Acting Chair Djevi indicated the Commission received an email from Ms. Olson a  
343 few days before the January 4<sup>th</sup> City Council meeting and what he would have liked  
344 was for the Commission to have had a chance to talk about this as a group and come  
345 up with a consensus with a chance to have an open discussion in order to know where  
346 Ms. Olson was coming from and why the recommendation was made to the City  
347 Council so the Commissioners would have been prepared as Commissioners and not  
348 as individuals to let the Council know what their intentions were. He thought that  
349 was where this could have gone a little differently.

350  
351 Acting Chair Djevi thought having been on the Commission for four years, like  
352 everyone else, he thought the Commission has spun its wheels quite a bit, but he did  
353 believe that they are at a point now where the Commission will be closer to action  
354 than the talking that has been done for the last several years. If the Commission is  
355 going to move to actions like identifying communities that should be reached out to in  
356 one way or another, the Commission is going to need manpower to do that. He noted  
357 it was refreshing to hear Ms. Tabor make the point that this group could be a partner  
358 in reaching out to the community. He understood there will be challenges but the



359                   optimist part of him always feels like they cannot let challenges define what the  
360                   Commission does going forward.

361  
362                   Ms. Olson indicated she appreciated all of the comments and the City Council has  
363                   decided to fill the vacancies and will be moving forward with the applications and  
364                   interviews. She agreed that discussion should have happened with the Commission  
365                   first before going to the Council.

366  
367                   **b. Appoint Commissioner Chair**  
368                   Assistant City Manager Rebecca Olson explained the Commission needed to appoint  
369                   and new Chair due to Cat Beltmann resigning. She indicated this is at the discretion  
370                   of the Commission to choose to either appoint someone as Chair right now or at the  
371                   March meeting.

372  
373                   Acting Chair Djevi explained his personal opinion is that because there is only one  
374                   meeting left before appointing a new Chair and Vice Chair, he would be happy to  
375                   continue running the meeting until then and in March the Commission can elect a  
376                   new Chair and Vice Chair.

377  
378                   Commissioner Peterson thought that was reasonable.

379  
380                   Commissioner Allen agreed.

381  
382                   Youth Commissioner Xie explained she liked the set up the way it currently is and  
383                   wondered if the Commission could make Acting Chair Djevi the Chair and then elect  
384                   a Vice Chair.

385  
386                   Acting Chair Djevi thought because it is only a month it could be postponed and  
387                   could run the meeting as Vice Chair.

388  
389                   Commissioner Macomber indicated if Acting Chair Djevi was willing to continue to  
390                   be Vice Chair until March she would be willing to step in, if needed, to run the  
391                   February meeting.

392  
393                   The Commission concurred.

394  
395                   **c. Work Plan Updates**

396  
397                   Essay Contest:  
398                   Ms. Olson updated the Commission on the Essay Contest to date.

399  
400                   Commissioner James stated his small group discussed the essay contest and the  
401                   reason why they pulled back on the videos was because they were not sure where the  
402                   community would be as far as the Pandemic is concerned and how to share those  
403                   submissions with the Commission and the Community would be difficult to figure

404 out. Although the group liked the idea, the logistics of doing something with it is  
405 where they ran into a problem. The group figured a song would be easier to handle.  
406 As far as recognition, the group thought at least a certificate of involvement and  
407 appreciation coming from the City would be good and depending on how many are  
408 there maybe a gift card for significant ones would be nice.

409  
410 Youth Commissioner Xie indicated she was pretty proficient with technology so if  
411 someone wanted to submit videos the person could upload their video to YouTube  
412 and submit the link to the Commission to look at.

413  
414 Ms. Olson explained that is one thing she did consider, and the City's IT Department  
415 is slightly cautious about having people send the Commission links to click on so the  
416 Commission may want to consider something else. What she shared with the teacher  
417 was basically what Commissioner James explained. She did ask the teacher if there  
418 were any suggestions so if she receives any suggestions from the teacher that could be  
419 feasible, she will pass that on to the group.

420  
421 Commissioner Bolinger explained the small group also did talk about having the City  
422 post some of things on the website which would be another kind of recognition for  
423 any participants. Her group also talked about pulling a few of the submissions out for  
424 some kind of honorable merit and those people could be interviewed on CTV. She  
425 noted if there are quite a few of the submissions that are noteworthy than CTV might  
426 even give the City two different days on the TV Program. That is another way for the  
427 individual to be recognized. The gift certificate was just a suggestion because they  
428 understand the Commission has a budget but some of that money could be used for  
429 gift certificates from local businesses to help support those businesses as well. It is a  
430 way to kind of give back on both sides.

431  
432 Rosefest Parade Engagement:

433 Ms. Olson updated the Commission on the Rosefest Parade.

434  
435 Acting Chair Djevi thanked Ms. Olson for the update and her work on this and  
436 reaching out to Mr. Matt Johnson. He noted Matt's email was pretty exhaustive and  
437 has criteria for things that the Commission does not want to get involved in, which is  
438 political activities. He thought it would be important going forward that groups the  
439 Commission reaches out to, if political groups, that the Commission does whatever it  
440 needs to do to build a community, not a political party of political movement.

441  
442 Acting Chair Djevi asked if the spots will be for the HRIEC every year or for just this  
443 coming parade in June 2021.

444  
445 Commissioner Peterson explained she was on the parade committee two years ago  
446 and the Parade Committee can hold those two spots each year for the Commission.  
447 She would highly recommend that the Commission have someone be a liaison on the

448 Parade Committee again and be a voice for change in the parade because this is a very  
449 front facing event and a place where changes can be made.

450  
451 Acting Chair Djevi indicated he would be happy to be the Liaison person to the  
452 Parade Committee once Commissioner Peterson leaves this Commission. He thought  
453 if the Commission had two spots each year, the Council asked the Commission to  
454 reach out communities that are not politically involved in the City Government or  
455 policies, he thought a list should be made of what the communities are and have two  
456 communities represented each year in the parade and have a cycle so all of the  
457 different communities are represented.

458  
459 Commissioner Peterson thought the one spot is for all of the Commissions to walk.  
460 She would reserve that spot for the Commissions because she thought it was  
461 important for the Commissions to be present and represented at the parade.

462  
463 Acting Chair Djevi reviewed some possible groups he put together that he took from  
464 the proclamations.

465  
466 Commissioner Allen asked what the timeline was for having a group lined up to walk  
467 in the parade.

468  
469 Acting Chair Djevi thought Matt's email stated May 1, 2021 would be the deadline to  
470 have groups in place.

471  
472 Commissioner Peterson indicated that was correct.

473  
474 Commissioner Allen expressed his interest in reaching out to a group for this year's  
475 parade but did not want others to also reach out at the same time so there are multiple  
476 groups planning to walk.

477  
478 There was some discussion on different possible groups to ask for walking in the  
479 parade.

480  
481 Ms. Olson thought the Commission would need to make a decision on a group by the  
482 April Commission meeting.

483  
484 Community Feedback Response:  
485 Ms. Olson updated the Commission on the Community Feedback Response Item.

486  
487 Commissioner Lee reviewed the work done so far on Community Feedback. She  
488 indicated the group did go ahead and look to see what Commissions are doing as well  
489 as the City and City departments. She explained next month the sub-group will be  
490 looking at what other cities are doing and what best practices are so that later the  
491 group can propose a new plan and procedures for Commissions, City, and  
492 departments response to Community feedback.

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Commission Recruitment/Interviews:

Ms. Olson indicated these items were Chair Beltmann and Youth Commissioner Xie’s responsibility and since Chair Beltmann resigned the items have fallen onto Youth Commissioner Xie and she was not sure if Commissioner Xie had any time to consider this. She explained it kind of begs the question if this is something the Commission wants to keep on the workplan and pulled off for now. She noted as a part of the work being done with the consultant, is reviewing the action plan as it relates to racial equity. One of the items in that action plan is focus on making sure that the Commissions and any Boards the City has are more reflective of the demographics of the community. Staff has not gotten to the point where steps are being figured out or anything, but she wondered if maybe this recruitment and interview piece is something the Commission wants to put on hold until the consultant has had a little more time to work with staff on flushing this out a little more.

Youth Commission Xie understood and agreed. She thought the Commission should give the DEI consultants a chance to review this. She thought looking at this, specifically assist to outreach to traditionally underrepresented groups, she joined that particular small group because she wanted to help people recruit more Youth Commissioners and give them the tools that are needed to succeed. She indicated she could help with other outreach as well.

Ms. Olson indicated one of the topics she would like Youth Commissioner Xie to work on is related to onboarding of Youth Commissioners.

Commissioner Lee thought as far as recruitment and the interview piece goes, if the Commission waited until the DEI Consultant recommended something, one thing she wants to see, if however or whoever implements it, tracking the demographics of who is applying and how often those people apply and if all applicants are getting interviews and how many actually get offered a position. She noted she wants to track the data.

Ms. Olson indicated that is something staff is hoping to accomplish. Staff just made an application update earlier this year and are starting to ask people to self-identify on the application. She noted all applicants that apply are interviewed.

Commission Onboarding:

Ms. Olson reviewed the Commission Onboarding item with the Commission. She thought this item could be refocused. She noted the Council had multiple question about the Youth Commissioner Voting at the last City Council meeting. The Council wants to provide an opportunity to allow Youth Commissioners to vote but they also want to explore some options for Youth Commissioners to opt out of voting if there are any legal implications and also have an acknowledgement from parents if the Youth Commissioner is going to be voting.

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Ms. Olson explained the Council also thought it would be really important to really focus on the onboarding for Youth Commissioners if they choose to be a voting member because that changes some of their responsibility and how they need to be responsive to the community. The Youth Commissioner would be provided a City email address and they would be expected to also respond to emails that came before them. There would need to be some training provided to the Youth Commissioners on that role. That is something the City Council would like the Commission to look over and review. She noted she would be happy to write up all of the information for March in order to have a deeper conversation on this. She would also like to have some expertise from Youth Commissioner Xie as well.

Youth Commissioner Xie explained her input so far is that yes there needs to be an option to opt out because some people are very casual and do not expect to do such formal work. She thought responding to email just like any other member is integral to part of the role because that is how you put your voice out there. There should be some sort of form that tells parents that if their kid is going to be a voting member they would be met with legal liabilities and she was thinking of maybe doing a google form that could be filled out or something else like that.

Ms. Olson indicated she would reach out to Youth Commissioner Xie to get some input and ideas that could be included in the March report.

Commissioner James asked if he could volunteer to work on the onboarding part of this.

Acting Chair Djevi thought there should be a little group for the onboarding team, for not just new Commissioners but for anytime new Commissioners come on board those Commissioners could be updated on what is going on in the Commissions and perhaps be a go to person if new Commissioners have questions.

Commissioner Allen suggested the one way he got to know everyone on the Commission was by walking in the parade with the group and if he did not do that it might have been harder so he thought the Commission should make a commitment that when a new person comes in each Commissioner make time to meet with that person.

Community Outreach:

Ms. Olson updated the Commission on the Community Outreach being done.

Commissioner Bolinger indicated for January, her main goal was to ask the Commission if there were any pre-existing relationships to any community members, groups, individuals that might want to be a liaison for the City or someone who could be a contact for them. She thought the Commission could email her or Ms. Olson.

583 Ms. Olson thought Commissioner Bolinger could get the information and add it to the  
584 Google Document so all of the Commission could see it.

585

586 **Other New Business or Reports**

587 **a. Monthly Proclamation Update**

588 Assistant City Manager Olson reported on the following:

- 589 • Black History Month was brought to the January 25<sup>th</sup> City Council meeting.
- 590 • Women’s History Month is for March and will go to the City Council at their  
591 February 22<sup>nd</sup> City Council meeting.

592

593 Acting Chair Djevi indicated regarding the Human Trafficking Awareness Month  
594 there was some discussion between the Police Department and CTV, and he believed  
595 there will be some recording of educational programming on February 11<sup>th</sup> on the  
596 subject. He noted for Black History Month, the theme will be the Black Family  
597 Representation, Identity and Diversity. One thing he wondered if the Commission  
598 could try to ask black families in Roseville to submit family photos so that the City  
599 could show those photos online on the City webpage with a short description of who  
600 the family members are to display that diversity in the black family in February. He  
601 asked if that were something the Commission could do.

602

603 Commissioner Bolinger thought that was a great idea. Maybe even be able to take  
604 those photos and make a billboard or a banner out of it to show those families. She  
605 thought COVID is going to make how the message is communicated challenging as  
606 far as getting that out, but it would be posted to the City website.

607

608 Acting Chair Djevi indicated he was also looking at those challenges and did not  
609 know how many families will participate. He also wondered if it was possible to  
610 have pictures of the week instead of daily photos, depending on how many entries the  
611 Commission gets.

612

613 Youth Commissioner Xie thought posting the photos on the City website is a good  
614 idea and maybe instead of having just the photo, maybe ask the family to write a short  
615 introduction about themselves and who they are and add it under their photo.

616

617 Commissioner Allen indicated he was for digital photos being put up on the City  
618 website and thought there could be ways for them to be put up throughout the month  
619 and also at the Council meeting as the proclamation is read the photos scroll across  
620 the screen.

621

622 Ms. Olson wondered how the City would ask for submissions. She noted the  
623 newsletter would not be timely for that, but they could use social media, the City  
624 website but the Commission also needs to be aware that it is almost February and  
625 would probably have to have the families sign a disclosure form letting the City use  
626 those photos.

627

628 Acting Chair Djevi asked the Commission to reach out to black families they know  
629 that would be one way of getting the word out. He noted he has already talked to  
630 black families he knows, and folks are already on board and like the idea. He did not  
631 think anyone would resist the idea of signing a disclosure form.

632  
633 Commissioner Bolinger thought if the City has a Facebook page, maybe family  
634 photos could be posted on there as well.

635  
636 **b. Monthly Equity and Inclusion Report**

637 Assistant City Manager Olson updated the Commission on Equity and Inclusion  
638 being done at the City.

639  
640 **Announcements**

641 Ms. Olson indicated the Park and Rec Commission is doing some engagement and outreach  
642 regarding the renaming of Pocahontas Park. The Park and Rec Commission did indicate they  
643 want to involve this Commission in some form, but she did not know what that looked like.

644  
645 Ms. Olson explained the City has hired a consultant to help with some of the Zoning Code  
646 updates. There will be an engagement piece as a part of that and will be a little more targeted  
647 based on geography and what things are being changed in the Zoning Code.

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649 **Future Agenda Items**

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651 **Adjournment**

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653 Chair Djevi adjourned the meeting at 9:00 p.m.

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655 Respectfully submitted,

656  
657 Sue Osbeck

658 *TimeSaver Off Site Secretarial, Inc.*