

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **April 17**

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6 **Commissioners Present:** Cat Beltmann, Monica Bolinger, Jill Eck, and Lauren Peterson

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8 **Youth Commissioners:** Acer Iverson and Elizabeth Hansel

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10 **Commissioners Absent:** Kathryn Macomber (excused) and Ahmed Hassan(excused),
11 Etienne Djevi

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13 **Staff Present:** Rebecca Olson, Assistant City Manager
14 Carolyn Curti, Communications Specialist

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16 **Call to Order/Roll Call**

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18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
19 order at 6:33 p.m.

20
21 **Approve Agenda**

22
23 Assistant City Manager Olson indicated the Board needs to add “Appointment to Ethics
24 Commission”.

25
26 Commissioner Peterson moved and Commissioner Bolinger seconded a motion to approve the
27 Agenda as amended. Motion passed unanimously.

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29 **Public Comment on Items Not on Agenda**

30
31 **Approve Minutes**

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33 **a. March 20, 2019 Human Rights, Inclusion and Engagement Commission**

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35 Commissioner Peterson moved and Commissioner Eck seconded a motion to approve the March
36 20, 2019 Human Rights, Inclusion and Engagement Commission meeting minutes as presented.
37 Motion passed unanimously.

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39 **Receive Reports**

40 Assistant City Manager Olson reported the Council will be interviewing applicants for this
41 Commission and the Finance Commission on Monday, April 22nd.

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43 Chair Beltmann indicated she cannot attend the Council meeting for the interview portion of the
44 meeting.

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46 Commissioner Peterson indicated she would try to be available to attend the meeting.

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Chair Beltmann suggested if the Commission has questions to submit to her for the interviews that would be helpful and encouraged.

Youth Commissioner Report

Youth Commissioner Hansel reported that her and four other girls will be doing the teaching for the Human Rights Club on Wednesday, April 24th and will be talking to 300 ninth graders about women’s rights, education in Africa and the War on Drugs in the Philippines.

Youth Commissioner Iverson stated he talked with the high school’s Gender Sexuality Alliance (GSA) representative about their involvement in the City parade or getting their own parade float and are happy to send some people to the parade and walk with the Commission.

Youth Commissioner Iverson stated the summer book read will be a photography essay for National Geographic called Every Human Has Rights. The meetings will happen the second and third weeks of June. He noted he would reserve the library rooms next week for this event.

New Business

a. Census 2020 Discussion

Assistant Manager Olson stated the City is planning ahead and the goal is to get every person in Roseville to complete the census form.

City Communications Specialist and Census Liaison Carolyn Curti made a presentation to the Commission.

Commissioner Peterson asked who will be doing the in-person visits.

Ms. Curti stated it will be Census Bureau employees and will carry badges.

Ms. Curti continued with her presentation on the 2020 Census and reasons why people do not complete the Census and ways the City can encourage people in the community to complete the Census.

Chair Beltmann wondered if there was something that can be done on National Night Out to help get the word out and encourage Census completion to different communities.

Ms. Curti thought that was an excellent suggestion.

Commissioner Bolinger stated she has a couple of contacts at St. Odelia’s Church and the church has the largest Spanish speaking community and thought it would be a good place to discuss this because she thought that was a community that the City needed to get the message out to.

92 Ms. Curti stated she was working with one of her coworkers on identifying places of
93 worship in Roseville.

94
95 Chair Beltmann asked if the Commission had further ideas should the group send
96 them to Ms. Curti.

97
98 Ms. Curti indicated that would be great.

99
100 Commissioner Peterson stated Ramsey County is leading this so Ramsey County is
101 looking at the entire County and then there are volunteers from Ramsey and
102 wondered if there are other people on that team besides Ms. Curti.

103
104 Ms. Curti stated there are approximately forty people that attended the last meeting
105 and from everywhere. The majority were from service organizations or a church
106 group.

107
108 Commissioner Peterson stated Ms. Curti had a great list of Roseville resources but if
109 the City does not have the manpower to do any of this how will it get accomplished.
110 She wondered what the manpower looked like within the City.

111
112 Ms. Olson stated this is volunteer based at this point and Roseville does not have any
113 staff or dedicated funding that has been put in place.

114
115 Commissioner Peterson thought health care clinics are very important, especially
116 clinics that serve underserved people. She asked if the Census will be mailed out.

117
118 Ms. Curti stated there will be an invitation to respond online.

119
120 Ms. Olson stated she thought a postcard will be sent out to fill out the Census online
121 and if there is not a response then the Census will be mailed out to the home with the
122 opportunity to still fill it out online.

123
124 Commissioner Peterson thought there could be some sort of informational board at
125 Party in the Park as well.

126
127 Chair Beltmann stated the license bureau would be another good place to post
128 information.

129
130 **b. GARE Update**

131 Assistant Manager Olson stated the City became a part of the 2018 Government
132 Alliance on Race and Equity (GARE) Cohort in January 2018. The GARE
133 Leadership team uses many ways to share a field of practice to approach complex
134 race issues and help governments take effective action towards race equity.

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136 Ms. Olson updated the Commission on GARE progress to date.

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Chair Beltmann asked if there was any more in-depth conversation on what a partnership with the Commission could look like.

Ms. Olson stated not particularly at this moment. She thought GARE was not at the detail stage yet. However, there are a lot of things that are converging with this group at this time and she thought the engagement project, in particular, will be incredibly useful to the staff. She thought this could end up to be a very valuable and beneficial partnership.

Commissioner Eck stated Ms. Olson talked about the two focus areas, one being the hiring process and the other one being capacity building. She wondered what Ms. Olson was referring to exactly in regard to capacity building.

Ms. Olson thought a better way to understand it is sharing knowledge, training staff with the information that has been gathered over the last year. The people that went through this program have a lot of knowledge on it and several people that have been through “train the trainer” program who are now able to provide that training. It was a very intense program so getting all of the information out to staff will take some time.

Commissioner Peterson encouraged Commission practices to be a priority on the GARE list.

Ms. Olson stated it would be but was not sure where to start.

Commissioner Eck stated the Minnesota State Colleges and Universities have made huge strides in this area across the State. She thought there might be some resources there to benefit from. She indicated she could put Ms. Olson in touch with some contacts she has.

Ms. Olson stated that would be amazing and what GARE is looking for.

c. Engagement Project Discussion

Chair Beltmann stated at the March meeting, the Commission discussed the progress so far on the engagement project and particularly what the goals are surrounding the engagement project and how it ties into what the City is currently doing. The Commission also discussed the reasons or purpose behind the engagement project.

Ms. Olson updated the Commission on staff discussion.

Ms. Olson stated there is a joint meeting scheduled with the City Council for June 3rd.

180 Chair Beltmann thought what was included in the packet is what the Commission
181 talked about in March at the HRIEC meeting. She wondered what other
182 Commissioner comments were.

183
184 Commissioner Eck thought the information looked more refined and has a lot more
185 definition in how things are laid out and provides a lot of clarity.

186
187 Ms. Olson noted there will be another Commission meeting before the joint meeting
188 for the Commission to review and come back with further additions or changes.

189
190 Chair Beltmann summarized survey results and mapped out what best practices could
191 look like with the Commission.

192
193 Commissioner Eck appreciated all of the work that Chair Beltmann put into this.

194
195 Commissioner Peterson thought Chair Beltmann brought up a lot of valid points that
196 the Commission really needs to think about and bring to the Council because these
197 are all things that play a role in how this project evolves. She thought all of the
198 questions Chair Beltmann had were great. She thought this was something that
199 needed to be brought forward to the Council, such as an outline including thoughts
200 the Commission comes up with to find out where the Council sees the Commission
201 moving forward with this item because there are so many ways this project can go.

202
203 Commissioner Eck thought as the Commission continued to define and shape this the
204 Commission could get it into a format for a plan, giving it additional structure.

205
206 Chair Beltmann thought the Commission might be able to spend some time with staff
207 outside of the meetings to try to move this work along.

208
209 Commissioner Peterson thought the Commission should utilize the tool kit piece as it
210 is listed.

211
212 Ms. Olson thought it was important that staff have the knowledge and understanding
213 on how to use those tools.

214
215 Chair Beltmann thought with all of the resources the Commission could put together
216 a best practices matrix that could be used. She thought the Commission could
217 package those materials into something that could be a guide that is given out to staff.

218
219 Commissioner Peterson thought that Chair Beltmann already has the framework for
220 some type of a kit that can be used. She thought the next step would be to get the
221 City Council feedback.

222

223 Chair Beltmann thought the Commission should finalize what has been done and tie it
224 into the Council directive that was given to them and bring it to the Council in June to
225 discuss the next steps.

226
227 Commissioner Peterson thought the Commission should think about suggestions of
228 what the Commission wants to do because the Council might be a little overwhelmed
229 with all of this information. She thought for the next meeting the Commission should
230 discuss where each Commissioner sees the Commission going with this project and
231 would be helpful to the Council.

232
233 Ms. Olson thought that was an excellent point. She thought the Commission should
234 take the conversation the Commission has and do a draft mock/staff report for the
235 main meeting so the Commission can discuss what exactly to talk about. She stated
236 she would like to get clarification on a couple of points that were brought up. The
237 first is the two-prong approach document Chair Beltmann brought up earlier.

238
239 Chair Beltmann stated she would email the documents to Ms. Olson.

240
241 Ms. Olson summarized the discussion points for the next meeting.

242
243 Commissioner Peterson thought the question to the Council is does the Council want
244 the Commission to compile a list of engagement items and what does that look like
245 because it is a lot of work and outreach on the Commission end.

246
247 Chair Beltmann thought the Council direction was for the Commission to compile a
248 list but the sticking point was who is making the connections and who is facilitating
249 it. She thought clarification was needed on who would handle the work. She thought
250 if the Commission could provide a recommendation that the Council could react to
251 would be best.

252
253 Commissioner Peterson recommended making a recommendation to the City Council
254 in order to get their feedback.

255
256 Ms. Olson stated the Census seems to be an interesting topic the Commission could
257 leverage to start some of those conversations in different communities and that might
258 be an opportunity to start some of that outreach and engagement.

259
260 Commissioner Bolinger stated people will understand the need for the Census but the
261 education on top of that will start to give some end roads for relationship building and
262 trust building that can then go to people wanting to participate.

263
264 Ms. Olson thought one of the keys things she has observed in discussions with staff is
265 to be aware of the capacity of staff. These may be fantastic ideas but was not sure
266 staff could do all of the work so the Commission needed to understand where there
267 might be limitations or need for additional resources or volunteers.

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Chair Beltmann thought that may be an additional piece to think about as well, thinking of it more in terms of resources and who are the community leaders in different groups that the Commission could reach out to. She noted that most of the breweries in town have volunteer crews that are sent out to help out at different events.

Ms. Olson indicated some realty companies also do that as well.

Commissioner Eck stated another avenue for volunteers are colleges where students get credit for service.

Ms. Olson noted there are fantastic volunteer coordinators in the City as well and she thought some of things the Commission might want to think about is some of the new opportunities for those volunteers. She stated there are a lot of volunteers out there but there needs to be things for the volunteers to do as well. She thought many of the volunteer programs are well established and run.

Commissioner Eck stated she loved how the information is laid out in the GARE information and because the projects the Commission is working on are intermeshed, she wondered if it would help to take what the Commission has done so far and try to fit it into a format to show to the Council as a point of reflection that gives further definition.

Commissioner Peterson thought the Commission needed to think further on what the Council recommendation should be because she did not think the Commission had that pinpointed yet. She asked the Commissioners to think hard on what to present to the City Council in regard to the outreach piece and give to Ms. Olson for review at the next meeting.

d. Parade Planning and Party in the Park

Assistant Manager Olson stated the 2019 Rosefest Parade takes place on Monday, June 24 at 6:15 p.m. Over the past several months, the Commission has discussed ways to better engage and represent the variety of cultures in the City during this event.

Chair Beltmann summarized previous Commission discussions and indicated the City Manager offered his spot in the parade for the Commission to use as part of their effort to highlight more diversity in the City.

Commissioner Peterson stated she reached out to three groups; the PRIDE organization was contacted plus two other groups through an online submittal but did not receive a response back.

312 Commissioner Bolinger stated she reached out and got a response when she worked
313 on the proclamation so she would go through her notes.

314
315 Chair Beltmann stated she would post something in the NextDoor app and wondered
316 if there could be anything sent to staff for possible contacts in the LGBT community.

317
318 Commissioner Peterson stated she will reach out to Councilmember Groff. She
319 thought the key thing is to get people to come to the parade and walk.

320
321 Chair Beltmann thought the Commission should think about making some signs in
322 order to try to communicate the message. She wondered if PRIDE had a theme.

323
324 Ms. Olson thought the Commission could reach out to the High School for T-Shirt
325 design and theme.

326
327 Commissioner Peterson stated she will be going to every Commission meeting in
328 May to remind the Commissioners about the parade and try to get the Commission's
329 participation.

330
331 Ms. Olson reviewed Party in the Park with the Commission. She stated she has
332 talked to the Assistant Parks and Receptions Director and he would be happy to talk
333 with the Commission regarding ideas for next year.

334
335 Commissioner Peterson stated she put together some notes from last year's event and
336 the discussion of the Commission after it happened.

337
338 Chair Beltmann asked if the Commission has discussed who is available to be at Party
339 in the Park.

340
341 Commissioner Peterson stated the Commission has not because there has not been a
342 decision if the Commission was going to have a booth because the Commission did
343 not have any ideas of what to do in the booth.

344
345 Chair Beltmann asked if the Commission is supposed to staff the booth and if so, does
346 the Commission have the ability to staff the booth. She indicated she would be out of
347 town on the 4th and unavailable.

348
349 Ms. Olson thought it was a good discussion to have on what the Commission's
350 purpose would be and who would be able to run the booth and maybe the main
351 purpose would be engagement and outreach.

352
353 Commissioner Bolinger thought having a purpose of being there is important,
354 otherwise, it does not look good.

355
356 Chair Beltmann asked who would be available to be at Party in the Park.

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Commissioner Peterson stated she would be available.

Chair Beltmann stated the reason she was pushing on this is because she did not think it was the best use of the Commission’s time because the Commission has limited time to plan with limited people available to be there, so she wondered if it was worthwhile.

Commissioner Bolinger agreed and thought this item should be tabled until next year and then decide if the Commission wants to take the tent on themselves as their own Commission and really do something with it. Maybe it would be to highlight a proclamation for the month or do something as a Commission. She thought maybe instead of having a booth the Commission could sponsor an event because that would be engaging the community.

Commissioner Peterson agreed and stated there is not enough of a clearly defined purpose to have a booth in 2019.

Chair Beltmann stated this could be put on the agenda in the coming months to discuss.

Ms. Olson asked if the Chair or Vice Chair could reach out to the Assistant Parks and Recreation Director to indicate the Commissions thoughts.

Commissioner Peterson stated she could reach out along with Chair Beltmann.

Commissioner Eck asked if Party in the Park has a theme because maybe the Commission could do something based on that theme.

Commissioner Peterson stated there is a theme each year and is decided by the Rosefest Committee. She indicated this year’s theme is Engaging in the Communities Success. She was excited with the theme this year because it fit in perfectly with what the Commission is doing.

e. Commission Recruitment Discussion

Chair Beltmann summarized that discussion occurred at the last Commission meeting regarding the process for appointment for vacancies on the Commission. The Commission has requested time to discuss the process for recruiting Youth Commissioners.

Commissioner Peterson stated she did not have anything more to say on this subject and she voiced her concerns. She thought the agenda item was more on discussion for Youth Commissioners. She stated the Commission needs to think about the recruitment.

402 Ms. Olson reviewed the City’s communication for recruitment of Youth
403 Commissioners.

404
405 Chair Beltmann asked if there was a description of the Youth Commissioner role.

406
407 Ms. Olson stated there is a description in the Ordinance of what the Commission is
408 tasked with but there is no specific description.

409
410 Chair Beltmann wondered if this was something the Commission could draft which
411 might help recruitment.

412
413 Commissioner Peterson stated the Ordinance would need to be included because it is
414 very formal, but the Commission could include a separate document showing hour
415 time commitment.

416
417 Youth Commissioner Iverson thought something could be drafted up from the Youth
418 Commissioners perspective indicating the responsibilities and time commitment
419 needed and term length.

420
421 Ms. Olson thought another key point would be to include a testimonial of what the
422 Youth Commissioners benefited from or enjoyed.

423
424 Youth Commissioner Hansel thought something the Commission might want to think
425 about is what the Commission wants Youth Commissioners to do in the future.

426
427 Chair Beltmann agreed and thought the Youth Commissioners could draft from their
428 perspective what the job description would look like to be involved.

429
430 Commissioner Bolinger suggested the Youth Commissioners to indicate what the
431 Youth Commissioners would have liked to have accomplished or how better to utilize
432 the Youth Commissioners a little better.

433
434 Commissioner Eck thought having a value statement or a testimonial from the City or
435 the Commission about the value and importance of having Youth Commissioners
436 which might help in the recruitment process.

437
438 Ms. Olson thought that might be something to discuss with the City Council.

439
440 **Other New Business or Reports**

441 **a. Update on Proclamations**

442 Assistant City Manager Olson reviewed the proclamations that the City Council went
443 over. She noted there were a few tweaks the City Council wanted.

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445 Ms. Olson reviewed the proclamation changes the City Council requested for Mental
446 Health Awareness Month proclamation.

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Chair Beltmann thought the changes looked good and supported Council’s changes. If the Commission is only reviewing these every three to five years then the first Whereas that was added is very specific and if the contract changes or things end, it would need to be updated.

Commissioner Peterson wondered what it meant by “The City of Roseville provides support for public safety personnel”.

Ms. Olson stated for example one of the recent meetings the Fire Department came forward with a request to have a contract with a firm that provides mental health services for the first responders at the Fire Department. That is what it references.

Chair Beltmann stated she would change the wording to read “The City of Roseville provides mental health resources for public safety personnel”.

Ms. Olson reviewed the proclamation changes the City Council requested for the Asian and Pacific Islander Month proclamation.

Commissioner Peterson thought the added Whereas should read “The City of Roseville is home to many recent immigrants from Nepal, Burma, and Thailand ~~that~~ who bring their rich cultural heritage and traditions to the community; and”

Commissioner Eck thought the Whereas should also be refined even more to add “The City of Roseville is also home to...”

Chair Beltmann thought the changes looked good and supported Council’s changes but if there are new communities that move into the City then the proclamation needs to be changed to reflect that. She thought the intent was to make these documents that could withstand multiple years.

Ms. Olson reviewed the proclamation changes the City Council requested for the Americans with Disabilities proclamation.

Councilmember Eck thought the changes seemed reasonable but thought “Act” should be added in the title before Anniversary to make it clear on what the anniversary is for.

Chair Beltmann thought the changes looked good and supported Council’s changes.

Ms. Olson reviewed the proclamation changes the City Council requested for the Indigenous People’s Day proclamation.

Mr. Warren Wolf, 1999 Snelling Avenue North, stated the only thing that bothers him is people are not Nations.

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Commissioner Peterson agreed.

Chair Beltmann wondered if it could be reworded to “Before we were a Nation, Indigenous Nations have lived upon our land...” She stated there is something with the rewrite that is not sitting well with her.

Ms. Olson suggested the following: “Before the United States became a Nation, Indigenous Nations had lived upon our land...”

Chair Beltmann stated she did not like the word “lived” because it was their land and the United States took the land.

Commissioner Peterson stated she would work on this proclamation and come back to the Commission.

The Commission was in favor of the other proclamation changes as indicated.

b. Appoint Chair and Vice Chair

Commissioner Peterson nominated Commissioner Beltmann as Chair of the Commission. There were no other nominations made.

Commissioner Peterson moved and Commissioner Bolinger seconded a motion to appoint Commissioner Beltmann as Chair of the Human Rights, Inclusion and Engagement Commission. Motion passed unanimously.

Commissioner Bolinger nominated Commissioner Peterson as Vice-Chair of the Commission. There were no other nominations made.

Commissioner Bolinger moved and Commissioner Eck seconded a motion to appoint Commissioner Peterson as Vice Chair of the Human Rights, Inclusion and Engagement Commission. Motion passed unanimously.

c. Appoint Representative to the Ethics Commission

Commissioner Peterson moved and Commissioner Eck seconded a motion to appoint Commissioner Macomber as representative to the Ethics Commission. Motion passed unanimously.

Adjournment

Chair Beltmann adjourned the meeting at 9:12 p.m.

Respectfully submitted,

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538 Sue Osbeck

539 *TimeSaver Off Site Secretarial, Inc.*

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