

**Human Rights, Inclusion and Engagement Commission
Meeting Minutes
April 18, 2018**

Commissioners Present: Cat Beltmann, Monica Bolinger, John Eichenlaub, Chelsea Holub, Lauren Peterson, and Subbaya Subramanian

Youth Commissioners Present: Elizabeth Hansel and Acer Iverson

Commissioners Absent: Etienne Djevi, Michelle Manke, and James Ryerson, all excused

Staff Present: Rebecca Olson, Assistant City Manager

Call to Order/Roll Call

The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to order at 6:30 p.m. Chair Holub requested roll call.

Oath of Office

Chair Holub administered the oath of office to new Commissioners Cat Beltmann, Monica Bolinger, and Subbaya Subramanian. The Commissioners introduced themselves.

Approve Agenda

Commissioner Peterson moved and Commissioner Eichenlaub seconded a motion to approve the Agenda as presented. Motion passed unanimously.

Public Comment on Items Not on The Agenda

Approve Minutes

a. March 26, 2018 Human Rights, Inclusion and Engagement Commission

Ms. Olson noted they are looking into why the line numbers disappeared on the minutes when it was uploaded.

Commissioner Peterson moved and Commissioner Bolinger seconded a motion to approve March 21, 2018 Human Rights, Inclusion and Engagement Commission meeting minutes as presented. Motion passed unanimously.

Receive Reports

Youth Commissioner Report

Youth Commissioner Hansel reported the Human Rights Club has been raising awareness on sexual assault during Sexual Assault Awareness Month and have passed out stickers to students. The stereotypes project is on display at the Northtown Library and it allows patrons to include their own response. She explained this project began last January where students wrote down a stereotype that someone had about them followed by their truth. Due to the positive response, it has been on display at City Hall, several libraries, and they hope to display it in other places as well.

Youth Commissioner Iverson reported he is planning for the summer book read and will schedule the rooms at the library next week to meet their 60-day requirement.

New Business

a. Fire Department Phase II Discussion

Tim O'Neill, Roseville Fire Chief, gave a brief history of the Roseville Fire Department and provided an overview of their Phase II staffing plan. Previously, the fire fighters were working in excess of full-time hours but did not receive any paid time off or health benefits. They transitioned to a full-time Fire Department in 2014 and began Phase I. They now have 17 full-time and 27 part-time fire fighters. Phase II will expand on-duty staffing and services that could be provided with additional staffing, and they hope this will be implemented in 2020. For the next six to 12 months, they plan to reach out to the community for feedback, and they are seeking input from the HRIEC on engaging different groups.

Commissioner Beltmann inquired what the intent of the outreach to the community was.

Mr. O'Neill responded they want to communicate Phase II to the community as well as ask the community if other services are desired.

Commissioner Subramanian inquired if there is a specific time of the year where emergency calls are higher.

David Brosnahan, Assistant Fire Chief, responded it fluctuates, but their busiest time of the day is between 10:00 a.m. and 4:00 p.m.

Mr. O'Neill stated fires are more common during the Christmas season due to increased cooking, candles, and Christmas trees within homes.

Ms. Olson requested more information on the proposed value-added services that go along with the increased staffing as part of Phase II.

Mr. Brosnahan reported on the Community Risk Reduction Program (CRRP), which is a supported program by the National Fire Protection Association (NFPA). This program is built on the following four pillars: 1) Advanced Life Support (ALS) with first response; 2) Enhanced fire prevention and inspection programs; 3) EMS prevention and community health outreach programs; and, 4) NFPA 1710.

Commissioner Peterson inquired about the number of calls that would benefit from ALS.

Mr. Brosnahan responded between 40 and 60 percent of calls would benefit from ALS. They stabilize the patient and Allina transports them to the hospital. Advanced ALS would require additional training for existing staff to become paramedics and they would look to add existing paramedics to their staff.

Youth Commissioner Iverson requested additional information on ALS billing and revenue.

Mr. Brosnahan responded they can recoup some of the cost of time, equipment, or medications used from Allina. They will either use their own billing process or work with Allina on a joint billing process.

Commissioner Bollinger inquired if liability with the Fire Department would increase with an increase in care.

Mr. O'Neill responded it will not increase as long as people are providing the level of service they are trained to do. Currently, they have a paramedic on scene, but not the proper equipment or medications for them to operate to their fullest capacity. This is the hole they hope to fill. A certain number fire fighters on each shift would have to be certified paramedics and would operate under the medical direction of Regions medical service.

Mr. Brosnahan continued his report on fire prevention programs. He stated they would be able to do a higher number of inspections and be more proactive with the proposed additional staff. They also want to find educational programs that reach all ages and would benefit the community.

Commissioner Subramanian inquired how often they plan to focus the training on residents when the majority of emergencies tend to happen between 10:00 a.m. and 4:00 p.m., and the City's daytime population is 80,000, compared to Roseville's residential population of 36,000.

Mr. Brosnahan explained they do not have specific training sessions planned but if they had the personnel to do them, they would conduct them on a regular basis.

Mr. O'Neill explained they have community CPR program each month throughout the winter and it has been very successful in reaching people with how often it is offered. Regarding the daytime population of 80,000 they have tried to offer training to the business community and elderly facilities, but this has also been limited due to limited staff.

Mr. Brosnahan continued his report on EMS prevention and community health outreach. He described this program as medical advocacy program that provides a partnership between the Fire Department and a medical clinic or skilled nursing facility that checks on residents who have recently been released from the hospital. A community EMT would assist in making sure they understand their medications and conduct a health a wellness check of the home. If it is not satisfactory, there is a social services process that would provide the assistance they need. They are trying to prevent people from going back into the hospital.

Mr. O'Neill explained they currently have patients that frequently call for the same type of emergency and they would like to take a proactive approach towards this group. This could potentially reduce their call volume and prevent a medical emergency.

Commissioner Subramanian inquired how they will manage the paperwork with insurance companies.

Mr. Brosnahan explained when a person is discharged from the hospital, they would have to be part of a health care program to participate in the community EMT program. The Fire Department would have access to a shared software program to see the patient's medical information in order to follow up appropriately and add provide updates for other medical personnel.

Commissioner Peterson inquired if the program is billable to the patient's health insurance, how much time they will put towards this program, and what other communities are participating.

Mr. Brosnahan indicated the program is billable to the patient's health insurance and is also sponsored by the Minnesota Department of Health. Regions EMS already has a community EMT program, the Maplewood and St. Paul Fire Departments have started a similar program and Regions would like to start a consortium with Roseville. A typical visit is between 20 and 45 minutes and is very similar to what a community health worker does. It usually only involves one visit and if it became ongoing, they would hand it off to the appropriate agency.

Chair Holub inquired if there are any results to review from the St. Paul and Maplewood community EMT programs.

Mr. Brosnahan stated the programs are both still fairly new. Maplewood has been doing it for about six months and St. Paul has only been doing it about one year.

Youth Commissioner Hansel inquired if the community EMT would visit people without insurance.

Mr. Brosnahan responded they will visit people who have this program included in the health care plan from their doctor.

He continued is report on NFPA 1710, which is a model of service based on deployment, staffing and services. With the current staffing, they are below the number of fire fighters recommended to respond to a structure fire. If they could add two to three fire fighters per shift, they would meet the recommended standard.

Mr. O'Neill commented they anticipate the part-time staff will be down to 12 by the year 2020, which is when they hope to implement this phase. There will be less bodies available to help, and it will be significantly delayed due to the full-time fire fighters that do not live in the community. They are looking to increase the number of people on duty to allow more flexibility at the fire site. They do have help coming in from other communities through the auto aid response and in addition to the new hires, this will get them closer to the recommended number of fire fighters.

Commissioner Subramanian inquired why the number of part-time staff has significantly decreased and if there is a retention package with the Fire Department.

Mr. O'Neill responded they have not hired any new fire fighters and most of the newer full-time fire fighters came from the part-time staff. They have also had a large number of retirements and younger fire fighters have moved on to careers in other departments. They became a training ground for other fire department and they are pursuing these phases to keep fire fighters with the City. They do not have a retention package but do offer pension to part-time fire fighters based on the number of years served.

In response to a question from Chair Holub regarding off-duty fire fighters, Mr. O'Neill stated they are not required to be in Roseville if they are off-duty. They need to make sure they have an adequate number of people on staff to handle emergencies and will call back off-duty staff if needed. This happens about 25 times a year. It is quite frequent to get two house fires at the same time and they do not want all their resources stuck at one fire if another one was to come in. The on-duty staff is required to be at the station during their shift and they have a three-minute response time to anywhere in the City.

Mr. O'Neill reported on how they plan to engage the community. He stated they plan to present this report to other Commissions, the Rotary and Kiwanis groups, business associations and senior and assisted living facilities. They will also utilize park building and the fire station as a way to reach out to neighborhoods. He requested the Commission consider if there are other ways to reach out or communities to contact and noted they will present an abbreviated version of what was presented to them. They have information boards people can comment on and a comment form that can be filled out.

Commissioner Beltmann inquired what languages this information will be translated into.

Mr. O'Neill responded it is only available in English and they do not have the expertise or budget to do otherwise.

Ms. Olson noted they have discussed using volunteers who speak a second language, and this could be an option to consider.

Chair Holub suggested they work with the Fire Department to ask the City Council if this is a priority for them and request additional funding for a translator.

Commissioner Subramanian inquired if there are similar cities in the United States that have implemented this and could provide a history of outcomes.

Mr. Brosnahan noted the City of St. Louis Park also has a similar program that has been successful. It is in partnership with Methodist Hospital and has been going for a couple of years.

Commissioner Bolinger inquired if they have reached out to churches in the community.

Ms. Olson stated Galilee Lutheran has several congregations at that location and she can provide the Pastor's contact information.

Commissioner Beltmann suggested they use the Nextdoor app to send out information on the neighborhood meetings and provide information at National Night Out.

Mr. O'Neill stated they will have a brochure available for National Night Out.

Chair Holub suggested they use volunteers to provide more face time with neighborhood groups during National Night Out.

Commissioner Peterson inquired how they plan to advertise the proposed events.

Mr. O'Neill stated they plan to advertise in the Roseville newsletter and it will also be on the Fire Department's web page. They hope to have it on the City's website after the article in the newsletter goes out.

Ms. Olson noted it will also be in the City's electronic newsletter and will be provided to the usual media outlets. She suggested they also contact the City's Business Council.

Commissioner Peterson suggested they provide a flyer with upcoming dates that can be posted at churches.

Chair Holub inquired if they have cross checked common spots for call volume with their list of stakeholders.

Mr. O'Neill commented their common spots of call volume is related to high concentrations of population. This includes senior facilities and multi-family housing, and they will provide them with information.

Ms. Olson stated she will provide the HRIEC with a copy of the feedback form.

Commissioner Beltmann inquired if they have contacted the Roseville Library.

Mr. O'Neill responded they have not, but they will.

Chair Holub suggested they contact the residents of apartments and not just the apartment managers.

Mr. O'Neill requested they forward any additional suggestions to him.

Commissioner Beltmann noted they should try to hold events at various times throughout the day and not just in the evening.

Commissioner Bolinger suggested they also provide information at the Farmer's Market.

Chair Holub suggested they discuss strategy and what should be included in the pillars with immigrant and community of color groups.

Commissioner Subramanian inquired about mass media communications for the City.

Ms. Olson stated the City utilizes Facebook, Twitter, and Nextdoor. They also have a YouTube channel if they wanted to do a video.

The Commission agreed a video would be a good idea.

Commissioner Beltmann noted when a video is uploaded to YouTube, there is a transcription option that would allow them to reach communities with impairments.

Commissioner Bolinger noted they could also refer to the video on their brochures.

Commissioner Subramanian suggested they also provide an area on Facebook where people can respond with comments.

Warren Wolf, an audience member, suggested they contact Roseville Chat.

Mr. Brosnahan responded he has contacted them and works on that team.

b. Debrief from Joint Meeting with City Council

Chair Holub inquired how many Commissioners read the minutes and/or read the minutes from the joint Council meeting.

All Commissioners present confirmed this.

Chair Holub suggested they discuss their reactions to the joint meeting. The Council indicated they wanted the HRIEC to continue working on the Essay Contest, Rosefest, Book Read, proclamations, and table the Town Hall/Open House, Photo Project and Welcome Packet. In lieu of the items that were tabled, the Council requested they have a bigger picture discussion.

Ms. Olson also indicated the Council would like to further discuss what they are looking for with Imagine Roseville before it is discussed further with the HRIEC. This will be on the Council's agenda in May or June.

Youth Commissioner Iverson stated it would have been nice to hear Commissioner Djevi's response to the meeting.

Commissioner Peterson agreed and noted the Council brought up a lot of what Commissioner Djevi has said at the last joint Council meeting. They really want to focus on engaging the community and the how, what, when, and where.

Commissioner Beltmann commented it seems like there are general best practices surrounding inclusivity and engagement that they could provide to different departments with the City. Another component includes using current demographics to identify who the underrepresented groups are and what should be considered when engaging with them. She suggested they work with City departments to understand what they think is working well and not well, and who they are struggling with engage with.

Youth Commissioner Iverson inquired how they will take on these other items as a Commission.

Ms. Olson stated staff could work with the City departments to ask questions provided by the Commission and gather information. Staff and the Commission could work in partnership to gather information on the underrepresented groups and develop best practices surrounding engagement.

Commissioner Peterson noted there is probably already a lot information available on developing best practices or outreach.

Chair Holub suggested they discuss how they get from where they are to where the Council wants them to be.

Commissioner Beltmann offered to come up with a plan to tackle the items she brought up along with a timeline and resources needed.

Commissioner Bolinger inquired if a definition of communities has been put together.

Chair Holub responded this has not been done.

Ms. Olson referred to a document the City's GARE team put together. She noted there is a difference between who the City's current population is and who is in the school district. Based on census population, Roseville's current population is 78 percent white and 22 percent people of color. The Roseville Area Schools, which includes communities in addition to Roseville, indicates there is a growing number of students of color which will eventually become more reflective in the community. Historically, compared to other areas, Roseville is growing and there will be an increase in racial diversity. She noted the City does have information based on the census, Comprehensive Plan, and the school district. She offered to compile the data that she has so the HRIEC can identify what additional information is needed and determine a starting point that defines what groups may be underrepresented.

Chair Holub suggested they look at the who, what, when, where, and why paradigm and figure out a process on how to tackle this topic. The Commission highlighted the following questions and topics that should be included:

WHO – what questions should they be asking?

- Data on demographics
- Social groups, age brackets, spiritual groups in the community
- Specific groups in schools
- Gender groups
- People best served in a different language
- Community groups they should be considering
- Fairview billboards to see what groups are listed there
- List or properties owned versus properties rented
- Conduct a quick three or four questions survey on social media, Nextdoor, the City's newsletter and the website

Commissioner Beltman inquired if any data is kept on who attends events.

Ms. Olson noted data is not kept, but it is a good suggestion. She suggested they recommend this be done in order to benchmark how they are improving. Some data shows information on languages spoken.

Commissioner Subramanian suggested they use social media to ask some of these questions through a quick survey.

Commissioner Bollinger stated Nextdoor would be a good app to use.

Commissioner Peterson commented people on Nextdoor may already be connected to the City.

Chair Holub noted this project will be used as recommendations to the Council.

What -

- What are best practices more broadly in the community?
- What are City department's successes and struggles, and where do they see opportunities?
- Consider what is already happening and understanding the process on how the engagement process is determined.
- Develop a survey for City departments.

Chair Holub suggested they come up with questions for a survey to the departments at the next meeting.

Commissioner Beltmann offered to develop a draft of the department survey and best practices. At the next meeting, they can discuss where additional gaps are that need to be addressed.

Commissioner Bolinger inquired if other cities have a similar Commission that could provide information on what they are doing.

Ms. Olson stated she does not know of other Commissions similar to this one. Falcon Heights convened a task force to consider what they should do and it might be interesting to look at the report.

She also referred to the International Association for Public Participation (IAP2) and noted they talk about best practices for engagement and outreach. They can include it as a recommendation if they feel it would be valuable for staff to be trained in this way.

Commissioner Subramanian stated they can recommend to the Council an outreach that includes a monthly program that focuses on different topics, have a City staff member present it and then broadcast it so that people can feel they are involved. It connects the City and the individual and provides a way for people to learn about different City departments and topics.

Ms. Olson explained the IAP2 training starts with understanding why the outreach is being done, identifies who the stakeholders are and what their issues may be, and identifies the purpose of the outreach. It provides specific steps for engagement and outreach.

Chair Holub stated she understands the Council is looking for an approach to take towards engagement and outreach, not specific ideas.

Commissioner Subramanian commented it is hard to come up with steps for a project when they do not know what the project is.

Ms. Olson responded they can come up with best practices to identify the purpose, a plan for outreach, and identify the stakeholders and who they are not reaching. These steps should be done regardless of what the project is.

Chair Holub inquired how long the IAP2 training takes to complete.

Ms. Olson responded it can be as long or as short as they want it to be. Four hours would be the minimum needed to get a solid foundation.

Commissioner Beltmann stated there could be some standard questions they could be asking, and this could become department standards around general engagement practices.

Commissioner Bolinger noted when general best practices are established, there may be certain groups that require different ways of engagement and communication. After they define the “who”, then “how” can be defined per the group.

Commissioner Beltmann agreed and noted that every cultural group may have different ways they want to be engaged and they need to figure this out based on what the City of Roseville looks like.

Commissioner Subramanian stated the best practice should be at a higher level. This could include the time of day, how many people they can engage, and what the primary mode of communication will be.

Chair Holub suggested they each submit one item of research regarding best practices of engagement to Ms. Olson. The Commission agreed.

Where -

- This is related to “who” and they need to understand where they gather and get their information from.
- Look creatively beyond Roseville’s City limits to see how communities work together.
- How do they get information to the people identified?
- Where should they be engaging people?

Commissioner Beltmann requested clarification on the “where” and what information they need to get to people.

Ms. Olson explained it refers to where they should be engaging people. Should people come to City Hall? Should they be engaging in the community? Where are those locations?

Chair Holub clarified that perhaps City staff should not just reach out within Roseville and should represent the City at other events. An example would be cultural festivals that residents attend that are not held in Roseville.

When –

- A wide variety of dates and times to meet a wide variety of people.
- Who comes in and out of Roseville?
- When can also refer to at what stage in the process do they engage.

Commissioner Beltmann inquired if they have data on the number of people who leave the City or come to the City to work.

Ms. Olson responded they may have that data.

Why -

- Understand why they are engaging and what the end goal is.
- Understand the need from the other side of engagement.

How -

- This can be done when they have completed their research and have resources to look at.

Ms. Olson stated she will send a follow up email to remind Commissioners to send information on research for the next meeting.

The Commission recessed at 8:30 p.m. and reconvened at 8:37 p.m.

c. Rosefest Parade and Party In the Park Planning

Chair Holub reported they received direction from the Council to continue planning for Rosefest with the parade and Party in the Park. The Council wants them to provide ideas for ways these events can better engage the City's Commissions and the community, with these ideas being executed via City staff.

Commissioner Peterson noted the Council also wanted them to focus community engagement with a group that is not well represented in 2019. She recommended they put it on their planning calendar to begin work right after this year's Rosefest. She also suggested a member of the HRIEC work on the parade committee. This would require the parade committee to meet at a different time since they usually meet at the same time as the HRIEC.

Ms. Olson stated they need to decide how they want to participate in the parade this year.

Chair Holub provided an update to new Commissioners on what was done last year.

Chair Holub explained they concluded not to have members of community groups walk with them during the parade due to the size of the group. They also found out it would be free for groups to participate and this would allow them to have their own contingency. They plan to be more strategic with this next year rather than try to force it at the last minute.

The Commission agreed that the Council wanted them to have all the Commissions participate together and City staff would be responsible for encouraging their Commission to participate.

Ms. Olson agreed.

Chair Holub commented she also thought the HRIEC was to determine what was done for the parade by the group of Commissions. This might include t-shirts or developing a theme. Ms. Olson agreed.

Chair Holub requested suggestions on what they should do in the parade.

The Commission recalled what had been done in the past and noted they had a large banner and signs for each Commission.

Youth Commissioner Iverson inquired how many people from each Commission will be in the parade.

Commissioner Peterson noted there were a total of 5 people in addition to the HRIEC that participated.

Commissioner Bolinger suggested each Commission design their own t-shirts.

Ms. Olson stated timing may be an issue since Commissions only meet once a month and will only meet twice before the parade.

Commissioner Beltmann suggested they do what was done last year because of timing. They can incorporate new ideas into the planning for 2019.

The Commission agreed.

Ms. Olson noted staff can coordinate with other Commission liaisons regarding t-shirts needed and Commissioner Manke can help with the ordering process.

Commissioner Peterson suggested they do another survey after the event in an attempt to gather feedback.

Chair Holub noted they will have to buy candy and suggested they have the Mayor send an invite to Commissioners again this year.

Chair Holub explained Party in the Park and what was done at this event in previous years. She suggested they include information from the Fire Department.

Ms. Olson mentioned they could have a survey to better understand how people want to be engaged but cautioned there are a lot of people who attend that are not residents of Roseville.

Commissioner Bolinger suggested the survey be short and if completed, it could be entered into a drawing.

Commissioner Beltmann inquired if there are City departments looking for other information.

Commissioner Subramanian suggested they ask what represents Roseville.

Commissioner Beltmann inquired if the intent is to gather information or use it as a fun way to engage people. They could have a coloring contest for kids and use that time to conduct a survey with their parents.

Commissioner Subramanian suggested they include a prepaid survey in the newsletter where people can answer questions, tear it out, and send it back to the City. This will be useful to gather information from the whole community since not everyone attends Party in the Park.

Chair Holub noted Party in the Park is not the only way they intend to get feedback.

Commissioner Beltmann stated they need to decide whether their focus is to collect information or just have fun. She suggested they do a puppet shows that educates the community on what the HRIEC is all about.

Ms. Olson stated they could provide education on a specific topic. Since this will be done by the HRIEC, she suggested they bring ideas to the next meeting for finalization.

Chair Holub inquired if staff or Commissioners would help out in the booth.

Commissioner Beltmann inquired what the ground rules were around the event.

Chair Holub responded they do not need to have a booth and space is limited in the park.

Ms. Olson stated this year their only option would be a booth due to timing and there is not a budget for the event. She suggested they include other ideas in planning for 2019. \

Commissioner Peterson explained the booth was staffed in two or three hours shifts from 9:00 a.m. to 4:00 p.m. There was a steady stream of people until later in the afternoon. The booth had two large tables with a tent over it.

Ms. Olson explained the tables were provided by the City and the tents were provided by members of the Commission.

The Commission agreed to bring ideas to the May meeting. Staff will send out a survey to see who is available from other Commissions to staff the booth prior to this meeting.

d. Essay Contest

Ms. Olson reported the 54 essays received were narrowed down to the top 15. Commissioners ranked the 15 essays and the scores are included on page 62 of the meeting packet. Based on the scores, there were several ties. Historically, the top three essays receive a prize and up to three honorable mentions have been designated. The top three essays are invited to read their essays out loud at the Council meeting, and there is a reception prior to the Council meeting for

everyone involved. She requested the Commission identify the top three winners and designate any honorable mentions.

The Commission agreed to the following winners of the essay contest:

- First Place – Essay 15
- Second Place – Essay 9 and Essay 12 (tied)
- Third Place – Essay 3
- Honorable Mentions – Essay 14

Ms. Olson noted she will look to see what has done in the past with prize money for essays that tied. Each winner will receive a check and a printed certificate. On May 7, there will be a reception for winners at 5:30 p.m. They will then read their essays at the Council meeting which begins at 6:00 p.m. She noted this is also the same meeting where Commissioners who have left Commissions will be recognized.

Chair Holub noted agenda items 8(e), (f), and (g) will be moved to next month's meeting.

e. Update from Multicultural Festival

f. Appoint Ethics Commissioner

g. Assign Outstanding Proclamations

Other News, Business or Reports

a. City Engagement Efforts

Ms. Olson highlighted the following items and events:

- Help Maintain Roseville Parks – Evergreen Park, Saturday, April 21, 10:00 a.m. to noon
- Earth Day – Harriet Alexander Nature Center, Saturday April 21, 10:00 a.m. to 2:00 p.m.
- Naturalization Ceremony – Guidant John Rose Oval, Monday, May 14, 10:00 a.m.

Announcements

Ms. Olson invited the Commission to attend the Naturalization Ceremony.

Ms. Olson reported there will be a group of international visitors from Africa at Roseville City Hall on Monday, April 23 from 3:00 p.m. to 4:30 p.m. They will discuss how the City of Roseville addresses human rights matters and policy issues. It will consist of an informal question and answer time and she encouraged Commission members to attend.

Ms. Olson provided potential dates available for the Commission to hold a Biannual meeting. After discussion, they agreed to have it on either June 7 or June 19, and this will be determined by a Doodle Poll.

Ms. Olson noted on June 14, GARE will be sponsoring a speaker series that the Commission may want to attend. She will provide more information as it becomes available.

Ms. Olson explained in response to concern that a bus circulator was not reaching certain populations, the Council tasked staff to do outreach and identify what the City can do better. A group called the Southeast Interagency Working Group was developed consisting of representatives from the Karen and Bhutanese organizations, different neighborhood groups in southeast Roseville, the school district, and others. No meetings have been scheduled yet, but members of the HRIEC will be invited.

Future Agenda Items

- IAP2 Training
- GARE Update
- 2020 Census
- New American Forum Update

Adjournment

Chair Holub adjourned the meeting at 9:25 p.m.

Respectfully submitted,

Shannon Schmidt

TimeSaver Off Site Secretarial, Inc.