

**Human Rights, Inclusion and Engagement Commission
Meeting Minutes
June 7, 2018**

Commissioners Present: Cat Beltmann, John Eichenlaub, Chelsea Holub, Monica Bolinger, and Etienne Djevi

Youth Commissioners: Acer Iverson and Elizabeth Hansel

Commissioners Absent: Lauren Peterson (excused), Subbaya Subramanian (excused), Michelle Manke, and James Ryerson

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 6:35 p.m.

Approve Agenda

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

Public Comment on Items Not on Agenda

Approve Minutes

Receive Reports

Youth Commissioner Report

Youth Commissioner Hansel reported that Teens for Human Rights Club taught 12 ninth-grade classes on May 4th. The club will start back up in the fall.

Youth Commissioner Iverson reported that the June 19th book club meeting has been moved to 4:00 p.m. The June 22nd book club meeting remains from 3:00-5:00 p.m.

New Business

a. Discuss Engagement Approach (Foundation & Outreach)

Chair Holub stated the HRIEC is scheduled to meet with the Council at the July 9th meeting. The goal of tonight's meeting is to go through what has been submitted by Commissioners, in order to prepare for the joint Council meeting.

Commissioner Beltmann suggested the following:

- Look at demographics of the City (which is already included in the 2040 Comp Plan);
- Survey City departments and key staff members to ask what they are already doing in terms of engagement, where they see a need for assistance/input, who they feel is missing from the conversation;
- Create a matrix, or plan that can be used by the City that can be used in the planning process;
- Assessment tools – Nexus Community Partners has a tool that focuses on engagement, specifically the Impacts of Community Engagement Model;
- Resources – specifically, webinar for inclusive engagement.

Commissioner Djevi gave an overview of his proposal for the joint Council meeting:

- Clarify the HRIEC is not trying to take over the function the City Council has; the Commission is here to serve, help City departments to do better with their goal of reaching out to those who have not been reached.
- The HRIEC is not going to do anything the Council is not in agreement with.
- The goal is to establish a definition of community engagement and think about how the City gets in the community, receives input from the community, so that their input is at the forefront of anything that is done. He asked how to ensure the HRIEC serves as a liaison between what the community wants and what the City government wants.
- Benefit to engagement – if people buy in, they are more likely to cooperate. Resolving and minimizing conflict is a benefit of engagement also.
- Proposal:
 - Look at specific programs the City has that they want to implement. The HRIEC can be the liaison prior to the implementation (for major projects) and reach out to the community. The HRIEC can do the ground work, work with volunteer services, and if there are subjects that need to be discussed, they assist with arranging that dialogue. Immigrant communities require more time to understand what is at stake when faced with a specific project. There needs to be enough time for the preparatory work prior to the City moving forward.
 - He suggested going in to the community and trying to figure out what issues they have that the City is not aware of and coming up with strategies and new programs/strategies to propose to Council.

Commissioner Beltmann suggested a handbook or guide would be very helpful to help the City in engagement going forward. She stated the building community relationships

within marginalized communities is a great idea. She suggested her document can be merged with Commissioner Djevi's. The Commission agreed that is a good idea.

Youth Commissioner Iverson asked when a listening session can be held.

Commissioner Djevi noted that whatever approach is decided upon, evaluation goals and benchmarks will be important.

Assistant City Manager Olson noted that it would be helpful for the Commissioners to come to the joint Council meeting with some suggestions on ways in which the HRIEC can create an engagement process. She also noted that the Park and Recreation department does have a guide on engagement with some similar best practices to what was outlined tonight. From a staff perspective, when staff is planning any sort of service, there should be a checklist of who the stakeholders are, what the purpose of the engagement is. Some on the staff are not fully trained in engagement practices. Understanding of building those relationships in the community is key. She asked that she receive the combined document by noon on Wednesday, June 13th.

Other New Business or Reports

a. Update on Rosefest Parade & Party in the Park

Assistant City Manager Olson noted the Mayor sent out a special invitation asking for participation in the parade. Eleven people are available for the parade and six are available for Party in the Park. She will work on getting t-shirts and signs.

The Commissioners discussed various options of engaging the public at Party in the Park, including a community recipe or a holiday/event calendar.

The Commission decided to collect recipes and have a coloring station for kids.

Assistant City Manager Olson suggested that staff can work on logistics for getting the materials needed for the booth, but the HRIEC needs to set up and staff the booths.

Announcements

Assistant City Manager Olson provided an update on the upcoming G.A.R.E. meeting as well as the Nexus Community Partners' information session for the Boards and Commissions Leadership Institute in Roseville.

Chair Holub suggested the HERIC election will be held at the June 20th meeting, as she is stepping down from Chair.

Commissioner Eichenlaub suggested research be done into the recent police event that was captured on video and shared widely on social media. He wants to ensure that proper procedure and protocols were followed and that a police report is issued to the public.

Chair Holub expressed disappointment that the City Council has not addressed the arrest, nor is the HRIEC able to bring it up until the next meeting.

Assistant City Manager Olson noted that the discussion will have to focus on the role of the Commission specifically.

Future Agenda Items

- a.** IAP2 Training
- b.** GARE Update (June)
- c.** 2020 Census
- d.** New American Forum Update
- e.** 2018-2019 Essay Question (June)
- f.** Youth Commissioner appointment
- g.** Video item – per Commissioner Eichenlaub’s request
- h.** Proclamation verbal update

Adjournment

Chair Holub adjourned the meeting at 7:39 p.m.

Respectfully submitted,

Allison Burr

TimeSaver Off Site Secretarial, Inc.