

45 Chair Grefenberg stated significant revisions have been made to the minutes by the Chair and
46 Vice-Chair Becker to adequately reflect, in their opinions, the discussion and decisions of the last
47 meeting.

48

49 Commissioner Gardella moved and Commissioner Mueller seconded a motion to approve the
50 March 12, 2015 meeting minutes as emailed on Tuesday, April 7, 2015. **Motion passed**
51 **unanimously.**

52

53 **Public Comment**

54

55 There being no one present wishing to speak on an item not on the agenda, the Chair moved to
56 the next agenda item.

57

58 **Old Business**

59

60 Chair Grefenberg postponed Agenda Item 7.A 1-3 until speaker Madeline Lohman arrived
61 moving on to Agenda Item 7.B with the unanimous approval of the Commission.

62

63 **b. Progress Reports on Priority Projects for 2015 (Continued)**

64

(i) Priority Projects for 2015

65

66 Chair Grefenberg drew the Commission's attention to the meeting packet's updated Current
67 Status Report on Implementation of the Commission's recommended policies and strategic
68 recommendations, as presented to the City Council last December. He noted items in blue
69 depicted the original report created at the December 7, 2014 meeting as approved by the
70 Commission and submitted to the City Council; items depicted in black indicated updated
71 remarks.

72

73 Chair Grefenberg commented that this agenda item would provide an overview of the
74 Community Engagement Commission's priorities and objectives for Commissioner Sanders.

75

76 **1. Assist and Encourage the Formation of Roseville Neighborhood Associations**

77

78 Chair Grefenberg reported the Neighborhood Associations Task Force had been formed, two
79 meetings had occurred, and himself and Donna Spencer had been elected to serve as co-chairs.
80 He stated, with the consent of the next Chair, the Task Force had requested to meet with the
81 Commission on May 14, 2015 for a preliminary progress report to be sure the Task Force was
82 covering the issues that the Commission intended.

83

84 Chair Grefenberg reviewed the various policies adopted by the Commission to assist and foster
85 the development of neighborhood associations.

86

87 **2. Host a Conference on Community Engagement in Roseville**

88

89 Chair Grefenberg noted the Commission formed a Planning Committee, appointing
90 Commissioners Gardella and Mueller. He stated the intention would be to host a learning event
91 or events and not a conference. He requested Gardella and Mueller prepare an outline and/or
92 document describing the opportunities to be reviewed at a later date by the Community
93 Engagement Commission.

94

95 **3. Joint Task Force with Planning Commission to Study Zoning Notification**
96 **Issues and Formats**

97

98 Chair Grefenberg reported the Joint Task Force now composed of Planning Commissioners
99 Michael J. Boguszewski, James Daire, and Shannon Cunningham, and Community Engagement
100 Commissioners Gary Grefenberg and Michelle Manke. He stated that this membership had been
101 approved at the last meeting but the possibility of adding a public member had not been
102 determined. Staff Liaison Bowman would schedule the first meeting.

103

104 Grefenberg reviewed the Current Status Report for this item, noting that the priority to form a
105 joint task force with the Planning Commission on zoning notification issues had now been
106 achieved. He noted the next step for the Commission would be to review the recommendations
107 of the joint task force.

108

109 **4. Online Civic Engagement Module for New City Website**

110

111 Chair Grefenberg highlighted the Commission’s achievement in completing this priority task,
112 stating the City had approved the contract for the online community engagement module. He
113 noted City staff had at their own initiative already created and launched a City Facebook page
114 and Twitter account, as recommended in the December 2014 Commission recommendations to
115 the Council

116

117 Staff Liaison Bowman stated there would be a kickoff meeting with the community engagement
118 module vendor to introduce the next steps in putting together the new on-line module including
119 timelines, materials, and promoting the new module. He would distribute this information to the
120 Website Redesign Committee. The thing that would be key in the success of this is being able to
121 inform several different groups, to include the commission, and engage people where they are at
122 not just where the City is or what the City wants to know.

123

124 Chair Grefenberg stated Staff Liaison Bowman had informed him that the Committee would be
125 involved in the rolling out process. He recommended they also work with him on the “Speak-
126 Up” topics. The city utilizes “Speak-Up”, You Tube, and Twitter along with the City News
127 would be utilized to provide information, announcements, and encouragement for people to use
128 the Civic Engagement Module. This has been a major accomplishment for the Community
129 Engagement Commission, he said.

130

131 **5. Assist in the Resumption of Roseville U Program**

132

133 Chair Grefenberg said since the meeting packet had been sent out there had been an
134 announcement that Roseville U has resumed. There has been delineation of some of the topics
135 and people can register by topic. The first topic will include Civic and Community Engagement
136 and how residents can get involved both as volunteers and as commission members. The
137 Commission will be involved in planning this, he said.

138
139 Commissioner Manke stated the first session was scheduled for May 7. She asked at what point
140 the Commission would be involved given the tight time line and what the Commission's mission
141 would be for the event.

142
143 Chair Grefenberg stated Staff Liaison Bowman had indicated the Commission would be involved
144 in the planning and share the hour with the Volunteer Coordinator. He would be comfortable
145 with Staff Liaison Bowman letting him and Commissioner Manke know when they should be
146 involved.

147
148 Staff Liaison Bowman stated he had not started putting together the program. The segment
149 would be less than 1-hour and shared with the Volunteer Coordinator. He suggested reviewing
150 the steps the City is taking to encourage people to communicate and receive communication and
151 how they engage the City. He stated he would discuss this with Chair Grefenberg.

152
153 Chair Grefenberg asked if anyone else would like to volunteer. He clarified he and
154 Commissioner Manke would be involved.

155
156 Commissioner Gardella asked if Staff Liaison Bowman would be designing the whole Roseville
157 U program or just the first module.

158
159 Staff Liaison Bowman stated he would be responsible for the first session. Each Department
160 would develop their own curriculum for Roseville U and the curriculum topics have been set.

161
162 Chair Grefenberg stated he thought the City would be open to suggestions and feedback at the
163 end of this process. The last session is set for the fall. The Commission is able to provide input
164 at this time for the first session.

165
166 Commissioner Mueller asked how Roseville U would be marketed to residents.

167
168 Staff Liaison Bowman stated the information is in the news update, on the City's website, and
169 there would be a social media rollout next week. It would also be included on the first page of
170 the City's newsletter.

171
172 Chair Grefenberg asked Staff Liaison Bowman to forward all the information on Roseville U
173 topics to the Commissioners.

174
175 Staff Liaison Bowman also suggested Commissioners could view the city's website for
176 information.

177

178 **6. Involvement of Renters in Roseville Decision-Making and Civic Affairs**
179

180 Chair Grefenberg stated this had been a recommendation from the City Council. The only
181 activity at this time has been the zoning notification to renters who would be considered by the
182 Zoning Notification Task Force. The first meeting for this Task Force would be organized soon.
183 He suggested to the Committee to suggest Roseville resurrect the Welcome to Roseville packet
184 and distribute this to renters as well as new homeowners.

185
186 **a. Advocates Partnership Proposal Projects for 2015 (Continued)**

187 **1. Introduction of proposal by Madeline Lohman of Advocates for Human**
188 **Rights**
189

190 Chair Grefenberg explained the proposal in front of the Commission is the same proposal that
191 had been reviewed by the commission in February. He said he would like an open discussion on
192 the specifics and the rational of the proposal including community forums, strategizing sessions,
193 and training for Commission Members, City Staff, or other target groups.

194
195 Ms. Madeline Lohman introduced the proposal. She indicated that the goal of the strategizing
196 sessions is to use the information that had been gathered from the community forum to move
197 forward. She said that in other communities, for example, multiple community forums may be
198 held in order to get this information from residents or to focus on specific topics such as civic
199 engagement. Roseville, she noted, having previously held a broader community forum, may
200 now be interested in holding community forums in different locations regarding civic
201 engagement and out of this there would be ideas and findings from residents about what they
202 think is going on in the City. She clarified that these forums are typically an open format in
203 which everyone can attend and the Commission chooses the specific framing of a given forum.
204 However, she would encourage a specific outreach to refugees and immigrants and other groups
205 that have trouble attending such as seniors or those that have trouble getting around. She added
206 that Advocates for Human Rights focuses on refugees and immigrants because this is their area
207 of expertise and this is a group that typically has barriers to participation. She illustrated that
208 sometimes these forums have immediate opportunities for improvement in community
209 engagement that can be implemented in the near term. Otherwise, once actions have been
210 identified through the strategizing session, Advocates for Human Rights can provide training to
211 help with the medium and long term shifting of the City culture as needed.

212
213 **2. Discussion between Various Parties, Including Department of**
214 **Administration**
215

216 Ms. Lohman indicated that in some situations, communities have previously had sufficient
217 community forums and instead engaged the Advocates for Human Rights to facilitate only the
218 strategy sessions. Vice-Chair Becker asked what data would be used as an input for the
219 strategizing sessions if a community forum was not held.

220
221 Ms. Lohman replied that if community forums are not done then the City should have a specific
222 defined area of concern that they would like to address.

223

224 Chair Grefenberg offered that the City had initiated a vigorous and comprehensive effort
225 working with the Karen Organization of Minnesota. He said initially this work initially focused
226 on some of the housing issues the Karen were experiencing but this since expanded well beyond
227 that. He noted that relationship, in initiated by the City and associates assisting in other ancillary
228 issues, is being carefully considered already with input from the Karen Organization of
229 Minnesota. He noted that Ms. Collins is the coordinator of this effort and Commissioner Sanders
230 also participates in some of these discussions. He stated he personally feels the City is well
231 along in this process with the Karen population.

232

233 City Clerk Kari Collins concurred with Chair Grefenberg. She said the Immigrant Experience
234 forum was well done and offered a catalyst to some of the discussions that are currently
235 occurring. She thought that at this time, Advocates for Human Rights is referring to
236 participating in civic life but what is currently being done with the Karen is focused on
237 community engagement and identifying gaps in services and resources. Once the framework of
238 basic services has been laid then the City can work on engaging the Karen at the civic levels as
239 well. She thought Advocates for Human Rights could work with the Commission on how to
240 apply this framework established for the Karen to other immigrant groups in Roseville.

241

242 Volunteer Coordinator Kelly O'Brien stated she was involved with MN Volunteers Association
243 and they had done a lot of work around engagement of immigrant populations. She said she
244 recently met with some of the leaders from the Karen Organization and one of the things that
245 keeps coming up is being aware of approaching it with our first world lens and our concept of
246 what civic engagement means because this is not a concept that people who have spent decades
247 living on the run have as part of their reality. So, she feels we need to start with that and being
248 able to articulate what that means because we can build a relationship where we are meeting their
249 needs. She felt this can create a power situation versus a give and take that they have not had as
250 part of their reality for decades or generations. She said what she talked with the KOM about
251 was starting with defining what community engagement is and why it is a benefit to them as a
252 resident of the community and helping KOM staff with some of this language that they can use
253 with the people they are working with. She reiterated that it starts fundamentally with defining
254 what it is and acknowledging our first world lens.

255

256 Ms. Collins noted that one of the things that came out of the large group conversations on Karen
257 needs was that transportation is a huge issue and they cannot always get to the public library to
258 use the computers and there are literacy issues as well. She asked how do they become part of
259 the community when they are not tapped in and they are not on-line. She felt it was a huge
260 challenge to identify ways to not just exchange information with these populations but also
261 engage them as well.

262

263 Vice-Chair Becker asked, related to training, how targeted Advocates for Human Rights would
264 get to specific City services. For example, he asked, do they get to the level where they would
265 do training related to law enforcement or emergency response or would it be a broader training.

266

267 Ms. Lohman stated Advocates for Human Rights does have some law enforcement training but
268 they would look to partner with other groups because it is often better to have law enforcement
269 train law enforcement because it makes it more credible to those receiving the training. She said
270 there are certain areas Advocates for Human Rights can tailor the training but she does not know
271 that they have all the expertise in family services, for example. She offered they could offer
272 more general training and find partners to address these specific aspects.

273
274 Chair Grefenberg stated he did not foresee the CEC having community forums except for the one
275 learning event or conference. He said it seems to him that the Human Rights Commission
276 (HRC) has more of such forums, especially revolving on human rights. He noted is not against a
277 forum talking to immigrants about civic engagement when the time might be appropriate but he
278 does not agree it is appropriate right now. He added he is not sure how much use the CEC would
279 have in working with Advocates for Human Rights on community forums and asked for input
280 from other Commissioners.

281
282 Commissioner Gardella felt there is a lot of need for community forums so whether the CEC
283 takes that as a charge or the HRC would not matter so much but that the idea that they could
284 encourage forums and conversations in multiple locations on multiple topics with multiple
285 audiences is important to a healthy and engaged civic democracy. She stated not just having
286 conversations but then moving that into what does that mean and how they are taking what they
287 heard and implementing that. She said she would like to see community forums stay a part of
288 this proposal but if it is better positioned with the HRC then they could collaborate together. She
289 said she thinks there is overlap in how the CEC was initially thinking about some of the
290 community learning events as more than a conference or one event but rather as multiple events
291 with different opportunities for learning about engagement and the community forums platform.

292
293 Vice-Chair Becker asked if there were any time constraints related to this proposal and how long
294 the funds available.

295
296 Ms. Lohman replied they had funding available until the middle of 2016.

297
298 Chair Grefenberg asked if Advocates for Human Rights would be asking for any money from the
299 Commission for these events.

300
301 Ms. Lohman replied that the programming would be paid for by grants but if the Commission
302 wished to offer food or beverages at the events then this would not be covered by the Advocates
303 for Human Rights.

304
305 Ms. Collins stated the Police Department typically puts on a New American Forum and it has
306 generally revolved around public safety but due to the nature of the forum this year it also took
307 on a theme of rental rights and responsibilities. She added that one of the things that Staff is
308 looking at is expanding this event to be more of an all-day event where they could have
309 organizations such as the Advocates for Human Rights to do breakout sessions. She said the
310 City could invite interpreters for the immigrant communities. She said this would provide the
311 City an opportunity to get information to the immigrant populations as well as to learn from them

312 as well. Further, she noted that the School District put on a similar event and they are looking to
313 expand it as well.

314

315 Ms. Lohman responded that it is helpful to use an established and trusted event as a starting
316 point. She said she does not know if the Commission has a specific mandate on civic
317 participation but the Advocates for Human Rights would be able to assist these groups in
318 learning where to go for specific basic needs. She added that meeting a community's basic needs
319 is a form of civic engagement but it should also foster a relationship where the City works with
320 them to meet other needs. She said that the community forums could be used to look at these
321 broader topics.

322

323 Chair Grefenberg stated the problem with forums is reaching the targeted groups and noted that
324 the City has a relationship with the Karen but he is not aware of a similar structure for other
325 refugees or immigrants or ways to contact these groups.

326

327 Ms. Collins stated the City has not even scratched the surface as far as reaching out to other
328 populations. She thought what is unique about Roseville is they do have a large Karen
329 population compared to surrounding municipalities but the City could reach out to other cultural
330 organizations because these populations should all be engaged equally.

331

332 Vice-Chair Becker noted that in addition to being unique to Roseville the Karen were an
333 emergent issue and wondered if the other populations might not be in the same state of crisis.

334

335 Chair Grefenberg stated one of the Commissions charges in the City Ordinance was to review
336 and recommend ways to improve the City's public participation process and policies, identify
337 underrepresented groups, and remove barriers and engage and promote increased participation of
338 all residents. He felt the City has done a remarkable job responding to the emergent or
339 emergency issues with the Karen and he personally agrees that civic engagement of the Karen
340 not only needs some thought but should be a later stage. He asked that when this happens he
341 would appreciate the City involving the CEC. He stated the strategizing sessions are something
342 he would be interested in and he asked if these would primarily be for City Staff,
343 Commissioners, or Councilmembers or if it would include immigrant and underrepresented
344 community members as well.

345

346 Ms. Lohman replied these sessions could involve all these people but the strategy session is very
347 focused on naming an issue that was brought up in the forum but the session does not spend a lot
348 of time identifying issues. She clarified that the strategizing sessions assume the issues have
349 been identified and the session is to identify ways to address them. She noted that community
350 members have the knowledge of what is going on outside of City Hall that contributes to the
351 issues. She states that if a larger community forum is not what the CEC would be interested in
352 then she would recommend contacting key members of the communities they are trying to reach
353 and have an informal discussion.

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355 Vice-Chair Becker asked where the City Council was at with their visioning sessions on civic
356 engagement.

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Ms. Collins responded that community engagement had been listed as one of the top five priorities and there have been strategic planning sessions to define what this means. She noted that this involves not only the immigrant population but other underrepresented groups such as renters and that part of the strategic initiatives are making sure the City is continuing to have communication and having subgroups. She felt the Commission can play a large role in this.

Chair Grefenberg asked if the council had received the final report from the Retreat consultant and what the consultant had recommended.

Ms. Collins stated a draft proposal had been submitted and the Council would be reviewing and deliberating about it at a City Council meeting. She noted that the staff had a session where they provided input on the strategic initiatives.

Chair Grefenberg stated the Council made civic community engagement one of its five top priorities and it would be useful if the Commission could get an advance copy of the report prior to the Council's discussions because if the CEC is advising the Council on community engagement then they should be advising them when it comes to the grand plan as well.

Ms. Collins stated the Council would have to decide if they would want to make the report available ahead of time and that when the Council does discuss it, the CEC would be welcome to attend the meeting.

Vice-Chair Becker rephrased his previous question to how interested the Council would be in participating in a strategizing session since they have just completed this visioning process with the consultant.

Chair Grefenberg asked if the training would be Commissioners or City Staff and employees.

Ms. Lohman replied the training could be for these groups but it would depend on what the identified issues were because generic training for everyone may not solve specific problems identified.

Chair Grefenberg stated it seemed to him that the management of the various Departments would benefit from this.

Ms. Collins stated if Roseville were not doing its current outreach efforts it would be different but outreach has already been identified as necessary across all departments.

3. Next Steps

Chair Grefenberg stated the Interagency Task Force had Department Heads represented. He asked what role, if any, should the CEC provide.

401 Commissioner Miller asked if groups such as seniors would fall under Advocates for Human
402 Rights purview.

403

404 Ms. Lohman noted one of the Council's priorities is renters in general and although Advocates
405 for Human Rights is working to ensure immigrants and refugees are a meaningful part of the
406 process, she felt they would be able to do a program around broad populations.

407

408 Chair Grefenberg stated the thing that would be helpful to the CEC and City Staff would be the
409 information that Advocates for Human Rights has as far as how to reach these groups, how to
410 gain their attention and where to post information. He felt this would be a valuable resource as
411 the CEC and Staff continue their work.

412

413 Ms. Lohman stated they have general information but nothing specific to Roseville or its
414 residents. She stated her general advice would be to put information where these groups are and
415 where they feel safe. These are often places that connected to their cultural community. She
416 recommended ethnic grocery stores, religious institutions, Laundromats, coffee shops, and free
417 clinics.

418

419 Vice-Chair Becker stated if the CEC wants to engage with renters there may be an opportunity to
420 partner with Advocates for Human Rights and do a specialized meet and greet in apartment
421 complexes that are predominately refugees or immigrants.

422

423 Commissioner Gardella asked if the CEC was approving entering into a collaboration with
424 Advocates for Human Rights at this time or if this had already been done and they are just trying
425 to decide what this collaboration would look like at this time.

426

427 Chair Grefenberg stated previously the HRC had sponsored a program facilitated by Advocates
428 for Human Rights. He clarified at this time the CEC is considering a partnership with Advocates
429 for Human Rights but he would like to know specifically what this would look like.

430

431 Commissioner Mueller asked if this proposal and approach would need to be approved by the
432 City Council.

433

434 Chair Grefenberg stated the Commission would not need City Council approval but they could
435 involve the City Manager.

436

437 Ms. Collins recommended involving the City Council to be sure the vision aligns with what they
438 envision especially with the strategic planning that will be coming up. She felt that before
439 entering into a partnership she suggested making sure this was a direction the Council was
440 identifying as well.

441

442 Commissioner Gardella stated if this partnership as implications for City Staff and the various
443 departments it would be important to coordinate and connect with them and felt that as a
444 Commission they should move forward and identify some next steps. She noted that this can be

445 done by a smaller Committee that would work closely with Advocates for Human Rights to
446 identify the groups involved and who to target.

447
448 Ms. Collins stated there would be an upcoming joint meeting between the CEC and the City
449 Council and the Commission would have an opportunity to discuss what they have been working
450 on and what they would like to work on. She encouraged the Commission to tell the City
451 Council, at that time, that this would be something they would like to work on and get their
452 feedback.

453
454 Chair Grefenberg clarified the Commission was not in opposition to a partnership but they would
455 like to proceed methodically. He felt the opportunities given by the strategic planning retreat and
456 the upcoming joint meeting with the Council may be an opportunity to present something in
457 more detail as to what this mean and this would require thought but there is time because they
458 are not going to be meeting with the Council before May.

459
460 Commissioner Gardella stated this since has the potential to hit on a number of the different
461 priorities identified and may align with some of Staff's efforts, these would be a great points to
462 bring up to the Council. She stated this could be combined into some of the community learning
463 events he Commission has been discussing.

464
465 It was the consensus of the Commission to enter a partnership with Advocates for Human Rights
466 and move forward carefully and inform the City Council at their joint meeting of the opportunity.
467 Commissioner Gardella and Commissioner Mueller would work with Advocates for Human
468 Rights to determine appropriate programs and present these in detail to the Commission for
469 consideration.

470
471 Ms. Lohman clarified out that the strategic planning was very targeted and is probably a different
472 approach than the visioning that the City is currently doing with the consultant.

473
474 Vice-Chair Becker asked if it would be possible to reach out to Chief O'Neill and Chief Mathwig
475 to see if they had any specific needs reaching out to immigrant communities.

476
477 Chair Grefenberg asked Ms. Collins to relay this partnership with the Advocates for Human
478 Rights to the HRC. He stated the CEC would be open to co-sponsoring a program such as this.

479
480 **(ii) Implementation of Other Strategic Recommendations**

481
482 Chair Grefenberg suggested due to time constraints this item be moved to the agenda for the next
483 meeting.

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490 **c. Other Old Business**

491 **1. Participation in the Rosefest Parade**

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Chair Grefenberg stated the Rosefest Parade was June 25 and this would be an opportunity for the Commission to interact with the community and have fun. He suggested using a pick-up truck in the parade.

Commissioner Gardella asked what they would need a pick-up for.

Commissioner Manke suggested they walk and they all wear their Commission t-shirts, since it will be hard to engage with the residents from a pick up truck.

Vice-Chair Becker stated vehicles are generally involved if they are pulling something. He suggested the Commission discuss what they wanted to do at the parade.

Commissioner ? suggested wearing the Commission t-shirts and carrying a banner.

Commissioner Manke stated they could use a smaller vehicle to pull something with the banners attached to the sides. This would give better visibility to who they are and also give them a place to put their materials and belongings. She clarified the route was about 1-mile.

Chair Grefenberg stated the Commission does not need to decide at this time. He asked for a volunteer to look into the cost of two (2) banners, candy, and water and to make a plan for what the Commission would do at the parade.

Vice-Chair Becker asked if there was a specific message they would want to convey such as the Community Engagement Module on the website.

Commissioner Miller suggested putting together a flyer encouraging people to visit the website and check out the module.

Staff Liaison Bowman stated he would not want someone to hand him a piece of paper if he were attending the parade.

Commissioner Manke stated there would not be enough time to get involved in conversations with people but they could consider having a booth at the Party in the Park event on July 4.

Chair Grefenberg stated people would be more willing to stop and talk at that type of event and they could hand out materials at that time. He recommended the new Chair and Vice-Chair work on putting together a proposal.

Commissioner Gardella stated this would be a good activity for the Outreach Committee to work on.

535 **2. Welcome Packet**

536

537 Chair Grefenberg suggested due to time constraints this item be moved to the agenda for the next
538 meeting.

539

540 **Chair, Committee, and Staff Reports**

541

542 **a. Staff Report**

543 **1. Upcoming Items on Future Council Agendas**

544

545 Staff Liaison Bowman reported between now and the next meeting there was nothing pertaining
546 to the Commission on City Council agendas. He clarified he would talk to City Manager
547 Trudgeon regarding the consultant's strategic plan, which included community engagement
548 issues

549

550 Chair Grefenberg added the Commission is waiting for City Manager Trudgeon to draft language
551 for the Uniform Commission Code. The Commission has already adopted a fair amount of these
552 policies and all they need is an opportunity to engage with the City Council on this topic.

553

554 **2. Other Items**

555

556 There being no other business Chair Grefenberg moved to the next item on the agenda.

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558 **b. Chair Grefenberg's Last Report**

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560 Chair Grefenberg suggested due to time constraints this item be moved to the end of the meeting
561 or to the next meeting.

562

563 **New Business**

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565 **a. Election of Chair and Vice-Chair for 2015-16**

566 **1. Brief Description of Election Process**

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568 Chair Grefenberg reviewed the nomination and election process.

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571 **2. Nominations**

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573 Chair Grefenberg opened the nominations for the position of Chair of the Community
574 Engagement Commission.

575

576 Commissioner Manke nominated Vice-Chair Becker to serve as Chair.

577

578 Vice-Chair Becker accepted the nomination.

579

580 There being no other nominations for the position of Chair, Chair Grefenberg closed the
581 nominations.

582

583 Chair Grefenberg opened the nominations for the position of Vice-Chair of the Community
584 Engagement Commission.

585

586 Vice-Chair Becker nominated Commissioner Becker to serve as Vice-Chair.

587

588 Commissioner Gardella accepted the nomination.

589

590 There being no other nominations for the position of Vice-Chair, Chair Grefenberg closed the
591 nominations.

592

593 **3. Chair & Vice-Chair Elections**

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595 Chair Grefenberg called for a show of hands in favor of approving Vice-Chair Becker to serve as
596 Chair of the Community Engagement Commission for a term of approximately -one (1) year.

597

598 Vice-Chair Becker was unanimously elected to serve as Chair of the Community Engagement
599 Committee.

600

601 Chair Grefenberg called for a show of hands in favor of approving Commissioner Gardella to
602 serve as Vice- Chair of the Community Engagement Commission for a term of approximately 1-
603 year.

604

605 Commissioner Gardella was unanimously elected to serve as Vice-Chair of the Community
606 Engagement Committee.

607

608 **8. Chair, Committee, and Staff Report (Continued)**

609

b. Chair Grefenberg's Last Report

610

611 Chair Grefenberg said he had reflected over the last few days on where the CEC has been during
612 his term as chair. First, however, he would like to reiterate the CEC's role is not to do
613 community engagement but to facilitate and reinforce the engagement of residents, businesses,
614 and community groups in civic decision-making and community building. He believes the
615 CEC's approach to this work should rely on the formation of resident task forces to work with
616 the Commission on implementing the strategies contained in its recommendations to the Council.
617 Grefenberg clarified that the Commission's role now should be more on process, not projects,
618 adding that this approach would be up to the new leadership and Commission.

619

620 Grefenberg said he had enjoyed going back to the Commission's first meeting when the
621 Commission talked about where they would individually like the Commission to be in one year.
622 He provided a copy of the minutes of that Commission meeting a year ago. He noted those year-
623 old minutes captured his intent to be Chair for 1-year, and that his goal for the year was to see

624 the Commission accept and revise the previous Task Force’s recommendations and prioritize
625 them. This has been done.

626
627 Grefenberg reflected that many of the Commission’s desired objectives have seen some
628 realization except possibly for *an aggressive outreach and communication strategy*, which may
629 take more time than he had originally thought.

630
631 Grefenberg also noted that Commissioner Becker’s goal a year ago had in part been achieved,
632 commented that his remarks a year ago had been prophetic in describing that the Commission
633 was now are a team, and as happens with teams they usually go through a period of ‘forming,
634 storming, norming, and performing’.

635
636 Vice-Chair Becker had indicated then that he wanted to be sure in a year there was something
637 established that would lay the foundation for the Commission’s future. Grefenberg said he
638 believes this has been done, and now the Commission needs to now move into execution and
639 implementation.

640
641 As the Commission moves on he would like to make several recommendations based on his
642 experience as Chair. The Commission needs to value the Chair and Vice-Chair and trust them.
643 They are an important Commission resource as the touchstone for Councilmembers and Staff to
644 contact on Commission policies and proposals. The Chair and Vice-Chair need to develop
645 credibility with the people the Commission advises. Public criticism of your leaders undermines
646 that credibility so he would ask that the Commission give the new Chair and Vice-Chair a
647 “honeymoon period” because such criticism makes the Commission work impossible since
648 much of the execution of the CEC’s work relies on the City Manager and/or Council. He
649 recommended the Commission give its leadership a break until they prove themselves
650 untrustworthy, which he does not believe would occur. Grefenberg added he does not believe
651 there was an instance where he had betrayed the trust of the Commission over the last 11 plus
652 months.

653
654 Grefenberg continued as the Commission moves forward, the concept of a Task Force is
655 probably an effective and beneficial way to engage others. Task Forces should know their limits
656 and time lines, and there should always be dialogue between the Task Force and the
657 Commission. There may need to be a better protocol developed for this.

658
659 Grefenberg concluded by reminding the Commission of two recommendations contained in their
660 orientation materials a year ago. First, “commissions act as a group”. A Commissioner must
661 work with his or her fellow Commissioners on the issues the City Council has assigned. That
662 requires that each commissioner needs to convince the majority of the Commission that his or
663 her idea has merit and should be pursued. This means persuasion and even arguments need to
664 occur openly at a Commission meeting.

665
666 Dissent and disagreement at a Commission meeting are not a sign of personal dislike but are a
667 sign of diversity and health. To disagree with a fellow Commissioner is not disrespectful but a
668 condition of employment as a Commissioner. Once decisions are reached after full deliberation

669 all Commissioners should share in implementing decisions as far as their time and other
670 commitments allow. It is not acceptable to just say parades ‘are not my thing so I am not going
671 to participate’. Commission participation has been decided upon and if a Commissioner has the
672 time then it is his or her responsibility to participate in that event.

673

674 As an ancillary concern, Grefenberg indicated he is not sure that a Committee structure or work
675 group is the way to divide up Commission tasks if it is meant as a way to avoid disagreements.
676 Delegating responsibility to a subgroup is fine if it is simply deciding specific implementation
677 tactics or strategies. Delegating a Committee to come up with recommendations or alternatives
678 is often an effective way to expedite decisions.

679

680 Grefenberg finally concluded by stating he wants everyone to be able to work with each other
681 and wants the team to start enjoying itself more. He suggested each commissioner take the work
682 seriously, but don’t take themselves seriously.

683

684 Grefenberg thanked all those who supported him before and for their cooperation and friendship.
685 He looks forward to continuing to work with the new leadership and with all Commissioners.

686

687 Vice-Chair Becker thanked Chair Grefenberg for everything he had done for the Commission
688 since its inception. It had been a formidable task, he noted.

689

690 **b. Other New Business**

691

692 There being none, Chair Grefenberg moved to the next agenda item.

693

694 **Commission Communications, Reports, and Announcements**

695

696 Vice-Chair Becker stated the Human Rights Commission, working with the US District Court of
697 Minnesota, is hosting a Naturalization Ceremony on April 15 at 10:00 a.m. at the Roseville
698 Skating Center. There would be approximately 50 people taking their oath of citizenship at the
699 ceremony and the community is invited to witness the occasion. This is the second year that
700 Roseville has hosted a Naturalization Ceremony. As an added bonus a City Staff member would
701 be singing the National Anthem. In September 2013, members of the community formed the
702 Roseville Alzheimer’s and Dementia Community Action Team to work to improve conditions
703 for Roseville individuals with Alzheimer’s disease and other forms of dementia. Participants in
704 this alliance include community members, municipal staff, agents, professionals, and
705 Independent School District 623 personnel. They are planning many events and kicking it off
706 April 23 with an event titles Roseville: Becoming a Dementia Aware Community. It will be
707 from 1p.m. to 3 p.m. at City Hall. No registration is required and the website is
708 www.cityofroseville.com/dementiainfo.

709

710 Commissioner Gardella added they are looking for volunteer greeters for the event.

711

712 Commissioner Mueller stated April 18 at 8:30 am Southeast Roseville Parks are doing an
713 organized cleanup of Villa Park, McCarron’s Beach, and Reservoir Woods.

714

715 Chair Grefenberg stated the Roseville U programs would be starting May 7 and the first session
716 would be on City Government and civic and community engagement. This is 6:30 p.m. to 8:30
717 p.m. at City Hall and registration is required. He encouraged the Commission to attend.

718

719 **Upcoming Items on Future Council Agendas**

720

721 None mentioned.

722

723 **Recap of Commission Actions This Meeting**

724

725 Chair Grefenberg stated the Website Committee would be working with Staff Liaison Bowman
726 on the roll out of the Civic Engagement Module. He stated he would work with Staff Liaison
727 Bowman on the presentation materials for the Roseville U session on Community Engagement.

728

729 Chair Grefenberg asked the Outreach Committee to prepare a proposal on the Commission's
730 Rosefest Parade participation and the Party in the Park event in July.

731

732 Commissioner Gardella stated she would follow-up with Commissioner Mueller and Ms.
733 Lohman on collaborating with Advocates and what this could look like.

734

735 **Adjournment**

736

737 Vice-Chair Becker moved and Commissioner Gardella seconded a motion to adjourn. **Motion**
738 **passed unanimously.** Meeting adjourned at 8:27 p.m.

739

740 Respectfully submitted,

741

742 Tina Borg

743 *TimeSaver Off Site Secretarial, Inc.*

744