

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **August 24, 2017**
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6 **Commissioners Present:** Nicole Dailey, Etienne Djevi, John Eichenlaub, Wayne Groff,
7 Chelsea Holub, and Lauren Peterson
8

9 **Youth Commissioners:** Elizabeth Hansel
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11 **Commissioners Absent:** Lisa Carey, Michelle Manke
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14 **Staff Present:** Rebecca Olson, Assistant City Manager
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17 **Call to Order/Roll Call**
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19 The Human Rights, Inclusion, and Engagement Commission (HRIE) meeting was called to order
20 at 6:37 p.m. Ms. Olson called the roll.
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22

23 **Approval of Agenda**

24 Commissioner Groff moved and Commissioner Holub seconded a motion to approve the agenda.
25 Motion passed unanimously.
26

27 **Public Comment on Items Not on the Agenda**
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29 There was no public comment.
30

31 **Action Planning Workshop Discussion**
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33 Ms. Olson gave an overview of the format for the discussion. She stated that commissioners will
34 use some of the same techniques they used at the Consensus Workshop on August 15 to come up
35 with actions associated with the topics they previously identified. Ms. Olson outlined the process
36 and agenda for the workshop.
37

38 Ms. Olson clarified that the rational aim of the workshop was to have a list of actions that can be
39 reasonably accomplished in 2017-18 that reflect the topics of the Consensus Workshop and are
40 balanced between the objectives to Evaluate, Engage and Advise the City Council. She then
41 explained that the experiential aim of the workshop was to give commissioners an opportunity to
42 work together to develop shared goals they can all support.
43

44 Ms. Olson highlighted the purpose of the Commission as outlined in City Code. She then led the
45 group in an activity designed to identify what success looks like for action planning. She asked
46 the group to imagine it is the end of December 2018 and assume that all actions from the plan

47 have been accomplished. She asked them to brainstorm ideas of what success looks like. The
 48 group identified different phrases or words that reflected what they imagine success would look
 49 or feel like. Ms. Olson then led the group in an exercise to identify the strengths and weaknesses
 50 of the group, and the benefits and dangers of success.

51
 52 Ms. Olson gave instructions for the brainstorming section of the agenda and gave the group time
 53 to work on developing their ideas, and discuss with partners. Once individual ideas and
 54 discussion was finished, commissioners then grouped their ideas under the topics that were
 55 identified from the Consensus Workshop. Ms. Olson then explained that if there were other ideas
 56 that were not listed tonight, or if there were too many ideas, they would be placed in the ‘Parking
 57 Lot’. These ideas could serve as the foundation for future action plans, or discussions. The group
 58 then clarified each idea and then were clustered around common themes.

59
 60 In order to identify priority topics, Ms. Olson explained a ranking system and asked the
 61 Commission to identify criteria they wished to use to rank each item. After Commissioners
 62 ranked each idea, they further discussed items. Items without ranking were moved to the Parking
 63 Lot, and the commission discussed the remaining ideas.

64
 65 Once priority ideas were identified, the commission chose which objective the idea fell under
 66 (Engage, Evaluate, Advise). The actions the commission outlined that they would like to
 67 consider for 2017-18 are listed below along with their objective area.

68
 69

Action	Objective	Topic Area
Roseville Town Hall or Open House	Engage/Evaluate	Increase Access to & Representation in City Government
Continue Imagine Roseville	Evaluate/Advise	Maintain and Improve Collaboration with Public Safety
Photo Project Plan	Engage	Develop a Sense of Community Identity
Human Rights/Engagement Award	Engage	Engage Community & Foster Unity & Relationships
Co-sponsor events/films/discussions with other commissions or community groups	Engage	Educate Community on Pertinent Topics/Issues
High School Summer Book Read	Engage	Educate and Engage Youth
Essay Contest	Engage	Educate and Engage Youth
Attend/Engage at other commission meetings	Evaluate/Advise	Evaluate & Advise on Current Engagement & Outreach Practices

Welcome Materials	Evaluate/Advise	Engage Community & Foster Unity & Relationships
Naturalization Ceremony	Engage	Develop a Sense of Community Identity
Proactive Policy Advice	Advise	Proactive and Reactive Advisement on City Policies

70

71 The following actions were identified as needing further discussion with the City Council to
 72 determine if they are items the commission should focus on.

- 73 • Monthly Community engagement meetings with specific topics/focus
- 74 • Rosefest parade/Party in the Park

75

76 The following actions were listed in the Parking Lot:

77

Top Ten List of policies for an equitable city
Choose city projects to evaluate
Run positive stories from diverse communities in city paper and by CTV
Partner with RAHS & HR club
Community Outreach team
Improve Public Safety/Community Engagement
Subcommittee that focuses on events in city- easy way to see what's going on
Host or partner with pre-existing volunteer fair
Cultural access/space
Council directed projects
Improve representation in city/commissions/etc.

78

79 After identifying areas the commission wished to pursue, Ms. Olson instructed the group on how
 80 to identify key actions for each project/idea. She indicated that these key actions will be used to
 81 help write descriptive paragraphs for the action plan. She stated that she is asking to identify a
 82 lead commissioner for each action who will be responsible for writing that paragraph for the
 83 action plan.

84

85 The lead commissioners are as follows:

86 Chelsea Holub

- 87 . Roseville Town Hall or Open House
- 88 . Photo Project Plan
- 89 . Proactive Policy Advice
- 90 . Welcome Materials

91 Wayne Groff

- 92 . Imagine Roseville
- 93 . Human Rights/Engagement Award

94 Nicole Dailey

- 95 . Co-sponsor events/films/discussions with other commissions or community groups
- 96 . Rose Parade/Party in the Park

97 Elizabeth Hansel

- 98 . Highschool Summer Book Read

99 Etienne Djevi

- 100 . Essay Contest
- 101 . Naturalization Ceremony

102 Lauren Peterson

- 103 . Attend/Engage at other commission meetings
- 104 . Monthly Community engagement meetings with specific topics/focus

105
106 Ms. Olson stated that she will follow up with written notes to the commission from tonight's
107 meeting so that their work will be well documented. She handed out a follow up calendar with
108 key dates.

109
110 September 1

111 Rebecca will get notes from the 8/24 Action Planning Workshop out to Commissioners by this
112 date.

113
114 September 13

115 Lead Commissioners will send description paragraphs back to Rebecca by this date.

116
117 September 20

118 Action Plan will be discussed during the HRIEC Regular meeting on this date.

119
120 October 2

121 HRIEC Final Action Plan for 2017-18 should be completed and forwarded to City staff to be
122 included in the packet for the Joint Meeting.

123
124 October 9

125 HRIEC will tentatively hold a joint meeting with the City Council during their work session on
126 this date. The City Council meets jointly with each commission. During this meeting, the
127 HRIEC Action Plan should be discussed to ensure the City Council and Commission are on the
128 same page regarding the actions and priorities included in the plan.

129

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130 Seeing as there was no further discussion or questions, Commissioner Peterson moved, and
131 Commissioner Djevi seconded a motion to adjourn. The motion passed unanimously.

132

133 **Adjournment**

134

135 Meeting adjourned 8:57 p.m.

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137

138 Respectfully submitted,

139

140 Rebecca Olson

141 *Assistant City Manager*