

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **May 17, 2017**
4

5
6 **Commissioners Present:** Lisa Carey, Nicole Dailey, Etienne Djevi, John Eichenlaub, Wayne
7 Groff, Chelsea Holub, Edward Johnson, and Michelle Manke
8

9 **Youth Commissioners:** Elizabeth Hansel
10

11 **Commissioners Absent:** Lauren Peterson and Erik Tomlinson
12

13 **Council Liaisons:** Mayor Dan Roe and Councilmember Lisa Laliberte
14

15 **Staff Present:** Rebecca Olson, Assistant City Manager
16
17

18 **Swearing in of New Commission**
19

20 Mayor Roe administered the Oath of Office for the Human Rights, Inclusion, and Engagement
21 Commission to Lisa Carey, Nicole Dailey, Etienne Djevi, Wayne Groff, Elizabeth Hansel,
22 Chelsea Holub, Edward Johnson, and Michelle Manke.
23
24

25 **Call to Order/Roll Call**
26

27 The Human Rights, Inclusion, and Engagement Commission (HRIE) meeting was called to order
28 at 6:03 p.m. Mayor Roe requested roll call.
29
30

31 **Introductions**
32

33 Mayor Roe requested everyone introduce and share something unique about themselves.
34

35 Commissioner Carey stated she has lived in Roseville for about four years and this is the first
36 year she is not running a half marathon.
37

38 Commissioner Dailey stated she lives with her grandfather in Roseville and has had six pet rats
39 throughout her life.
40

41 Commissioner Manke stated she is probably the oldest member on the Commission and takes
42 care of her mom here in Roseville.
43

44 Commissioner Djevi stated he is originally from west Africa and has lived in Roseville for five
45 years. He is married with two kids and speaks some French.
46

47 Youth Commissioner Hansel stated she has lived in Roseville for 10 years and is a 10th grader at
48 Roseville Area High School.

49
50 Commissioner Groff stated he has lived here since 2009 and he speaks some Norwegian.

51
52 Commissioner Holub stated she grew up in northern Minnesota, but has lived in Roseville for
53 about three years. She likes to take photos in parks, but does not like to hike.

54
55 Commissioner Johnson stated he moved to Roseville four years ago when he retired from Union
56 Gospel Mission where he worked with people in transitional housing.

57
58 Ms. Olson, Assistant City Manager, stated she lives in Blaine, has 4 kids, and speaks some
59 Spanish.

60
61 Councilmember Laliberte stated she has lived in Roseville for 23 years and she worked for 20
62 years in fine art publishing.

63
64 Mayor Roe stated he and Councilmember Laliberte are here representing the City Council and
65 will help them run their meetings until they are ready to select a Chair. Ms. Olson will be the
66 liaison to the Commission.

67
68

69 **Approve Agenda**

70
71 Commissioner Dailey moved and Commissioner Groff seconded a motion to approve the May
72 17, 2017 meeting agenda as presented. Motion passed unanimously.

73
74

75 **Public Comment on Items Not on Agenda**

76
77

78 **Approve Minutes**

79
80 **a. March 6 Community Engagement Commission**

81
82 **b. April 19 Human Rights Commission**

83
84 Youth Commissioner Hansel referred to page 3, line 110, and stated the word “is” should be
85 changed to “if”.

86
87 Commissioner Groff moved and Commissioner Manke seconded a motion to approve the March
88 6, 2017 Community Engagement Commission meeting minutes and April 19, 2017 Human
89 Rights Commission meeting minutes as amended. Motion passed unanimously.

90
91

92 **New Business**

93

94

a. Review the New Ordinance, Work and Membership

95

i. Discuss youth members for 2017-18

96

97

Ms. Laliberte commented she is happy with the work the task force has done and a copy of the Ordinance was sent out to members after adoption by the City Council on April 24, 2017.

98

99

100 Mayor Roe thanked everyone who participated in the small group meetings.

101

102 Commissioner Groff referred to Ordinance No. 1526, item A(1 and 2), and inquired if it will be
103 up to the Commission to decide which policies they will be reviewing.

104

105 Councilmember Laliberte responded the Council already has it on its list of priorities, but review
106 can be prompted by the Commission if something comes up that needs to be reviewed.

107

108 Commissioner Manke commented they had discussed looking at the departments to see where
109 they can be working together.

110

111 Commissioner Holub explained they had the idea to look at all the departments and determine if
112 their engagement with the community was effective, and then make recommendations.

113

114 Mayor Roe commented the Council's focus on City policies and inclusion will come through in
115 the Government Alliance on Race and Equality (GARE) process in 2018. As that begins, staff
116 and Council may request the HRIEC to review policies and the effect on the community. If the
117 HRIEC comes across something they would like to review, they should run it by the Council to
118 make sure it is appropriate to review.

119

120 Councilmember Laliberte referred to item A(2) of the Ordinance regarding the demographics of
121 the community. She stated the HRIEC should keep a pulse on the community and make the
122 Council aware of issues that come up.

123

124 Commissioner Djevi commented he likes the idea that the Commission makes sure minority
125 interests have been heard, and inquired how to get minority people involved.

126

127 Mayor Roe stated to the Commission that their role is to figure out how to engage better with the
128 community.

129

130 Councilmember Laliberte commented this Ordinance is set up differently with the three
131 functions of Evaluate, Advise, and Engage as the main objectives for the HRIEC. Previously, the
132 Human Rights Commission (HRC) mostly engaged, and the Community Engagement
133 Commission (CEC), did more evaluating and less engaging.

134

135 Mayor Roe stated the topics discussed by the HRIEC should fall into one of the three functions
136 of Evaluate, Advise, or Engage.

137

138 Commissioner Groff referred to item C of the Ordinance, and inquired what the City Council's
139 expectation would be regarding approval of anything the Commission would do.

140

141 Mayor Roe stated they should check in with the City Council to advise them of the
142 Commission's plans in an effort to keep them informed of their programs and activities. In the
143 past, grants were applied for without normal Council approval.

144

145 Commissioner Carey inquired if everything should go through City Council before they proceed.
146 She expressed concern with the length of time it takes to get Council approval.

147

148 Mayor Roe commented because the City Council meets two to three times per month, there
149 should be time to get it on an agenda.

150

151 Ms. Olson stated as Staff Liaison it would be good for her to bring these types of things to the
152 Council's attention since she attends both Council and HRIEC meetings.

153

154 Commissioner Manke recommended when they are working on a project, they should create a
155 plan, define who is going to work on it, and write out all the details of it so that everyone has a
156 clear understanding. The lead person on the project can accompany the paperwork to the Council
157 meeting where it is being presented. The Council will have all the information needed, and the
158 lead person can answer their questions. The process could potentially only take two weeks before
159 they could move forward on it.

160

161 Commissioner Carey stated they were approached by both Shoreview and the Library to partner
162 with them on an event, but they cannot move forward until they know they have Council
163 approval. After Council approval, they need to meet again to plan out the responsibilities of the
164 project, and they only meet monthly. There may be two levels of projects they participate in.
165 They have big projects that do require Council approval, but also smaller things that come up
166 that may not need approval.

167

168 Mayor Roe stated they will figure it out as they go. At the Commission meeting where an item is
169 discussed, they may need to also come up with a plan of action so that if it is approved by
170 Council, they are ready to implement it.

171

172 Councilmember Laliberte commented they can come to the Council anytime. As far as bringing
173 forth recommendations, they would like this group to be consistently acting like the other
174 Commissions, and the Council would like to have more have more engagement with them.

175

176 Commissioner Eichenlaub arrived at the meeting at 6:34 p.m.

177

178 At the request of Mayor Roe, Commissioner Eichenlaub introduced himself and commented he
179 enjoys games.

180

181 Youth Commissioner Hansel stated her term is up on July 31, and in the past if a Youth
182 Commissioner wanted to be reappointed, it was brought to the City Council as a
183 recommendation for approval. She expressed interest in being reappointed as a Youth
184 Commissioner.

185
186 The Commission agreed that Youth Commissioner Hansel has been a strong and dedicated
187 member of the Commission and they were lucky to have her. They discussed the importance of
188 Youth Commissioners and agreed they are beneficial to have as part of the HRIEC. They
189 outlined the process for the reappointment of Youth Commissioner Hansel, as well as the process
190 of potential new Youth Commissioners. While there is no term limit on Youth Commissioners,
191 there is an age limit. It was pointed out that Youth Commissioners do not have voting rights on
192 the Commission.

193
194 Commissioner Carey moved and Commissioner Eichenlaub seconded a motion to recommend
195 the reappointment of Elizabeth Hansel to another term as youth commissioner. Motion passed
196 unanimously.

197
198 The Commission discussed how to proceed in appointing additional Youth Commissioners and
199 how many to pursue. They agreed an additional two Youth Commissioners would be beneficial
200 to the Commission. It was suggested they contact Roseville Area High School Civics class,
201 Student Council, and National Honor Society, Roseville students that may attend different high
202 schools, Scout troops, and Carolyn Ellis at the high school.

203
204 Commissioner Groff moved and Commissioner Carey seconded a motion to begin the process of
205 interviewing Youth Commissioners, and making a recommendation for up to two more to the
206 City Council for approval.

207
208 Motion carried unanimously.

209
210 Ms. Olson advised they will be recognizing Gabe Cederberg for his work as a Youth
211 Commissioner at the July 17, 2017 City Council Meeting.

212
213 **b. Review Leadership Plan for 2017**

214
215 Mayor Roe commented again that he and Councilmember Laliberte will be part of the HRIEC
216 meetings until the members of the Commission get to know each other and they are no longer
217 needed.

218
219 Commissioner Carey inquired if there was a timeframe before they are on their own as a
220 Commission.

221
222 Mayor Roe stated they will not be there any longer than they have to be and they could set a time
223 for them to be done.

224

225 Councilmember Laliberte stated they did not want to take on anything too monumental in the
226 first meeting and it may take a few meetings for both former Commissions to meld together.
227 They want to get one unified work plan that the whole group is setting for the course of the
228 future.

229
230 Commissioner Djevi stated it would be good to set a timeframe of two or three months for when
231 they can be on their own. The Commission agreed.

232
233 Commissioner Manke inquired about the continued role of the subcommittee.

234
235 Mayor Roe stated it will continue to function as a subcommittee of the Council. They will not be
236 at every meeting, and they will not be at the table, unless there is a discussion topic that requires
237 them to be. They will also serve as a point of contact in addition to the Staff Liaison.

238
239 Councilmember Laliberte stated they want to be available when they are needed. During
240 interviews, they heard a lot about inconsistency with communication between the Commission
241 and the Council.

242
243 Commissioner Manke recommended a discussion regarding project process be on the next
244 agenda.

245
246 Councilmember Laliberte advised it is already listed under future agenda items.

247
248 **c. Adopt a Meeting Schedule for 2017**

249
250 Ms. Olson stated the HRIEC is scheduled to meet on the third Wednesday of each month at 6:00
251 p.m.

252
253 Commissioner Holub inquired if people would be open to changing the meeting time to 6:30
254 p.m.

255
256 Commissioner Carey stated it was pushed from 6:30 p.m. to 6:00 p.m. because people have
257 families they need to be with.

258
259 Commissioner Eichenlaub moved and Commissioner Manke seconded a motion to a 2017
260 meeting schedule to meet the third Wednesday of each month at 6:30 p.m.

261
262 Commissioner Carey pointed out there have also been conflicts with the meeting room that
263 required them to be out by 7:00 p.m.

264
265 Motion carried 7/1. (Carey)

266
267
268 **Receive Report On**

269

270 **a. Essay Contest Presentations**

271

272 Ms. Olson reported they had the Essay Contest winners at a Council meeting and requested an
273 update from Commissioner Groff.

274

275 Commissioner Groff reported there were 120 essay participants. Two participants tied for
276 Honorable Mention, two tied for third place, and then there was a second and first place winner.

277

278 Commissioner Dailey reported out of the 120 participants, they chose 24, which were then read
279 by the entire Human Rights Commission.

280

281 Councilmember Laliberte inquired if there were any finalists from Parkview Center.

282

283 Commissioner Dailey stated the names of the participants and where they are from are not
284 revealed until after they are chosen.

285

286 Commissioner Groff stated they invited all the schools to participate, but some teachers
287 encourage more with their students than others.

288

289 Ms. Olson advised at the next Commission meeting, they should begin the process of figuring
290 out the next essay question so the teachers can include it in their curriculum for the beginning of
291 the school year.

292

293 The Commission discussed the process for developing an essay question. If possible, it is
294 important to have a question that focuses on something currently going on in the community, it
295 should now focus on something broader than human rights, and they should make sure teachers
296 are able to incorporate it into their curriculum.

297

298 Ms. Olson advised she will get the list of previous essay questions out to the Commission.

299

300 Commissioner Djevi suggested they send a letter to all the participants acknowledging their
301 essays in an attempt to keep them engaged. He also suggested creating a book of some of the
302 essays and making it available at the library for people in the community to read, and having a
303 video recording of the reading of 20 essays on the City website, CTV, Facebook, or other types
304 of social media.

305

306 Commissioner Djevi suggested they email a survey to each parent asking them about the essay
307 process and what next steps should be. They could also inquire if they would be willing to have
308 their child recorded while reading their essay.

309

310 Commissioner Holub inquired about the length of the essays, and suggested they create a word
311 cloud with some of the quotes from the essays and pass out a flyer at community events that
312 direct people to their website. The purpose would be to feature the kids that participated in the
313 contest and promote the essay contest.

314

315 Commissioner Groff responded the essays are between one and three pages long.

316

317 Commissioner Djevi commented Seigenn Thao will be reading his essay at the Ask a Black Man
318 event on Saturday at 9:00 a.m. at Roseville Area Middle School.

319

320 Mayor Roe advised promoting the essays and the next essay question can be discussed at the
321 next meeting in June. He does not think the ideas around promoting the essays will have to go
322 through the City Council because the contest has already happened. CTV provides the City with
323 100 hours of video service, so he is not sure if there would be a cost involved. However, parental
324 permission and a release is needed from the parents.

325

326 Ms. Olson stated she will check with the City Attorney to figure out if legal documents are
327 needed.

328

329 **b. Roseville Area High School Event**

330

331 Commissioner Dailey reported there were five different clubs represented at the Roseville Area
332 High School. They put on a performance and hosted food and artifacts from each club. A
333 highlight was to see how this event brought them all together and showed them how easy it was
334 to have their cultures interact. She recommended the Commission be part of the event in the
335 future as well as keep in contact with the cultural liaisons at the high school. It is a good outlet
336 to reach parents of children who are in these clubs.

337

338 Commissioner Groff stated the event offered a way to let both parents and students know of the
339 Commission and what the City has to offer. The performances were amazing and it was fun to
340 see the kids. There were around 350 to 400 people in attendance.

341

342 Commissioner Djevi stated it was a great event with good music and made him feel at home. In
343 an attempt to identify leaders in different communities, he got email addresses from people and
344 will reach out to them so they can learn about the City government process and how to
345 participate in discussions.

346

347 Mayor Roe stated there are some City data practices regarding collecting email address and Ms.
348 Olson will provide that information to Commission members.

349

350 **c. Imagine Roseville Community Dialogues**

351

352 Mayor Roe reported the Imagine process started last summer after different things happened in
353 the community and around the nation. The first dialogue took place last October and was
354 attended by a couple hundred people. They distributed information regarding policing, decision
355 making policies, and the Chief was present to answer questions. The second event took place in
356 December, was attended by just under 100 people, and was an unstructured brainstorming
357 session that discussed the type of things the City and community groups could be doing. A major
358 topic at that meeting was about immigration and how it intersects with what a City does. The
359 planning group then decided the next steps need to be education and small group discussion.

360 Another topic was on policing, statistics, keeping of data, and reporting that information to the
361 public. On May 3, they had a panel discussion at the high school that consisted of immigration
362 attorneys, a representative of the ACLU, and people who work with immigrants. There were
363 about 60 people in attendance. On May 4, they had an event at the Skating Center to discuss
364 immigration policy and the City. The recommendations that came out of the small group
365 discussion time will be presented to the City Council for consideration. This way of addressing
366 and discussing community issues may be used as a template in the future when other issues come
367 up. The panel discussion and Q & A is available on the City's YouTube page and website.

368

369 Commissioner Groff commented Mayor Roe and the Police Chief did an excellent job speaking
370 and answering questions at the event. He agreed that the process was done very well and people
371 felt like they were heard and part of the process.

372

373 Commissioner Djevi thanked Mayor Roe for participating and commented it was a good,
374 proactive way of engaging people.

375

376 Commissioner Holub inquired if there was any commitment from the City regarding policing,
377 race, and use of force.

378

379 Mayor Roe responded they have not had the third step of conversations regarding those issues
380 yet, but he would make a similar commitment that the Council would consider it. They plan to
381 have another event to continue the discussion.

382

383 Commissioner Holub suggested the HRIEC work with the Council on whatever policy proposal
384 comes out of the Imagine Roseville discussions.

385

386 Mayor Roe agreed and stated going forward, he would like the HRIEC to become the planning
387 group.

388

389 Commissioner Djevi inquired what the next steps will be regarding immigration.

390

391 Mayor Roe stated the facilitator is taking all the feedback from the small group discussions and
392 will generate a report that will come to the City Council for consideration and action in the next
393 few months. It will first come to the Council during a work session so they can decide which
394 direction to go and then any formal action would be at a regular Council meeting.

395

396 Commissioner Holub inquired if the report will be shared with the HRIEC for them to make any
397 recommendations to the Council.

398

399 Mayor Roe stated because it is specific and came out of community discussion, it should go right
400 to the Council.

401

402 Commissioner Carey stated it does not make sense for the report to come to them because they
403 do not know if there will be recommendations, or what the policies or next steps will be. They
404 need to get through the process first in order to know which direction to go.

405
406 Commissioner Holub stated if there is a commitment that the Council is going to be taking up a
407 policy related to human rights and engagement, it would be part of their duties to take a look at
408 it, even if the Council does not take action on what they may recommend.

409
410 Mayor Roe stated when the report is finished, the Commissioners and planning Committee will
411 receive a copy. After the Council decides what direction to go, that is when the Commission will
412 have a chance to respond.

413
414 Councilmember Laliberte clarified the results of the two-night discussion event are coming to the
415 Council in the next few months, not at the end of several ongoing discussion events over the
416 next year.

417
418 Commissioner Carey responded she has not heard there is an end date to Imagine Roseville
419 events and it could be ongoing based on topics that come from future conversations. She
420 understands that some discussions will reach a point that require action and policies, and others
421 will just be discussion.

422

423

424 **Discuss Upcoming Events**

425

426 **a. Naturalization Ceremony (5/24)**

427

428 Ms. Olson commented Commissioners who plan to attend should arrive at 9:00 a.m. Staff will
429 take care of refreshments.

430

431 Commissioner Manke inquired about a reporter that wished to attend.

432

433 Ms. Olson stated staff has reached out to the court system to see if reporters are allowed to
434 attend.

435

436 **b. Rosefest Parade (5/24)**

437

438 Commissioner Holub commented she is no longer on the Rosefest committee. She reported the
439 theme this year is We Are Roseville. The parade committee had hoped all the Commissions
440 could be near the City Council showcasing that Commissions are part of City leadership, and
441 also an opportunity for residents to be involved.

442

443 Ms. Olson advised they will be line up number 14 and they need to be there between 5:00 p.m.
444 and 6:00 p.m.

445

446 Mayor Roe stated all the Commissions were invited to participate.

447

448 Commissioner Holub suggested they form a subcommittee to work with the staff liaison on the
449 logistics. This subcommittee could involve the other Commissions in the planning the logistics,
450 but she is not sure what the interest level would be.

451
452 Councilmember Laliberte inquired if all the Commissions will walk together, or if there will be a
453 banner to identify the various Commissions.

454
455 Commissioner Manke stated it is up to the subcommittee to present ideas and move forward.
456 They will need to determine if Commissions are willing to participate in the parade as well as
457 with Party in the Park.

458
459 Commissioner Holub commented Party in the Park is a joint event and it could be used again as
460 an interactive engagement opportunity.

461
462 Mayor Roe stated current engagement activities that could be used at Party in the Park are the
463 Comprehensive Plan process, and the Rice-Larpenteur effort. He agreed that a subcommittee
464 could jointly work on the parade and Party in the Park since they are both a part of Rosefest.
465 With a 10-member commission, they could have 4 people be part of the subcommittee. It would
466 be a great way to build relationships and have a project that is fun to do.

467
468 Commissioners Groff, Manke, Dailey, and Holub volunteered for the subcommittee.

469
470 Commissioner Holub moved and Commissioner Manke seconded a motion to form a
471 subcommittee of Wayne Groff, Michelle Manke, Chelsea Holub, and Nicole Dailey to discuss
472 Rosefest parade participation and Party in the Park. Motion passed unanimously.

473
474 Commissioner Groff inquired if there were funds available.

475
476 Mayor Roe responded the City Manager can authorize funds up to \$5,000 without Council
477 approval.

478
479 **c. Party in the Park (7/4)**

480
481 *(This item was discussed as part of the previous agenda item under Rosefest Parade).*

482
483
484 **Other New Business or Reports**

485
486 Commissioner Hansel suggested a Youth Commissioner report be added to future agendas.

487
488
489 **Announcements**

490
491 Councilmember Laliberte advised that everyone needs to sign their oaths before they leave.

492

493 Ms. Olson requested people let her know if they would like to receive a printed meeting packet,
494 otherwise she will assume everyone wants it electronically.

495

496 Commissioner Holub inquired if they could get some business cards for their Commission.

497

498 Ms. Olson confirmed she will look into it.

499

500

501 **Future Agenda Items**

502

503 **a. Review CEC & HRC Work Plans and Prioritize Items for the New Commission**

504 **b. Establish a Calendar of Events**

505 **c. Discuss Meeting / Work with Other Commissions**

506 **d. Project / Process Flow**

507 **e. Essay Contest Process**

508 **f. Data Practices**

509 **g. Civility Training in partnership with Imagine Roseville**

510

511 Ms. Olson advised the website has been updated with the new Commission name.

512

513 Commissioner Carey suggested future discussion regarding bringing back Civility Training in
514 partnership with Imagine Roseville.

515

516

517 **Adjournment**

518

519 Commissioner Carey moved and Commissioner Manke seconded a motion to adjourn. Motion
520 passed unanimously. Meeting adjourned 8:16 p.m.

521

522

523 Respectfully submitted,

524

525 Shannon Schmidt

526 *TimeSaver Off Site Secretarial, Inc.*