

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **August 16, 2017**
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6 **Commissioners Present:** Lisa Carey, Nicole Dailey, Etienne Djevi, John Eichenlaub, Wayne
7 Groff, Chelsea Holub, Michelle Manke, and Lauren Peterson
8

9 **Youth Commissioners:** Elizabeth Hansel
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11 **Commissioners Absent:** None
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13 **Council Liaisons:** Mayor Dan Roe and Councilmember Lisa Laliberte
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15 **Staff Present:** Rebecca Olson, Assistant City Manager
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18 **Call to Order/Roll Call**
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20 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
21 order at 6:34 p.m. Mayor Roe requested roll call.
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24 **Approve Agenda**
25

26 Commissioner Holub moved and Commissioner Eichenlaub seconded a motion to approve the
27 Agenda as presented. Motion passed unanimously.
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30 **Approve Minutes**
31

32 **a. July 19, 2017 Human Rights, Inclusion and Engagement Commission**
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34 Commissioner Holub moved and Commissioner Manke seconded a motion to approve the July
35 19, 2017 Human Rights, Inclusion and Engagement Commission meeting minutes.
36

37 Councilmember Laliberte referred to line 110-111, and requested it be changed to, "...were not
38 included in the Council summary and she only received..."
39

40 Councilmember Laliberte referred to line 148, and requested it be changed to, "...be a topic at
41 their monthly Roseville Business Council meetings."
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43 Councilmember Laliberte requested Commissioner Dailey's name be spelled correctly.
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45 Motion passed unanimously.
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Public Comment on Items Not on Agenda

Receive Reports

a. Subcommittee Report on Racial Profiling

Commissioner Holub reported the Subcommittee met and determined their goal was to address profiling and discrimination based on race, religion, and other demographics. Given the public comments and Imagine Roseville’s focus on profiling and law enforcement, they plan to focus their efforts with businesses and commercial activities in the community. She highlighted the following action items recommended by the Subcommittee:

- 1) Collect data from the Minnesota Department of Human Rights and the Roseville Police Department to gain a better understanding of profiling in the community.
- 2) Engage local businesses to identify the best approach to address discrimination in businesses. This might also include contacting the Economic Development Authority (EDA) and Roseville Business Council.
- 3) Gather anonymous stories from the community to help understand what is going on. It would not be used for investigative purposes, but could potentially result in a collection of stories similar to the *Green Card Voices* exhibit that was recently displayed at the library.
- 4) Improve communication with the community on the HRIEC’s role and provide referrals for community members with complaints.
- 5) Further understand and examine confidentiality of complaints. If someone writes to the Commission regarding an issue and includes their name, it is considered public information. It would be helpful to have that information redacted to protect privacy in initial stages.
- 6) Further guidance on responding to reports they personally receive from the community.

Ms. Olson commented they are going to update the website with additional resources regarding the HRIEC’s role. She confirmed the Commission can oversee the website.

Commissioner Groff thanked Commissioner Holub for her summarization of the meeting.

Mayor Roe stated it makes sense to include the EDA and Imagine Roseville in this process. Don Eubanks suggested a person who could come and do some speaking on this topic.

Commissioner Groff commented businesses generally want to do the right thing. Training on what to do would be helpful instead of immediately firing an employee.

Mayor Roe stated it would be similar to what is required for liquor license training where they provide education on how to check IDs. They could also have law enforcement talk with

92 businesses about ways to deal with loss prevention and partner with HRIEC on the education
93 component.

94
95 Commissioner Peterson commented she likes the idea of hearing anonymous stories from the
96 community.

97
98 Commissioner Groff agreed anonymity is important, but the community needs to know what is
99 happening.

100
101 Commissioner Djevi commented they will need to have additional training on how to handle and
102 report situations as people bring them to the Commission.

103
104 Mayor Roe stated the City can help in training Commission members.

105
106 Commissioner Holub requested guidance on what the next steps should be for the Subcommittee.

107
108 Commissioner Djevi suggested the Council discuss a protocol that Commissioners should
109 follow.

110
111 Mayor Roe stated this information could also be provided from City staff.

112
113 Commissioner Manke suggested the Subcommittee put together a proposal on how to partner
114 with stakeholders. This could possibly be an invitation to business owners to an open house with
115 the Police Department present to provide guidelines and help to them.

116
117 Mayor Roe commented staff could facilitate discussion with the EDA staff. He suggested the
118 Subcommittee do additional research and provide proposals to the HRIEC for approval and
119 recommendation to the City Council.

120
121 Commissioner Peterson moved and Commissioner Manke seconded to direct the Subcommittee
122 to move forward in the process, do more research, and provide the HRIEC with some proposals.

123
124 Commissioner Groff advised this will probably be a long-range project.

125
126 Commissioner Manke suggested they establish a timeline as part of the proposal.

127
128 Commissioner Holub stated they are going to need staff resources.

129
130 Motion passed unanimously.

131
132 **b. City Engagement Efforts**

133
134 Ms. Olson directed the Commission to the current and future engagement efforts listed in the
135 meeting packet. She highlighted the Discover Your Parks event and the walking touring hosted
136 by the Public Works Environment and Transportation Commission. She highlighted the

137 upcoming public meetings and the two new parks coming to Roseville. She suggested members
138 of the Commission attend these meetings, get feedback on how the engagement efforts are going,
139 and provide recommendations to the City Council. She referred to the packet and pointed out the
140 meeting dates for Marion Street Park are September 12 at the Marion Street Park Site and
141 October 17 at Galilee Lutheran Church. The meeting dates for the Cleveland Avenue Park are
142 October 5 and November 2, with an additional brainstorming session on August 29, all of which
143 will take place at the Fairview Community Center. All these meetings will begin at 6:00 p.m.

144
145 Mayor Roe clarified he requested members of the Commission attend the meetings to provide
146 feedback, not the Council. The Parks and Recreation Department has been doing planning for
147 years, and this may be an easy way for the Commission to plug in.

148
149 Commissioner Groff pointed out they should be aware of accessibility issues for people of all
150 abilities.

151
152 Commissioner Holub suggested Ms. Olson email a sign-up to Commissioners to make sure they
153 are represented at each meeting. Ms. Olson confirmed she would do this.

154
155 Mayor Roe commented the farther in advance staff knows of these events, the easier it is for the
156 HRIEC to participate.

157
158 Commissioner Eichenlaub inquired about the Natural Resources Renewal event that will take
159 place on August 19.

160
161 Ms. Olson explained it is a volunteer event that takes place on the third Saturday of every month,
162 and this month they will be removing invasive species along a shoreline.

163
164 **c. Report on Essay Contest**

165
166 Ms. Olson reported staff recently sent out letters to the principals of schools requesting they
167 distribute it to their students. Information will also be posted on the City website, in the e-
168 newsletter, and on social media.

169
170 In response to Commissioner Manke, Ms. Olson stated the essay contest is for sixth through
171 eighth graders, and Concordia is a high school.

172
173 Commissioner Eichenlaub advised Brimhall has sixth graders and should be added to the list.

174
175 Commissioner Carey referred to April 18, 2018 on the timeline, and suggested they be open to
176 the number of essays they select, as they have in the past.

177
178 Commission Peterson moved, and Commissioner Holub seconded to approve the Essay Contest
179 Timeline, noting the flexibility on the number of essays selected. Motion passed unanimously.

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181 Commissioner Peterson advised a Subcommittee needs to begin reviewing the rubric.

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Commissioners Eichenlaub, Djevi, Hansel, and Dailey volunteered to be part of the Subcommittee to review the rubric for the essay question.

d. Staff Report

Ms. Olson reported the City Council approved the Commission’s recommendation to receive Acer Iverson as a Youth Commissioner at the August 14, 2017 Council meeting.

Commissioner Dailey inquired if they should also assign a mentor to Youth Commissioner Hansel.

The Commission agreed the mentor was to be for new Youth Commission members.

Commissioner Peterson offered to be a mentor to Mr. Iverson, but stated she will not be at the September meeting. She will coordinate with staff to be present for his orientation.

Mayor Roe asked Youth Commissioner Hansel if she would like a mentor.

Youth Commissioner Hansel responded no.

Ms. Olson referred to discussion at a previous HRIEC meeting regarding the Police Department’s policy around asking about immigration status. She stated the Police Department does not ask about immigration status when they respond to incident calls and they are working on putting this into a written policy. Once the draft policy is reviewed and finalized, staff will forward a copy to the Commission.

Commissioner Holub inquired if the Council has received the Imagine Roseville report.

Ms. Olson advised it will be part of the August 28, 2017 Council meeting.

Ms. Olson reported Commissioners Groff, Djevi, and Holub, and Mayor Roe were at the planning meeting for Imagine Roseville.

Commissioner Groff reported the next Imagine Roseville Town Hall meeting will be on October 2, 2017. They are currently coming up with questions and people that will be involved. They will go over the City’s policies.

Commissioner Holub commented this meeting is designed to be less of a presentation and include more dialogue to reach the people who did not attend last fall.

Ms. Olson commented the data collected from Ramsey County that was discussed to be part of the next meeting will not be available until the beginning of next year.

226 Mayor Roe stated the Town Hall format allows people to expand on what was started last
227 October. If questions come up that are not directly related to the Police Department, they hope
228 to have other people in the room as resources. They also hope to get feedback from the public on
229 the City’s policies. They will include pre-written questions to make sure the main topics get
230 discussed.

231
232 Commissioner Djevi commented they discussed looking at the top five policies from the Police
233 Department and hearing feedback from the community on them. It will be a question and answer
234 time with a short presentation.

235
236 Commissioner Groff commented the Police Chief is planning on give a report on the use of body
237 cameras and the legal ramifications with them.

238
239 Ms. Olson presented a document to the Commission and commented she met with community
240 members Keely Vandre and Nyla Harris who suggested an idea for partnering with the
241 Commission.

242
243 Ms. Vandre provided an overview of their proposal to partner with the HRIEC. She reported they
244 like to meet in a public place, and are looking for a place to meet without paying fees. They met
245 with the Parks Department, staff explained the reason for the fees, and suggested they meet with
246 the HRIEC to see if there was a way to create a partnership. They hope to meet once a month for
247 a couple of hours and the topics discussed could be relevant to what the HRIEC does.

248
249 Ms. Olson commented this fits into some of the goal setting and action plan process they have
250 been discussing. The Commission can discuss this, and then see if they want to include it when
251 they do the action plan at their next meeting.

252
253 Commissioner Peterson inquired what types of conversations have taken place at the meetings.

254
255 Ms. Vandre responded the first meeting was a direct result of the action steps that resulted from
256 women’s march. They hosted a Huddle, and it centered on informing each other on things going
257 on in the community, ways they can engage and volunteer, and sharing ideas about block parties.
258 So far it has all been women, there is no explicit content, but they are open to what should be
259 “off topic” for a hosted group versus a HRIEC sponsored event.

260
261 Commissioner Groff commented it is a good way to get out of City Hall and into the community.
262 It is community building, but they would have to consider what topics are discussed and how it
263 fits with the Commission’s mission.

264
265 Ms. Vandre stated she believes the focus of the Commission is similar to topics they would want
266 to include. They have mainly had Roseville residents participate. There were others from St.
267 Anthony Village, St. Paul, and Shoreview, and they commented that Roseville is doing a lot. It is
268 a good reputation to continue. She inquired if the Commission would be willing to pilot this in a
269 formal way for a year. If it is successful, they can host it in different locations throughout the

270 community. The parks buildings are neighborhood centralized and they have found that people
271 just want to get to know each other.

272

273 Commissioner Carey inquired what channels they used to reach out to people to have so many
274 people participate.

275

276 Ms. Vandre responded the women's march publicized local events so that people could search
277 and find her contact information. They advertised the second meeting via word of mouth, and
278 had 40 people show up. They are able to use space at the library, but will have to limit the
279 number of participants because the space is small. They considered partnering with faith-based
280 organizations as well, but they would prefer to keep it secular so that people do not feel
281 uncomfortable meeting in a church.

282

283 Ms. Harris stated they want to remain visible to the rest of the community. It is important to have
284 other people see what is happening and it would be good to show the City is involved in it as
285 well. People want to feel connected.

286

287 Ms. Vandre stated typically meetings last for an hour and a half and at one meeting they had a
288 guest speaker come. Partnering with the Commission could provide ideas on what kinds of
289 topics could be presented in that type of setting.

290

291 Commissioner Groff stated they will discuss this opportunity at their next meeting.

292

293 Commissioner Djevi suggested they email topics they want discussed to Ms. Olson, and the
294 Commission can then determine how it might fit in.

295

296 Ms. Vandre stated having a consistent monthly meeting is ideal and a great way to stay engaged.
297 They currently meet the first Saturday of every month from 9:00 a.m. to 10:30 a.m.

298

299 Commissioner Groff suggested the Commission also provide topics that may be relevant.

300

301 Commissioner Holub inquired what restrictions would be in place on potential partners.

302

303 Ms. Olson commented she could provide an a very general overview on broad topics that are not
304 appropriate.

305

306 Mayor Roe stated it is important to inform partners on the topics the City should not be involved
307 in.

308

309 Commissioner Groff commented it would be important in include topics that are timely and they
310 would have to know them ahead of time.

311

312 Ms. Vandre stated it could be an extension of the goal of Imagine Roseville. If the Commission
313 decided to partner with them, she would hope a Commissioner could be present at each meeting.

314

315 Commissioner Groff expressed concern with making sure they do not have a quorum at the
316 meeting.

317

318 Ms. Olson advised they could also notice it as a standing meeting.

319

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321 **Youth Commissioner Report**

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323 Youth Commissioner Hansel reported the Teens for Human Rights Club at Roseville Area High
324 School is working hard preparing for orientation and the first day of school. They are working on
325 advertising and projects for next year.

326

327

328 **New Business**

329

330 Commission Groff reported the Karen Organization Minnesota (KOM) will be having their
331 annual Gala on October 12. He inquired if people have participated in the past.

332

333 Ms. Olson advised she will find out what has been done in the past and email the information to
334 everyone.

335

336 Commissioner Groff explained KOM is an organization that works with immigrants.

337

338 Ms. Olson stated *MinnPost* recently had an article highlighting KOM.

339

340 Mayor Roe commented if it is a City sponsored event, it may be staff driven.

341

342 Commissioner Groff suggested Commission members let Ms. Olson know if they want to go.

343

344 Commissioner Holub suggested at future meetings they ask the public in attendance if they are
345 present for a specific agenda item. They could then rearrange the agenda so they do not make
346 them wait through the entire meeting. She suggested the Chair or Vice Chair ask the public
347 during the agenda approval if they are there for a specific agenda item, and make the appropriate
348 changes.

349

350 Commissioner Groff agreed.

351

352 **a. Overview and Summary of Consensus Workshop**

353

354 Ms. Olson provided a handout to the Commission. She reported they met last night and identified
355 what they want to work on as a Commission in 2017-2018. She explained the columns in pink
356 on the left are the broad topics that summarize the ideas listed in the column on the right. The
357 goal is to take the broad topics, put actions to them, and prioritize them at the next meeting. The
358 broad topics include: 1) Listening to and gathering feedback from all stakeholders in the
359 community; 2) Educate and engage youth; 3) Educate community on pertinent topics/issues; 4)

360 Proactive and reactive advisement on City policies; 5) Partnering with key stakeholders; 6)
361 Engage community and foster unity and relationship; 7) Foster peace and safety; 8) Evaluate and
362 advise on innovative ideas and resources; 9) Develop a sense of community identity; 10)
363 Increase access to and representation in City government; 11) Proactive and reactive advisement
364 on Human Rights issues; and, 12) Maintain and improve collaboration with public safety.

365
366 Ms. Olson requested Commissioners send her feedback on this process.

367
368 The Commissioners commented Ms. Olson did a great job facilitating the meeting, thanked her
369 for being prepared, agreed they got a lot accomplished and learned a lot about everyone's
370 priorities and passions.

371
372 Ms. Olson advised the next meeting will be on Thursday, August 24. She stated they should
373 come prepared with actions they can take to accomplish their ideas and suggested they review
374 the minutes where they went over all the items of importance. She will follow up via email with
375 more instructions on how to prepare for this meeting and send out follow up material after each
376 meeting.

377
378 Mayor Roe advised the video of the meeting is also available on the CTV website. He watched
379 the meeting, was impressed with the discussion that took place, and looks forward to the next
380 discussion.

381

382

383 **Other News, Business or Reports**

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386 **Announcements**

387

388 Commissioner Djevi announced Ask A Youth will take place on September 26 at 6:30 p.m. at
389 the library and Youth Commissioner Hansel is part of the panel.

390

391 **Future Agenda Items**

392

393 The Commission agreed that this item is pending what happens at the meeting next Thursday.

394

395 **a. Appoint Chair/Vice Chair**

396

397 Ms. Olson reminded the Commission they plan to nominate a Chair and Vice Chair in September
398 and vote in October.

399

400 **b. Appoint Member to Ethics Committee**

401

402 In response to Commissioner Peterson, Ms. Olson stated the Ethics Committee meets annually in
403 April, and then as needed.

404

405

406 **Adjournment**

407

408 Commissioner Eichenlaub moved and Commissioner Dailey seconded a motion to adjourn.

409 Motion passed unanimously. Meeting adjourned 7:55 p.m.

410

411

412 Respectfully submitted,

413

414 Shannon Schmidt

415 *TimeSaver Off Site Secretarial, Inc.*