

Commissioners:

Lisa Carey
Nicole Dailey
Etienne Djevi
John Eichenlaub
Wayne Groff
Chelsea Holub
Michelle Manke
Lauren Peterson
Elizabeth Hansel



**Human Rights, Inclusion
and Engagement
Commission Agenda
Wednesday, August 16,
2017**

Address:
2660 Civic Center Dr.
Roseville, MN 55113

Phone:
651-792-7000

Website:
www.cityofroseville.com/hriec

1. 6:30 P.M. Call To Order/Roll Call
2. 6:35 P.M. Approval Of Agenda
3. Approval Of Minutes
- 3.I. July 19, 2017 Minutes

Documents:

[DRAFT HRIEC07-19-17.PDF](#)

4. 6:40 P.M. Public Comment On Items Not On The Agenda
5. 6:45 P.M. Receive Reports
- 5.I. Subcommittee Report On Racial Profiling

Documents:

[5A. SUBCOMMITTEE RACIAL PROFILING.PDF](#)
[5A1. ATTACHMENT - REPORT.DOCX](#)

- 5.II. City Engagement Efforts

Documents:

[5B. CITY ENGAGEMENT EFFORTS.PDF](#)

- 5.III. Report On Essay Contest

Documents:

[5C. ESSAY CONTEST TIMELINE.PDF](#)
[5C1. ESSAY CONTEST ATTACHMENTS.PDF](#)

- 5.IV. Staff Report

Documents:

[5D. STAFF REPORT.DOCX](#)

6. 7:25 P.M. Youth Commissioner Report
7. 7:30 P.M. New Business
- 7.I. Overview And Summary Of Consensus Workshop

Documents:

[7A. CONSENSUS WORKSHOP.PDF](#)

8. 7:45 P.M. Other New Business Or Reports
9. 7:50 P.M. Announcements
10. 8:00 P.M. Future Agenda Items
- 10.I. Appoint Chair/Vice Chair
- 10.II. Appoint Member To Ethics Committee
11. 8:10 P.M. Adjournment

Public Comment is encouraged during Commission meetings. You may comment on items not on the agenda at the beginning of each meeting; you may also comment on agenda items during the meeting by indicating to the Chair you wish to speak.

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1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **DRAFT – July 19, 2017 - DRAFT**
4

5
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
10

11 **Commissioners Absent:** Edward Johnson 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 **Call to Order/Roll Call**
19

20 The Human Rights, Inclusion, and Engagement Commission (HRIE) meeting was called to order
21 at 6:30 p.m. Mayor Roe requested roll call.
22
23

24 **Approve Minutes**
25

26 **a. June 21, 2017 Human Rights, Inclusion and Engagement Commission**
27

28 Commissioner Manke moved and Commissioner Holub seconded a motion to approve the June
29 21, 2017 Human Rights, Inclusion and Engagement Commission meeting minutes.
30

31 Commissioner Carey requested line numbers be included on the minutes.
32

33 Motion passed unanimously.
34
35

36 **Approve Agenda**
37

38 Commissioner Manke requested to include discussion on Chair and Vice Chair elections for the
39 Commission.
40

41 Commissioner Manke moved and Commissioner Holub seconded to amend the agenda to
42 include discussion regarding Chair and Vice Chair elections.
43

44 Mayor Roe suggested this be added as Agenda Item No. 8(d).
45

46 Motion carried unanimously.

47
48 Commissioner Holub requested a discussion on Imagine Roseville be added to the agenda.
49
50 Commissioner Holub moved and Commissioner Groff seconded to amend the agenda to include
51 discussion regarding Imagine Roseville.

52
53 Motion passed unanimously.

54
55 Mayor Roe suggested this be added as Agenda Item No. 8(e).

56
57 Commissioner Groff requested to include discussion on an email received by the Commission
58 regarding MGM Liquor.

59
60 Commissioner Groff moved and Commissioner Daily seconded to amend the agenda to include
61 discussion regarding the MGM Liquor incident.

62
63 Motion passed unanimously.

64
65 Mayor Roe suggested this be added as Agenda Item No. 8(f).

66
67 Commissioner Eichenlaub requested discussion on the Yanez verdict and actions taken by the
68 City Council be added to the agenda.

69
70 Commissioner Eichenlaub moved and Commissioner Djevi seconded to amend the agenda to
71 include discussion regarding the Yanez verdict.

72
73 Motion passed unanimously.

74
75 Mayor Roe suggested this be added as Agenda Item No. 8(g).

76
77 Commissioner Peterson moved and Commissioner Carey seconded to approve the agenda as
78 amended. Motion passed unanimously.

79
80
81 **Public Comment on Items Not on Agenda**

82
83 Commissioner Peterson moved and Commissioner Djevi seconded to suspend the rules and
84 allow public comment on item No. 8(f) regarding MGM Liquor.

85
86 The Commission discussed whether to include Commission discussion at this time as well. Some
87 members expressed concern with having a full agenda while others commented it is important to
88 hear from the public on this item. It was also suggested they only take public comment at this
89 point in the agenda, and make sure the Commission discussion is made public after the meeting.

90

91 Commissioner Carey moved and Commissioner Holub seconded to amend the motion to move
92 agenda item No. 8(f) regarding MGM Liquor after Public Comment. Motion passed
93 unanimously.

94

95 The Commission voted on the original motion. Motion passed unanimously.

96

97 **a. MGM Liquor Incident**

98

99 Assistant City Manager Olson handed out a copy of the email that was received regarding this
100 item.

101

102 Angela Byrne, 1894 Chatsworth Street North, commented she spoke at the July 10, 2017 City
103 Council meeting on this item. She spoke against the incident of racial profiling against Dr.
104 Maryam Shapland on July 1, 2017. She requested the HRIE Commission discuss ways to
105 address racial profiling and advise the City Council on actions they can take.

106

107 Keely Vandre, 2458 Holton Street, commented she is pleased to see the community discussions
108 held by the City as part of Imagine Roseville. The gravity of this incident of racial profiling is
109 important, and the statements the City has made about equity and inclusion is not enough. She
110 expressed concern that the Council's comments and public comments were not included in the
111 summary of the Council minutes and she only received a response from one Councilmember
112 after sending a follow up email on this topic.

113

114 Diane Hilden, 466 Bayview Drive, thanked the Human Rights Commission (HRC) and the work
115 Commissioner Groff did. She stated it is important to have the City Council involved with the
116 HRIE Commission. The racial profiling incident is bullying and should be addressed. In the
117 *Roseville Review*, Councilmember McGehee recommended Roseville make a stronger statement
118 about it being a welcoming place.

119

120 Kathy Ramundt, 1161 Laurie Road, encouraged the HRIE Commission to take on the cause of
121 having a City policy on fairness, respect, and equality. After both a HRC meeting and last
122 week's City Council meeting, someone approached her and told her that two Councilmembers
123 were rolling their eyes while they were speaking. Also, during discussion about the
124 Comprehensive Plan, while there is a very detailed plan, there were only two comments about
125 engagement and inclusion. She encouraged the HRIE Commission to take concrete steps to
126 address this with the Comprehensive Plan and to be out in the community talking to people and
127 hearing the voices that need to be heard.

128

129 Sherry Sanders, Do Good Roseville, agreed with Ms. Hilden that bullying is connected to racial
130 profiling. She requested the Commission consider creating a values statement and recommending
131 it to the City Council. She also requested the Commission to create a formal complaint process.

132

133 Nyia Harris, 1066 Lovell Avenue, urged the HRIE Commission to take Dr. Shapland's
134 grievances seriously.

135

136 Mayor Roe commented the meeting summary is not intended to be an entire representation of the
137 meeting or as detailed as meeting minutes. The July 10, 2017 City Council meeting minutes will
138 be available to the public after the July 24, 2017 City Council meeting. He commented the MN
139 Department of Human Rights has a process for investigating these types of complaints and Dr.
140 Shapland has been advised to make a complaint. In Imagine Roseville discussions, the topic of
141 shopping as a person of color has been brought up as a topic for future community discussion.

142
143 Commissioner Groff stated this is a topic that is often discussed, but he does not know what the
144 options are for the City in situations like this. The Commission should discuss what the options
145 would be and the City needs to make a strong statement that it is not acceptable.

146
147 Mayor Roe suggested they also educate business owners on the best approaches in dealing with
148 security concerns and it could be a topic at their monthly business Council meetings.

149
150 Commissioner Carey stated they need to make sure the concerns brought up during Public
151 Comment about inclusion and equity are included as part of the Comprehensive Plan effort and
152 they need to start to find ways to address them. It is not enough that it is sent off to the MN
153 Department of Human Rights to deal with. They need to make a strong statement and make sure
154 they are supporting the community. There also needs to be some repercussions for the business,
155 depending on what the investigation finds.

156
157 Commission Djevi stated this is not the first time this has happened and it will not be the last. He
158 inquired if there was a way to have a reporting system so people can report their experience, feel
159 supported and the issue can be addressed. They need to make a strong statement and send a
160 signal to businesses that this behavior will not be tolerated. Discrimination will not end unless
161 they come out against it.

162
163 Commissioner Dailey agreed with Commissioner Carey and stated there needs to be
164 repercussions for businesses. It is not legal and not an acceptable business practice. Dr. Shapland
165 has suffered harassment and she inquired if there is an anonymous way for people to make
166 complaints.

167
168 Commissioner Peterson suggested they form a subcommittee to take on this task and make
169 recommendations to the full Commission and then to the Council. Discussion may include
170 further education for business owners and finding ways to submit anonymous complaints to the
171 City.

172
173 Commissioner Eichenlaub agreed there needs to be an anonymous way for people to submit
174 complaints.

175
176 Commissioner Manke disagreed that complaints need to be anonymous. If a person has a serious
177 complaint, they should include their name. If people know it is anonymous, people could submit
178 multiple complaints just to have a grievance with the City.

179

180 Commissioner Carey explained there will need to be some sort of investigation into the
181 complaints and the names do not need to be made public.

182

183 Commissioner Manke suggested this be part of the Commission planning agenda.

184

185 Commissioner Carey expressed concern that if they do not begin working on this immediately, it
186 will be put on hold.

187

188 Commissioner Holub agreed that a subcommittee is a good idea to get things moving.

189

190 Commissioner Groff moved and Commissioner Carey seconded to form a subcommittee to
191 research this and bring it back to the next HRIE Commission meeting. The subcommittee
192 members will be Djevi, Hansel, Holub, Carey, and Groff. Motion passed unanimously.

193

194 There were no further comments under Public Comment.

195

196

197

Receive Reports

198

a. Subcommittee on Parade and Party in the Park

199

200
201 Commissioner Manke commented everything went very well, they had a great crowd, but she
202 would have liked to see more Commissioners present. She suggested next time, they go to
203 Commissions and ask to be on their meeting agendas.

204

205 Ms. Olson advised she has contacted the winner of the drawing, but has not heard back from
206 them yet.

207

208 Commissioner Groff agreed the event went well, he liked the interaction with the public and
209 other Commission members, and having the Comprehensive Plan there.

210

211 Commissioner Manke suggested they find another relevant item to draw people in next year. She
212 has begun to compile a kit for next year.

213

214 Mayor Roe suggested they put together a summary of the event and include ideas for next year.

215

216 Ms. Olson commented they did a wonderful job and suggested they also include survey feedback
217 from other Commissions as part of the summary.

218

219 Commissioner Daily stated it was good to get people to walk into the booth with the
220 Comprehensive Plan there.

221

222 Commissioner Peterson stated she appreciated the survey she received.

223

224

b. Youth Commissioner Applicants

225
226 Commissioner Groff reported they have interviewed one applicant, Acer Iverson, for Youth
227 Commissioner. He is going into 11th grade, involved in speech, has good energy, and is looking
228 for more direction on what they would want him to do. The subcommittee recommends approval
229 of him as Youth Commissioner.

230
231 Commissioner Groff moved and Commissioner Peterson seconded to accept Acer Iverson as
232 Youth Commissioner with the HRIE Commission.

233
234 Mayor Roe advised Mr. Iverson's information will be available in the Council packet and
235 suggested it also be made available to the Commission.

236
237 Commissioner Peterson commented they have ideas on how to get more applicants for Youth
238 Commissioner.

239
240 Commissioner Groff stated they started the process later this year and Mr. Iverson saw it on
241 NextDoor. Having the information at the Civics class is not helpful since it is a senior class and
242 they will be graduating. He suggested they distribute it to eighth graders.

243
244 Youth Commissioner Hansel suggested they change the flyer to say incoming 9th, 10th, 11th, and
245 12th graders.

246
247 Commissioner Peterson provided a handout that highlighted future strategy ideas for increasing
248 Youth Commission Applicants. They will put this on next year's planning calendar for March.

249
250 Motion passed unanimously.

251
252 Ms. Olson advised this will be on the July 24, 2017 City Council meeting agenda for approval.

253
254 Commissioner Peterson commented they also recommend a Commission member be a mentor to
255 the Youth Commissioner.

256
257 **c. City Engagement Efforts**

258
259 Ms. Olson directed the Commission to the current and future engagement efforts listed in the
260 meeting packet. She highlighted the Discover Your Parks festivities that continue to take place
261 throughout July and August and reported the City is looking for residents to participate in a
262 transportation focus group as part of the Comprehensive Plan update. There will be an open
263 house on Thursday, July 20, from 4:30 p.m. to 6:00 p.m. at City Hall to solicit feedback from
264 residents on various transportation topics. Family Night Out will take place at Central Park on
265 Monday, July 31 from 5:00 p.m. to 8:00 p.m. and Night to Unite will take place in
266 neighborhoods on August 1. She encouraged residents to register their party at
267 www.cityofroseville.com/NighttoUnite by July 22.

268

269 Councilmember Laliberte stated the HarMar Walkabout will take place on Thursday, July 20 at
270 4:30 p.m. as part of the Comprehensive Plan, and people should meet in the St. Rose parking lot.
271

272 Mayor Roe stated the consultant is taking the feedback from the Rice/Larpenteur area and will
273 begin reporting it to the planning group. The City Council has set its Policy Priority Plan for the
274 upcoming year and the three focus areas are Economic Development, Inclusion and Equity, and
275 Fiscal Sustainability. They are considering participating in the Government Alliance on Race and
276 Equity (GARE) program next year.
277

278 Ms. Olson advised the online survey for the Comprehensive Plan will be closing soon.
279

280 Mayor Roe stated the Planning Commission meets to discuss the Comprehensive Plan and
281 Commission members can attend to discuss ways to further include inclusion and equity issues.
282

283 **d. Subcommittee on Essay Contest**

284

285 Commissioner Holub reported the subcommittee met and recommends the following essay
286 question: Disparities such as racism, sexism and ageism – among others – are still occurring
287 today. Choose one disparity and explain what you think the underlying cause is. What can be
288 done to address it? Include personal and/or sourced examples.
289

290 Commissioner Carey inquired why items 6(d) and 8(a) are similar in topic.
291

292 Ms. Olson responded item 6(d) is receiving the report on the Essay Question, and item 8(a) is the
293 action item.
294

295 Commissioner Manke stated she thought the subcommittee was going to come to the
296 Commission with a few questions to choose from, not just one. Commissioner Peterson agreed.
297

298 Members of the subcommittee explained their process for choosing the essay question. They
299 looked at the suggestions for question topics from other Commission members, pulled out the
300 core topics, and came up with a recommendation. They did not want to repeat the topic from last
301 year and were careful to choose a topic that students would be interested in. It was a difficult
302 process, but they believe they came up with a reasonable balance with their question. The
303 question is phrased in a way that does not tell kids what to think about, but to ask kids what they
304 know about the topic.
305

306 Commissioner Groff commented the question is broad enough that the teachers will be able to
307 work it into their curriculum in some way and a student can write on something they are
308 interested in.
309

310 Councilmember Laliberte explained the purpose of subcommittees is to do the work on a
311 particular item, but it is up to the full Commission to make the decisions.
312

313 Ms. Olson stated it may have been more helpful if she had sent out the full list of topics the
314 subcommittee had to work with so the whole Commission could see what those topics were.

315

316 Commissioner Groff advised against postponing the decision on the question because it needs to
317 be given to the teachers at the beginning of the school year.

318

319 Commissioner Manke recommended the subcommittee put together a summary on how to select
320 a question as a guide for next year and include the questions that have been asked in the past. She
321 recommended in the future, the full Commission be presented with a couple of options to choose
322 from. Commissioner Groff agreed with Commissioner Manke.

323

324 Commissioner Groff moved to accept the following question for the 2018 Essay Contest:
325 Disparities such as racism, sexism and ageism – among others – are still occurring today. Choose
326 one disparity and explain what you think the underlying cause is. What can be done to address it?
327 Include personal and/or sourced examples.

328

329 Commissioner Peterson requested more discussion on what the disparity is.

330

331 Commissioner Dailey thanked the subcommittee for their work. She stated in the past they have
332 asked participants to provide a definition as part of the essay. She suggested they ask participants
333 to define what a disparity is as part of the question, and then explain the causes.

334

335 Commissioner Peterson further explained by including Commissioner Dailey's suggestions, it
336 will help with the grading rubric to have clearly defined expectations.

337

338 After discussion, the Commission decided to change the essay question to reflect the following:
339 Disparities such as racism, sexism and ageism – among others – are still occurring today. Define
340 and discuss one disparity and explain what you think the underlying cause is. What can be done
341 to address it? Include personal and/or sourced examples.

342

343 Commissioner Groff amended his original motion.

344

345 Commissioner Groff moved, and Commissioner Peterson seconded to accept the following
346 question for the 2018 Essay Contest: Disparities such as racism, sexism and ageism – among
347 others – are still occurring today. Define and discuss one disparity and explain what you think
348 the underlying cause is. What can be done to address it? Include personal and/or sourced
349 examples. Motion passed unanimously.

350

351

352 **Youth Commissioner Report**

353

354 Youth Commissioner Hansel stated her report on the sexual assault project that Teens for Human
355 Rights did was omitted from last month's minutes.

356

357 Mayor Roe suggested it be added to the minutes. The Commission agreed.

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New Business

Other News, Business or Reports

a. Essay Contest Discussion

This item was previously discussed.

b. Youth Commissioner Applicant Discussion

This item was previously discussed.

c. Overview of Technology of Participation Method

Ms. Olson reported after the last couple of Commission meetings and in an attempt to develop a work plan, a facilitated process is being proposed to build a work plan for the Commission through a structured process. She provided a detailed overview of the Technology of Participation (ToP) method and explained it is designed to capture the group’s best thinking, hear every voice, respect diversity of perspectives within a group, and develop a strong consensus for the group. The proposed plan is to begin with the Consensus Workshop at the August Commission meeting and culminate with a joint meeting with the City Council in December/January to kick off 2018 with a new work plan.

Mayor Roe stated a good portion of the Commission’s meeting time will be focused on this discussion, but it does not preclude other agenda items and reports. Since this Commission is charged with making recommendations to the Council about engagement, it may be good for them to evaluate it as they go through it to see if it could work for the City in other areas.

Commissioner Manke commented the Commission had previously discussed this and agreed it was something they wanted to explore.

Commissioner Peterson stated the process sounds good, but she wants to make sure there is still time to take care of other business at their meetings.

Commissioner Carey stated the HRC has priorities that have already been successful, such as the Essay Contest, that they do not want to give up. They have identified several things that are ready to go that have been put on hold. She inquired why they would take six months to figure out what their work plan should be when they can figure it out in one meeting. They can choose from their list what they can handle and focus on that for the next year. She expressed concern that the things they already had as priorities are going to be shelved so that they can go through the ToP process.

403 Commissioner Manke disagreed with Commissioner Carey. She explained they are two groups
404 merging into one, and this is a perfect opportunity to work together to identify priorities, put
405 together a calendar, and create a process on how everything flows.

406

407 Commissioner Carey expressed concern they will not be able to present anything to the Council
408 until December and no action will be taken until January 2018.

409

410 Commissioner Manke stated if other things come up before then, they can be presented to the
411 Council. Going through this process will make the following year's planning much easier.

412

413 Commissioner Carey commented they have done certain events enough to know how they run
414 and there are people that can lead the process. There are things that used to be priorities that are
415 not being focused on and keep getting pushed off.

416

417 Commissioner Peterson agreed there have been things put on hold, but previous priorities may
418 not be the same for this new Commission. This ToP method may help to identify what the
419 priorities of the new Commission are as a whole.

420

421 Commissioner Djevi suggested they choose the top three priorities from each former
422 Commission that they can still pursue through the end of the year as they work through the ToP
423 method for next year's work plan.

424

425 Mayor Roe suggested they look at short term priorities for 2017 at the next meeting, and begin
426 the first part of the ToP workshop.

427

428 Ms. Olson agreed it can all be taken care of as part of the August meeting. The process is done
429 differently through the ToP workshop, but at the end of the meeting, they would have a list of
430 2018 priorities as well as goals for 2017. In September, they would plan out the 2018 priorities,
431 while working on the details for the 2017 goals.

432

433 Commissioner Groff expressed concern that if they do not do this process, they will not have a
434 work plan done in time for 2018. He supports moving forward with the ToP process as long as
435 they can still have some goals for 2017.

436

437 Commissioner Holub suggested they meet twice a month for the next few months. It would allow
438 them to do the process, but make it happen faster.

439

440 Ms. Olson advised the ToP meetings would still be held in the same room, the cameras would
441 reach both areas, and they would get longer cords for some of the microphones. It would still be
442 on camera and an open meeting where people could still watch the process.

443

444 Councilmember Laliberte inquired if the Civility Training could be included in the meeting
445 packet and on next meeting's agenda as a regular business item.

446

447 Ms. Olson suggested they have a special meeting for the ToP process so that they do not have to
448 use the regular meeting time for it. It is an intense process and should be done in two meetings
449 to allow time to gather information for the action plan.

450

451 The Council discussed possible upcoming meeting dates and times.

452

453 Commissioner Peterson moved and Commissioner Carey seconded to begin the Technology of
454 Participation process, meeting on August 15 and August 24 at 6:30 p.m., separate from the
455 regularly scheduled Commission meeting.

456

457 Commissioner Carey inquired how they should prepare for the ToP workshop.

458

459 Ms. Olson stated she will send out the list of activities identified by Commission members at the
460 last meeting, and encouraged them to bring new ideas as well.

461

462 Councilmember Laliberte suggested they check the minutes from the last meeting for any
463 additional ideas they may have discussed.

464

465 Motion passed unanimously.

466

467 **d. Discussion on Chair/Vice Chair**

468

469 Commissioner Manke moved to hold elections for Chair and Vice Chair positions in October.
470 She stated she chose October because she has not seen a need for those positions to be filled yet,
471 and they will get to know a lot about each other during interaction over the next few months.

472

473 The motion failed for lack of a second.

474

475 Commissioner Carey inquired if a Chair, Vice Chair, or Councilmember is required to lead the
476 meetings.

477

478 Mayor Roe responded the City's Commission Code states that every Commission must have a
479 Chair and Vice Chair. As Council representatives, after they vote on the officers, he and
480 Councilmember Laliberte will remain in whatever capacity the Commission felt most
481 appropriate. He advised at any of their Commission meetings, if there is something that needs to
482 be on the next Council meeting agenda, they should make a motion and Ms. Olson will make
483 sure it is on the agenda.

484

485 Commissioner Carey commented it is a different atmosphere when the Commission is leading
486 discussion and taking it to the Council versus getting feedback from the Council representatives
487 at the Commission meetings. It is unclear if the feedback they are giving is representative of how
488 the entire Council feels or their own opinion on a subject.

489

490 Mayor Roe responded having Councilmembers in the room changes the dynamic of a
491 Commission meeting and that is why the Council has been hesitant to be liaisons to

492 Commissions. The Council would prefer the Commission would meet by themselves without
493 Councilmembers present.

494

495 Councilmember Laliberte stated their leadership was always intended to be temporary and
496 transitional in order to get things going with the new Commission.

497

498 Commissioner Djevi suggested having Ms. Olson lead the upcoming meetings.

499

500 Mayor Roe stated Ms. Olson will lead them through the ToP process, but it is the Council's
501 recommendation that the Council representatives still lead the Commission meetings until they
502 vote on a Chair and Vice Chair.

503

504 Commissioner Groff moved and Commissioner Eichenlaub seconded to conduct the Chair and
505 Vice Chair elections in September, with elected members taking their seats in October.

506

507 Mayor Roe explained the nomination process. Generally, the floor is opened up for nominations
508 and usually the nominations come with seconds. They then vote on the nominees, and the one
509 with the most votes would take the seat.

510

511 Councilmember Laliberte stated by waiting to have a vote, they will be able to watch each other
512 work.

513

514 After a couple of Commission members stated they would not be at the September meeting,
515 Mayor Roe suggested they present nominations at one meeting and vote at the next.

516

517 Commissioner Groff and Commission Eichenlaub accepted an amendment to their motion, to
518 conduct the nominations at the September meeting, and vote on the nominations at the beginning
519 of the October meeting, with the newly elected officials taking their seats immediately.

520

521 Motion passed unanimously.

522

523 **e. Imagine Roseville Report**

524

525 Commissioner Holub provided a handout to the Commission, and reported at the last Imagine
526 Roseville Planning Committee meeting, a report was discussed regarding immigration, which
527 was discussed at the last Imagine Roseville Community meeting. This report will be presented to
528 the City Council in August. Since Imagine Roseville discussion topics fall within the scope of
529 the HRIE Commission, she suggested they submit a recommendation to the Council. This
530 recommendation would encourage the Council to read the report and schedule a time for further
531 discussion.

532

533 Commissioner Carey explained further their largest concern was they would do all the work
534 around this report, present it to the City Council, and they would do nothing with it. That is why
535 they propose to submit the recommendation that Commissioner Holub described.

536

537 Commissioner Manke inquired what Imagine Roseville actually is.

538

539 Commissioner Carey suggested Corey Yunke talk to the Commission about the Police
540 Department policy being put in place.

541

542 Mayor Roe explained Imagine Roseville was initiated by the City Council in 2005 as the
543 Community Visioning process in anticipation of the 2025 Comprehensive Plan update. It was
544 made up of groups of citizens and generated a report that provided a framework of goals to be
545 integrated into the community. Last summer, with the shootings in their own community and
546 around the nation, members in the community, along with HRC and CEC and other City staff
547 members, came together to figure out what they can be doing to connect the City. It evolved into
548 an effort that provided opportunities for community members to express their thoughts on these
549 events and get questions answered regarding Police Department policies. From the event last
550 October, a Planning Committee was developed to determine the next steps. Two additional
551 community discussions were organized and the main topic was around immigration and the
552 City's responsibility. The report being presented is what was generated from this community
553 discussion and is a recommendation to the City Council of a process on how to move forward.

554

555 Ms. Olson stated it will be before the City Council on August 28, 2017, which would provide the
556 Commission more time to discuss its recommendation, if needed.

557

558 Commissioner Manke inquired how the HRIE Commission has gotten involved in this if the City
559 and Council have put it into action.

560

561 Commissioner Holub responded there are three members representing the HRIE Commission
562 that are on the Imagine Roseville Planning Committee. She referred to their Ordinance and read
563 it relates to this Commission by "advising on equitable opportunity and public participation
564 processes."

565

566 Commissioner Djevi stated he was impressed with the two meetings that took place. It was clear
567 that Mayor Roe and Councilmember Laliberte were involved, he does not believe the process
568 will come to a halt, and he supports the recommendation.

569

570 Commissioner Carey explained the recommendation is a statement to the Council that asks them
571 to consider the work that has already been done.

572

573 Commissioner Holub stated it also shows the Commission is interested and watching what
574 happens with the report as well.

575

576 Commissioner Manke stated if it is a recommendation from the whole Commission, there should
577 be discussion from the entire Commission on it.

578

579 Mayor Roe pointed out the recommendation is making sure there is a process, but not taking a
580 position on the report.

581

582 Commissioner Groff moved and Commissioner Peterson seconded to accept the memo and
583 forward it to the City Council.

584

585 Commissioner Manke inquired if the memo would be changed at the next Planning Committee
586 meeting.

587

588 Mayor Roe stated the next Planning Committee meeting they will begin planning on the next
589 topic and future Imagine Roseville schedule.

590

591 Motion passed unanimously.

592

593 **f. MGM Liquor**

594

595 This item was previously discussed under Public Comments.

596

597 **g. Discussion on Yanez Verdict**

598

599 Commissioner Eichenlaub stated he believes that community policing remains an issue in the
600 forefront of news and current events, and he asked Mayor Roe what actions the City is taking to
601 address these issues.

602

603 Mayor Roe responded prior to the local shootings that have taken place, the Chief was already
604 doing work with immigrant community. They would play volleyball with the kids, have
605 lemonade stands, and connect through Northeast Youth and Family Services through basketball
606 and youth soccer camps. Since the Imagine Roseville conversations, they plan to look at data
607 related to police stops and how that relates to the community.

608

609 Commissioner Eichenlaub stated he also wanted to include this topic in the Commission minutes
610 because he did not want people to think they were not addressing these issues.

611

612 Commissioner Holub suggested they track what Imagine Roseville is doing so they can discuss
613 what the issues are and make recommendations.

614

615 Mayor Roe stated the Council discussed referring the Imagine Roseville process to the HRIE
616 Commission to evaluate what has been done and to make recommendations going forward. This
617 would also include future selection of topics, who is part of the planning process, and if there is a
618 process to formally or informally welcome someone into the planning effort.

619

620 Councilmember Laliberte stated the City Council has a goal in their priority planning document
621 around Imagine Roseville. With Commissions, there is a formal process for adding members.
622 However, with Imagine Roseville, it is not done that way and may need to be formalized.

623

624 Commissioner Dailey suggested there be an Imagine Roseville update on future agendas.

625

626 Commissioner Manke stated the name, Imagine Roseville, is not related to what it was originally
627 and it has morphed into something completely different.

628

629 Mayor Roe explained during the planning process they were trying to develop tag lines around
630 making connections as demographics are changing in Roseville. That is when they decided to
631 use Imagine Roseville as their title, to imagine what Roseville could be in the future.

632

633 **Announcements**

634

635 Ms. Olson provided two documents to the Commission, which were letters from Eric Tomlinson
636 and Edward Johnson who had both resigned their position on the Commission. She also
637 requested Commission members submit their background check forms.

638

639 Councilmember Laliberte asked Youth Commissioner Hansel what she would like added to the
640 June 21, 2017 minutes.

641

642 Youth Commissioner Hansel stated she reported about the sexual assault project that the Human
643 Rights Club did and it should be in between the two paragraphs under Youth Commissioner
644 Report.

645

646 Ms. Olson agreed to look at the video and include the paragraph on this topic.

647

648 Commissioner Groff announced the Roseville Area Arts Council has started again and he is on
649 the Board. He read their mission statement and invited Commissioners to attend their meeting on
650 July 20. They want to engage the community in the arts and are coordinating events with Parks
651 and Recreation.

652

653 Commissioner Djevi announced the Roseville Library is showing the moving “Thirteenth: From
654 Slave to Criminal with One Amendment”. He also stated the next “Ask” series will be in
655 September and will be titled, “Ask a Youth...” and it is recorded by CTV.

656

657 **Future Agenda Items**

658

659 **a. Civility Training in partnership with Imagine Roseville**

660

661 Commissioner Carey stated she is not sure if they will be able to work this topic in this year.

662

663 **b. Imagine Roseville**

664

665 Commissioner Carey inquired if Corey Yunke could report on the policy that is being put in
666 place.

667

668 Mayor Roe stated it would be a good follow up after the August 28 Council meeting.

669

670 Ms. Olson commented there has been discussion about having the Police Department doing a
671 presentation at an Imagine Roseville community gathering and she will follow up with them
672 about doing a presentation at a future HRIE Commission meeting. The policy being developed
673 is around immigration stops for the Police Department. They do not currently ask the
674 immigration status, and they are going to put into writing what they are actually doing.

675

676 **c. Advertising for Commission Openings**

677

678 Commissioner Holub thanked former Commissioners Tomlinson and Johnson for their service.
679 At the next meeting, she will bring a card for all of them to sign. She suggested they discuss
680 how to advertise for Commission Openings.

681

682 Councilmember Laliberte requested subcommittees provide background and supporting
683 information to Ms. Olson to be included meeting packet prior to each meeting.

684

685

686 **Adjournment**

687

688 Commissioner Peterson moved and Commissioner Carey seconded a motion to adjourn. Motion
689 passed unanimously. Meeting adjourned 9:27 p.m.

690

691

692 Respectfully submitted,

693

694 Shannon Schmidt

695 *TimeSaver Off Site Secretarial, Inc.*

August 16, 2017

Item 5a.

Subcommittee Report on Racial Profiling

Background

At the July 19, 2017 Human Rights, Inclusion and Engagement Commission meeting, commissioners heard public comment regarding a situation that occurred at a business located in Roseville that involved a grievance of racial profiling. As part of this discussion, commission members formed a subcommittee to research options of how to handle these types of concerns that are happening in the community, and what options the City Council may have to address them. The following members were appointed to serve on this subcommittee:

Commissioner Carey
Commissioner Djevi
Commissioner Groff
Commissioner Hansel
Commissioner Holub

The subcommittee was unable to meet until after the agenda packet was sent out and therefore they will provide a verbal update at the meeting.

Requested Action

Receive the information from the subcommittee.

HRIEC Profiling & Discrimination Subcommittee
Report & Working Recommendations
August 13, 2017

Members: Lisa Carey, Etienne Djevi, Wayne Groff, Elizabeth Hansel, Chelsea Holub
Report Written by Chelsea Holub

Purpose: This subcommittee was formed in response to comments from Roseville residents regarding racial profiling at the July 2017 meeting of Human Rights, Inclusion and Engagement Commission (HRIEC). The purpose of this subcommittee is to make recommendations to the City Council around profiling and discrimination based on race, religion, and other demographics. The subcommittee is not intended to be a body for investigation or litigation.

Working Proposal: The subcommittee proposes a series of efforts focusing on businesses in Roseville. The business approach seemed appropriate given the public comments and Imagine Roseville's separate focus on profiling in law enforcement. These proposals are intended for review and discussion with the entire HRIEC.

1. Collect Data: Request data from appropriate sources to gain a better understanding of the incidents of profiling in the community. Sources would include complaints filed with the Minnesota Department of Human Rights (MNDHR) and hate crimes reported to the Roseville Police Department.
2. Partner with Stakeholders to Engage Local Businesses: Work with the Roseville Economic Development Authority (EDA) and related agencies to identify ways to combat and address discrimination in businesses. Options may include a training for business leaders and brochures to distribute to businesses.
3. Gather and Share Community Stories Regarding Profiling: Create forums for community members to anonymously share incidents of profiling. This would supplement the data collected in item #1, serving that same purpose. In addition, it could be used as an educational tool for the community about discrimination that occurs locally. The end result would be a collection of stories similar to the *Green Card Voices* exhibit held at the Roseville Library that could be displayed in local places and on the City website. All identifying information, of both the reporter and location of where the incident happened, would be excluded, except the identity of the reporter with their consent. It would be framed clearly as information-gathering for educational purposes, not as a venue for filing formal complaints.
4. Improve Communication on HRIEC's Role and Provide Referrals: Update the HRIEC website to confirm the scope of their role (i.e. not as an investigative body) and to provide the appropriate referrals for community members with complaints. Consult with the MNDHRS on effective outreach to promote their duties to residents of Roseville.
5. Examine Confidentiality of Complaints: If a resident does wish to take a particular complaint to the City Council or HRIEC, redact identifying information of the

complainant and the establishment where it occurred in the public record, pending the outcome of a MNDHR investigation. It is not the role of the City to investigate any complaints, and often times it will find itself in a position of awaiting the outcome of a MNDHR investigation. Until that investigation is complete, we believe it is in the best interest of residents and businesses to not be opened up to undue harassment. Keeping the complaints anonymous would inform the City and HRIEC of current trends while the MNDHR investigation is conducted, protecting the safety of everyone involved.

6. Provide Guidance to Commissioners on Responding to Reports: The City Council and leadership should provide guidance to commissioners on responding to reports they receive personally about profiling in the community. Commissioners may feel stuck between their role as community members and commissioners, unsure what they are to say to their fellow residents, especially if an incident occurs during the weekend and City officials are unavailable to respond.

Background

Upcoming public meetings

August 22 – Public Works, Environment and Transportation Commission meets at 6:30 p.m. (Ch. 16)

August 23 – Planning Commission Comprehensive Plan Update special meeting at 6:30 p.m. (Ch. 16)

August 24 – Human Rights, Inclusion Engagement Commission special meeting at 6:30 p.m. (Ch. 16)

August 28 – City Council meets at 6:00 p.m. (Ch. 16)

On August 23 the Roseville Business Council will meet at 7:30 a.m. at Affinity Plus. Workforce Solutions will discuss what RAS is doing to prepare students for current business needs, and Ramsey County Workforce Solutions will provide information about recruiting qualified candidates

On August 19, Natural Resources Renewal volunteers will meet at Oasis Park to pull invasive species along the shoreline

Remembering When – Preventing Falls in Older Adults

Older adults are at higher risk of falling and of dying in a fire. Please join the Roseville Fire Department for a free presentation for older adults about fire and fall prevention on Tuesday, August 15 from 6:00 to 8:00 p.m. at the Roseville Fire Station, 2701 Lexington Ave. N.

Remembering When is a safety program that uses trivia, humor and nostalgia to teach older adults ways to protect themselves from fires and falls. It is designed for people of all ages, including family caregivers. The focus is on fun, but the safety messages are serious. The presentation will include a hands-on smoke alarm demonstration. Parking is available in the Roseville City Hall parking lot. Enter off of Civic Center Drive.

Contact Emily Nelson at 651-792-7309 or emily.nelson@cityofroseville.com if you have questions.

Help Us Plan Two New Parks

Roseville will soon be welcoming two new parks to its award-winning system – 1716 Marion St in southeast Roseville and 2132 Cleveland Ave on the west side of the city. But before they are officially opened there's lots of planning to do.

August 16, 2017

Item 5b.

City Engagement Efforts

City staff and park architects will be gathering feedback at a number of community input sessions and are interested in hearing the thoughts of Roseville residents. The input sessions will give residents a chance to help develop a shared vision for the use of the land as well as provide opinions on preferred amenities and design preferences.

Save the dates and plan to join us for the following meetings:

Marion St Park

- September 12
Marion St Park Site
1716 Marion St
- October 17
Galilee Lutheran Church
145 N McCarrons Blvd

Cleveland Avenue Park

- October 5
Fairview Community Center
1910 County Rd B
- November 2
Fairview Community Center
1910 County Rd B

Contact Park Superintendent Jim Taylor at 651-792-7107 for times and other information.

The Public Works, Environment & Transportation Commission will hold a walking tour of the Twin Lakes Area on Tuesday, August 15 beginning at 6:30 p.m. The tour will focus on stormwater devices and natural amenities. Tour starts at the north side of the Walmart parking lot located at 1960 Twin Lakes Parkway, Roseville, MN 55113.

Requested Action

Informational purposes only.

Background

At the July 19, 2017 meeting, the Commission finalized the 2017-18 Essay Contest question.

Disparities such as racism, sexism and ageism – among others – are still occurring today. Define and discuss one disparity and explain what you think the underlying cause is. What can be done to address it? Include personal and/or sourced examples.

This contest is open to all students in sixth, seventh and eighth grade living in the city of Roseville or attending a school in the Roseville Area School District, including students who are home schooled. Staff has sent principals of the following schools a letter asking that they encourage their teachers to announce the contest and distribute the rules, entry forms and copies of the question to interested students.

King of Kings Lutheran School
Parkview Center School
Roseville Area Middle School
St. Jerome School
St. John the Evangelist School
St. Odilia School
St. Rose of Lima School
Emmet D Williams School
Edgerton School
Falcon Heights Elementary School
Little Canada Elementary School
Central Park Elementary School

In addition, this information is posted on the City's website, the News Update, and the City's social media, and is typically covered in the Roseville Review.

Attached are the contest rules, entry form, a sample letter sent to principals, last year's rubric rating sheet, as well as a tentative timeline for the Commission.

Requested Action

Review the timeline and any changes that need to be made to it.



August 11, 2017

Dear Principal _____:

The Roseville Human Rights, Inclusion and Engagement Commission (HRIEC) is sponsoring its annual Essay Competition for sixth, seventh and eighth grade students who live in or attend school in the Roseville area. The HRIEC sponsors this contest to promote understanding of the principles of justice, equality and mutual respect among middle school students in the Roseville area.

Please ask your teachers to announce the contest and distribute rules, entry forms and copies of this year's question to interested students.

This year we ask:

- Disparities such as racism, sexism and ageism – among others – are still occurring today. Define and discuss one disparity and explain what you think the underlying cause is. What can be done to address it? Include personal and/or sourced examples.

We ask that students not put their names or other identifying marks on the front of the essay; instead staple the entry form to the last page of the essay. This ensures an unbiased review of essays. Please collect the essays in enough time so we can pick them up by January 30.

Commission members will review and select the top essays. Contest winners will receive cash prizes.

The HRIEC appreciates your cooperation in promoting the contest. We look forward to reading the fine essays discussing this year's topic. If you have questions regarding the competition, please contact me at 651-792-7446.

Sincerely,

Rebecca Olson, Staff Liaison
Roseville Human Rights, Engagement and Inclusion Commission



Human Rights, Inclusion and Engagement Commission
2017-2018 Human Rights
Essay Contest Question and Entry Form

Question

- Disparities such as racism, sexism and ageism – among others – are still occurring today. Define and discuss one disparity and explain what you think the underlying cause is. What can be done to address it? Include personal and/or sourced examples.

Please answer all questions completely and legibly and attach to your essay.

Student's name: _____ Grade: _____

Student's home address: _____

Name of student's parent or guardian: _____

Best phone number to reach parent or guardian: _____

Parent or guardian email: _____

Name of teacher: _____

School name: _____

Phone number to reach teacher: _____

Teacher's email address: _____

As the parent or guardian of _____, I give permission for the Roseville Human Rights, Inclusion and Engagement Commission to publish my child's essay, name and photo from the 2017-18 essay contest in any and all forms.

Parent or Guardian's signature

Date

2017-18 Roseville Human Rights Commission Essay Contest Rules

Question

- Disparities such as racism, sexism and ageism – among others – are still occurring today. Define and discuss one disparity and explain what you think the underlying cause is. What can be done to address it? Include personal and/or sourced examples.

Rules

1. Please answer all parts of the question. Essays can be handwritten or printed; double spaced and up to three pages in length.
2. Open to all students in sixth, seventh and eighth grade living in the city of Roseville or attending a school in the Roseville Area School District, including students who are home schooled.
3. Complete and attach the official entry form to the back of the essay. To ensure a fair evaluation, do not write your name on the essay.
4. Deadline for submission will be determined by your teacher, but no later than **Tuesday, January 30, 2018**.
5. Only winning students and the teachers of the students whose essays are selected for first, second, third or honorable mention will be contacted.

2017 HRC Essay Question

Prejudice and stereotypes affect the way we perceive and interact with each other, even when we don't realize it. How do stereotypes affect our society, and how do they damage human rights? Where in your life have you seen prejudice and/or stereotypes, and how has seeing/experiencing that affected you personally? What ACTION can you take regarding this experienced or witnessed discrimination?

References: Universal Declaration of Human Rights or 1965 Voting Rights Act, newspapers, magazines, books, radio /TV segments or documentaries, personal interview, legitimate online sources (not Wikipedia)

Does the essay identify how stereotypes affect society and how they damage human rights?

Identify how stereotypes affect society _____ (1 point)

Examples of how damage human rights _____ (1 point)

No examples _____ (0 point)

Analysis and evidence of identification _____ (0 null, 1 weak, 2 strong, 3 very strong)

Analysis and evidence of example _____ (0 null, 1 weak, 2 strong, 3 very strong)

Does the essay identify where students have seen prejudice or stereotypes and explained whether they were affected personally?

Identifies prejudice or stereotype _____ (1 point)

Explains whether affected _____ (1 point)

No ideas / suggestions _____ (0 point)

Analysis & evidence of prejudice or stereotype _____ (0 null, 1 weak, 2 strong, 3 very strong)

Analysis & evidence of whether affected _____ (0 null, 1 weak, 2 strong, 3 very strong)

Does the essay identify action(s) students can take regarding experienced or witnessed discrimination?

Identifies action(s) student can take _____ (2 point)

Explains whether affected _____ (1 point)

No ideas / suggestions _____ (0 point)

Analysis & evidence of prejudice or stereotype _____ (0 null, 1 weak, 2 strong, 3 very strong)

Use of Reference _____ (0 weak, 1 strong, 2 very strong)

Grammar, spelling _____ (0 weak, 1 strong, 2 very strong)

Overall coherence /organization _____ (0 weak, 2 strong, 4 very strong)

August 11, 2017 - Essay contest question mailed to principals.

September 20 HRIEC meeting – Commissioners discuss how to score essays. A subcommittee appointed to design a new rubric based upon the agreed upon criteria.

January 30, 2018 – essays due. Staff works with schools to collect.

January 30-February 20, 2018 – Essays are numbered and scanned. One set is redacted.

February 21, 2018 HRIEC meeting – Essays and rubric are distributed for first round of review. In 2017, Commissioners preferred a hard copy of the essays to review.

Depending upon number of essays, a subcommittee reviews and scores the essays. In the past the city has received as many as 320 essays. In more recent years, the number of essays has been in the low 100s.

By March 19, 2018 the subcommittee meets and selects the top 25 to 30 essays for the entire commission to score.

March 21, 2018 HRIEC meeting – top 25 to 30 essays distributed to the entire commission to review and score.

April 11, 2018 – Commissioners submit scores to staff. Staff will tabulate the scores

April 18, 2018 – Commissioners review scores and select top three essays and three or more essays to receive honorable mentions.

April 19-27, 2018 – Staff notify winners and their families, teachers and principals and invite to a city council meeting in May.

May date to be determined – Prefer early May to not conflict with end of school year activities.

List of Schools:

Central Park Elementary School
Edgerton School
Emmet D Williams Elementary
Falcon Heights Elementary School
Little Canada Elementary School
Parkview Center School
Roseville Area Middle School
King of Kings Lutheran School
St. Jerome School
St. John the Evangelist School
St. Odilia School
St. Rose of Lima School

Background

Youth Commissioner Appointment

At the August 14, 2017 meeting, the City Council received a recommendation from the HRIE Commission to appoint Acer Iverson to a Youth Commissioner term expiring July 31, 2018. As part of the discussion at the previous HRIEC meeting, the subcommittee that reviewed the applications recommended that the Commission have someone who could serve as a mentor to new youth members. The city staff liaison will meet with the new youth commissioner to give an overview and orientation of the commission's process, and procedures and bring them up to speed on current items that have been discussed prior to their first meeting. It is anticipated that the youth commissioner's first meeting will be in September. If the Commission is interested in identifying a mentor for the youth commissioner, that should be done at the August 16th meeting.

Follow up on Police Department Policy

At the previous HRIEC meeting, there was discussion regarding the Imagine Roseville public events in May, 2017. These discussions included a panel of individuals discussing information surrounding immigration, and details of what a separation ordinance entails. The second night was a small group discussion on these topics. During these discussions, the Roseville Police Chief indicated that the current practice of the Roseville Police Department was not to ask about immigration status when responding to calls. In part, based on feedback from these discussions, the Roseville Police Department is currently working on putting into written policy what their current practice is regarding immigration status. Once the draft policy has been reviewed and finalized, staff will forward a copy of it to the full commission.

Imagine Roseville Update

At the previous meeting, it was requested that an update be provided on the Imagine Roseville process, discussion and meetings. The planning group for Imagine Roseville met on August 1 to begin planning for the next event. The planning group will be meeting again on Tuesday, August 15 to further work out details of an event tentatively planned for this fall. Staff will provide a verbal update from that discussion at the commission meeting on the 16th.

Requested Action

Make a decision on if the commission would like to officially nominate someone to serve as a mentor for the incoming youth commissioner prior to the September meeting.

Background

The Human Rights, Inclusion and Engagement Commission will hold a special meeting on Tuesday, August 15, 2017, in order to have a facilitated discussion to develop a work plan for the remainder of 2017 and 2018. This special meeting will use the Institute of Cultural Affairs technique of facilitation called Technology of Participation. This meeting will be a different format than a regular commission meeting and will be facilitated by staff liaison, Rebecca Olson, who is trained in the facilitation technique.

The purpose of this 'Consensus Workshop' is to come up with clearly defined issues, areas or broad topics that the commission wants to focus on for the rest of 2017 and in 2018. The workshop is designed to get the commission thinking in broad terms that reflect the commission's purpose, objectives, duties and functions as outlined in ordinance (attached). Another special meeting/workshop will be held on August 24th to determine the specific tasks and timeline of the new work plan.

Staff will present a summary overview of the 'Consensus Workshop' and the outcomes from that meeting.

Requested Action

Informational purposes only.