

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **DRAFT – December 20, 2023 - DRAFT**
4
5

6 **Commissioners Present:** Richard James, Amanda Becker, Namit Bhalla, Elliot Francke,
7 Kathryn Macomber, David Tidball, and Lori-Anne Williams
8

9 **Commissioners Absent:** William Hill, and Jeena Gurung Vomhof (excused)
10

11 **Staff Present:** Rebecca Olson, Assistant City Manager
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14 **Call to Order/Roll Call**
15

16 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
17 order at 6:30 p.m.
18

19 **Receive Public Comment**
20

21 **Approve Minutes**
22

23 **a. November 15, 2023 Human Rights, Inclusion and Engagement Commission**
24

25 Chair James indicated he appreciated the abbreviated minutes rather than the verbatim minutes
26 because it helps him to see what was going on in the meeting.
27

28 The Commission concurred.
29

30 Commissioner Francke moved and Commissioner Williams seconded a motion to approve the
31 November 15, 2023 Human Rights, Inclusion and Engagement Commission meeting minutes as
32 presented. Motion passed unanimously.
33

34 **New Business**
35

36 **a. Adopt Commission Calendar for 2024**
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38 Assistant City Manager Olson indicated the Commission must set the meeting calendar for
39 the upcoming year. A recap of the proposed meeting schedule was given.
40

41 The Commission discussed the 2024 HRIEC calendar and asked questions of staff.
42

43 Commissioner Williams moved and Commissioner Macomber seconded a motion to approve the
44 2024 HRIEC calendar for 2024. Motion passed unanimously.
45

46 Commissioner Becker arrived at 6:35 p.m.

47 **b. 2024 Goal Setting**

48 Chair James explained the Commission is undertaking a process to better position itself to
49 revitalize and sustain its efforts.

50
51 Assistant City Manager Olson reviewed the November workshop and the 2024 goals with the
52 Commission. She indicated that this process was undertaken when the Council initiated the
53 request for each commission to review its scope. This was the perfect opportunity to start this
54 process because the commission’s scope lays the foundation for the work the commission is
55 doing. Then, with the work at the Consensus Workshop, the commission started to discuss
56 annual goals. At that meeting, the commission identified three topic areas. It was then
57 determined that the commission should put the “why” behind each topic area, which is truly
58 the goal. The three topic areas identified at the November Consensus Workshop were:

- 59 1. To develop a sustainable commission structure
- 60 2. Build awareness around HRIEC’s work and purpose
- 61 3. Gather community input

62
63 Assistant City Manager Olson stated that the commission will go through another process
64 which entails asking “Why” they want to do each of the topic areas. This will ultimately lead
65 to what the true goal is.

66
67 The outcome of what the commission should accomplish tonight is to determine the why
68 behind each topic area, decide which areas can be accomplished in 2024, and identify those
69 commissioners who will be working on each item.

70
71 **Definition of Inclusion and Engagement**

72 Chair James mentioned that at the last meeting, Commissioner Williams brought up
73 understanding the definition of inclusion and engagement. He indicated that before we start
74 these other things he would like to begin with “What does inclusion mean to you”?

75
76 Commissioner Williams stated that what she doesn’t understand is, in the context of this
77 commission, what the City Council asking of this commission? What do they mean by
78 inclusion? What do they mean by engagement? She stated that we can define it all we want,
79 but it doesn’t mean it follows what the City Council is looking for.

80
81 Chair James stated that the commission could come up with a clear consensus among
82 themselves, and go to the city council and let them know they discussed these topics and
83 provides background. This can be something the commission discusses with Council at the
84 joint meeting in January.

85
86 Commissioner Francke indicated that he got a sense of what inclusion meant when he
87 attended the council meeting. His sense was that it included residents, citizens and
88 organizations across a diverse spectrum. He offered the following definition of inclusion:
89 “Our actions and activities need to apply as much as possible across diverse communities,
90 citizenry, and organizations within the City of Roseville or affected by the City of Roseville.”
91

92 Commissioner Tidball stated that in the commission’s scope that they updated, one of the
93 items listed was Ambassador. If you think about what an Ambassador does in the
94 international sense, the Ambassador is there to represent an official organization, to explain
95 it, and to interpret it. They are also there to communicate with that organization, what is
96 going on out there in whatever territory the ambassador is assigned to. For the commission
97 that would mean knowing as much as they can about the community, so when the City is
98 thinking of implementing policies or programs we can have input what has been left out. On
99 the flip side, it is taking what the Council has done and making sure it out there in the
100 community to make sure they have someone to talk to about what it means to them. Inclusion
101 would cover as much as we could get our hands around.

102
103 Chair James suggested that he, Assistant City Manager Olson and Commissioner Becker will
104 go over this and send it out to the commission in January. He then asked the commission how
105 they see the definition of engagement.

106
107 Commissioner Francke offered that Commissioner Tidball suggested the definition is the
108 three “A’s” – Advisor, Ambassador and Advocate.

109
110 Commissioner Tidball stated that he is trying to think of this from the Council’s perspective
111 and part of that is ensuring that the community has avenues to be engaged with the city, with
112 programs, to make sure that their lives mesh with city policies in a productive manner.
113 Commissioner Tidball felt that part of what the City Council wanted from this commission
114 was to make sure that the HRIEC was looking out for the avenues of engagement for citizens
115 with the city to make sure they are open and available.

116
117 Assistant City Manager Olson stated that this was a good segue to their discussion on goals.

118
119 Commissioner Macomber mentioned that the HRIEC is not the only avenue for people to
120 engage with the city. It is important that there is internal coordination with the city also.

121
122 Commission Becker stated it is important to wrap our heads around our intentions and the
123 reason she joined the commission and probably why a lot of people are on it, is that it is a
124 very relational commission. Our work is about relationships and connecting people. It is
125 important to distinguish ourselves from other commissions. What is it that motivates us to go
126 to events and get to know our community. There is a great value in relationship building. If
127 we are focusing on educating then we are focusing more on civic engagement or is it about
128 that we want to know our community. How do we build from that year-to-year? If a young
129 person asks me why I am on the HRIEC, it isn’t because I have a human rights background,
130 it is because I care about people and cities are build on relationships. Our mission is to learn
131 how to build relationships because that is a foundation for why issues matter – because we
132 matter to each other.

133
134 **2024 Goals**

135 Chair James began the discussion on the three topic areas, starting with ‘Developing a
136 sustainable commission structure’. He stated that the calendar with the monthly topics is a

137 basic structure that can serve as a plan for the year. In addition, we also need to talk about
138 how to make sure the new people and current people understand what the commission does.
139 He asked what the commission sees as the basic “why” of having a sustainable commission
140 structure.

141
142 Commissioner Williams stated that if the commission is going to get the work done, it has to
143 be with a commission that understands the whys and has been oriented to the work of the
144 commission.

145
146 Commissioner Macomber indicated that she and Chair James have been on the commission
147 for many years and it has felt like they have done this type of work for years and never got
148 out of the hamster wheel.

149
150 Commissioner Williams stated that the expectations for subcommittees needs to be laid out.

151
152 Commissioner Francke stated that everything needs to be more concrete.

153
154 Commissioner Williams offered that the “why” as written was good. The commission agreed.

155
156 Assistant City Manager suggested the following language “Ensure commissioners have
157 positive experiences, understand the why behind the work of the commission, ensure
158 continuity of work across various commissioner terms, and ensure adequate resources and
159 time are devoted to other commission goals.”

160
161 Commissioner Becker suggested that her statement about relationships could stand as a value
162 statement. Commissioner Francke stated that it is a vision. She mentioned that many of the
163 goals could fall under this umbrella statement. For example: Because we value connections
164 and relationships and believe they are a foundation of community...we will develop a
165 sustainable commission structure.

166
167 Chair James introduced the next topic area of ‘Gather Community Input’. Commissioner
168 Williams stated that this whole topic area makes her ask “why”. She said that gathering
169 community input is great and important, but to what purpose or end. This is not clear to her
170 yet. Just gathering community input, none of the commissioners are skilled facilitators. It
171 seems really big.

172
173 Commissioner Macomber said that there is a second component to gathering input that is a
174 response is expected. Commissioner Williams agreed and stated that if the commission
175 doesn’t have a definition of what kind of community input they are gathering, you are going
176 to get input on a variety of topics and will all expect follow through.

177
178 Assistant City Manager Olson suggested that as part of the calendar schedule and the piece
179 that has been missing is the coordination with staff. Staff could leverage this commission to
180 help advance the Council’s priority. By meeting with staff in January or February some
181 events, or tasks can be identified that can assist with advancing those priorities.

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Commissioner Williams stated that she loves the idea that staff and council would come to the commission with ideas, but she wonders if this is the commission best suited for gathering input since none of them are trained facilitators. It depends on what we are asked to do, whether they are the best group to do the engagement.

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Commissioner Francke said that the commissioners could go out with staff. He stated you need a general statement as proposed “To gather input and share city council appropriated resources that address the needs and concerns of our diverse groups across the community”.

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Commissioner Tidball said that if we major in simply building relationships, it means that this year if we decide we want to make sure we build relationships with seniors, it means we show up at things they do and keep our eyes and ears open. Then when there are issues that come up and we have developed relationships, we can leverage those relationships to connect them to other avenues of engagement.

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Assistant City Manager Olson stated that relationships are very valuable to the city. She mentioned that Commissioner Becker hit it right on the head when she said relationships are the foundation of community. What we do at the city is intended to help support and build our community.

203

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207

Chair James said that it is important that every time they go out, they have to be clear on why they are doing it. He summarized the basic “why” of gather community input is centered around building relationships with the community to gain insights and formulate suggestions and showing up.

208

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210

Assistant City Manager Olson clarified that the updated goal would be to “Build relationships within the community with guidance from staff and council”.

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Chair James asked if topic area 3 – Build Awareness of HRIEC work and purpose, was appropriate for this upcoming year. The commission could include these as part of what they include when they are out in the community.

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Commissioner Tidball offered that the commission has a lot to do with the first two goals, but this shouldn’t be lost. If the commission does a good job with the first two, it should become fairly obvious what we can do for this goal. It could be important for the commission to have an organized way to inform people in Roseville that there is a group that exists and does this work.

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Commissioner Macomber said she thinks of this as leveraging the resources within the city. What could the commission provide Corey (Yunke) with that he could make an interesting brief article or sidebar in the city newsletter with?

225

226

Assistant City Manager Olson stated that through the work the commission is currently doing in identifying the why behind the work they do, that naturally as they are out at events, it will

227 raise awareness. Commissioners will be able to articulate why they are there and what they
228 are doing.

229
230 Commissioner Bhalla stated that one thing he thinks is really important, and they are still
231 forming the answer, is the big why. What can an HRIEC Commissioner do that a non-
232 commissioner can't? How does becoming a commissioner help, or how are we different? The
233 big why, as he likes to think of it as a vision, every organization needs to have a vision. We
234 need to get that one big goal that excites us, that can excite new commissioners that come in
235 to be a part of it. The part that excited him as he was reading through it was the why on topic
236 area 3.

237
238 Assistant City Manager Olson stated that from a staff perspective, the reason building
239 relationships is so important is that commissioners have a direct line to staff and council who
240 can make changes. The information that you are gaining, and the things you learn through
241 those relationships can be shared with those who have the ability to affect change for the
242 community.

243
244 Commissioner Francke stated that we are here because we can connect to all the resources of
245 the city and can help bring them to bear when an issue arises. And we need to have those
246 relationships in order to do anything.

247
248 Commissioner Macomber stated the commission is the conduit to the decision makers.

249
250 Commissioner Bhalla stated that previously the commission had discussed having some type
251 of card that can be given out that lists various resources and a QR code will bring in this
252 topic area goal. Chair James stated that it has been recommended that the commission wait
253 until the scope has been approved by Council.

254
255 Chair James clarified that the commission will have two goals for 2024, but the last topic
256 area will be incorporated into some of the work, but will not be a stand-alone goal.

257
258 Commissioner Becker stated that the idea was to have working groups for the two goals
259 and within those working groups will be sub-goals that we can measure. We should be able
260 to measure successes and challenges in 6 months. Each commissioner should email Assistant
261 City Manager Olson or Chair James to indicate which working group they are interested in.

262
263 Assistant City Manager stated that the topic of the January meeting will be how to create an
264 action plan so that it can be standardized. Tonight, the request is to identify who wants to be
265 on each group.

266
267 Chair James mentioned that as we form these groups we also need to be cognizant of open
268 meeting laws and he would participate in both groups so there is continuity between the two
269 groups.

270
271

272 **Other Business**

273 **a. Staff Updates**

274 Assistant City Manager Olson reported on the following:

- 275 • Commission Scope and Duties with Council
- 276 • Envision Roseville Final Report
- 277 • Equity and Inclusion Manager Hiring Process

278

279 **Adjournment**

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281 Chair James adjourned the meeting at 8:09 p.m.

282

283 Respectfully submitted,

284

285 Rebecca Olson

286 *Assistant City Manager*