

1 **Human Rights, Inclusion and Engagement Commission**
2 **Meeting Minutes**
3 **JUNE 25, 2020**
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6 **Commissioners Present:** Cat Beltmann, Keith Allen, Monica Bolinger, Etienne Djevi,
7 Richard James, Grace Lee, Kathryn Macomber, and Lauren
8 Peterson
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10 **Youth Commissioners:** Beverly Yiling Xie
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12 **Commissioners Absent:** Ahmed Hassan
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14 **Staff Present:** Rebecca Olson, Assistant City Manager
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16 **Call to Order/Roll Call**
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18 The Human Rights, Inclusion, and Engagement Commission (HRIEC) meeting was called to
19 order at 5:00 p.m.
20

21 **Approve Agenda**
22

23 Commissioner Peterson moved and Commissioner Lee seconded a motion to approve the
24 Agenda as presented. Motion passed unanimously.
25

26 **Public Comment on Items Not on Agenda**
27

28 **Approve Minutes**
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30 **New Business**
31

32 **a. Commission Workplan Discussion**

33 Chair Beltmann provided a recap of the Workplan.
34

35 Commissioner Djevi thought everything looked good in the workplan. He thought
36 most of the time spent will be on how to get to what needs to be done.
37

38 Commissioner James thought some of the items will be coming off the workplan
39 because the items will not be happening and because the Commission is not meeting
40 physically he thought the display cases should also be put on the back burner as well.
41

42 Chair Beltmann thought a note could be made that certain pieces would not be done
43 due to COVID-19. She thought those two items, Rose Parade and the Proclamation
44 Display Case could be moved to the bottom of the workplan indicating there was
45 intention of working on them and may get worked on in 2021.
46

47 Commissioner Allen thought it was good to note that those items were a focus of the
48 plan and noted at the bottom of the workplan, but he did not think those items should
49 be worked on.

50
51 Chair Beltmann asked if there were any updates from City Staff or other
52 Commissions on what is happening or not that the Commission should be aware of in
53 regard to integrating proclamations into existing program plans and advising city
54 departments and commissions on proposed activities or events as it relates to
55 engagement, diversity, and inclusions.

56
57 Ms. Olson noted the Park and Rec Department is looking at events that could be
58 outdoors such as drive-in movies as well as some music events that could happen
59 later in the summer. Everything is week by week at this point.

60
61 Commissioner Lee asked how the Commission will be informed of potential events to
62 be able to tell Parks and Rec how they might be able to integrate the proclamation.
63 She wondered if some sort of procedure should be set up to inform the HRIEC of
64 upcoming events before too much planning happens.

65
66 Ms. Olson updated the Commission on some of the work the GARE team has been
67 discussing the last couple of weeks.

68
69 Commissioner Lee asked if the city is going to interview possible hires by not
70 knowing the name or gender and if the city is trying to diversify the employees that
71 are hired, how will the city know what gender or race is in the hiring pool to hire the
72 right person for that position. She thought blind recruiting is not necessarily going to
73 help with diversification.

74
75 Ms. Olson thought that was an excellent point. The way the city tries to get to that is
76 what can the person bring to the organization that is currently missing. She did not
77 have specifics on that but the city really tries to look at value add instead of best fit
78 when it comes to applicants because she thought that sometimes when those terms are
79 used, best fit, can be seen as meaning “status quo”, so when staff identifies what the
80 needs are or what the qualifications or skill sets are being looked for, it is done prior
81 to actually posting the job for a position opening. Staff really tries to get to what is
82 being looked at for in a candidate prior to posting the job.

83
84 Chair Beltmann indicated there have been a lot of studies around discriminatory
85 hiring practices and bias that are brought in and that doing some of that blind
86 screening can be helpful in eliminating those biases.

87
88 Commissioner James wondered if in the application language there an interpretive
89 statement could be added to make it more accessible to everyone and not so off
90 putting.

91

92 Commissioner Lee explained as she looked at the Strategic Racial Equity Action plan
93 on the website, it has outcomes and actions. On the one document that has the
94 progress report, it has dates and what the progress was. She wondered if whatever
95 group worked on it there could be more specific dates by when particular things
96 should be accomplished. If not, she thought it was hard to get particular things done
97 by a particular date if there is no set deadline.

98
99 Ms. Olson explained the one plan that is online probably needs some updating and is
100 also one of the things the GARE workgroup is looking at. This was done over a year
101 ago and probably does need some updating. There should be some specific timelines
102 and metrics and she will bring it back to the GARE group to work on.

103
104 Commissioner Djevi asked in terms of hiring practices, is there any plan to have a
105 feedback loop where staff goes back and reviews what has been done over the last six
106 or twelve months to see if the goals have been met so strategies can be adjusted to
107 trying to meet those goals. If that has not been put in place he thought it should
108 because it would be helpful.

109
110 Ms. Olson explained that is something that has been talked about. GARE is still in
111 the beginning stages of gathering data for a lot of what is being done. One of the
112 things that GARE needs to do is put those metrics, those goals in place and it has not
113 been done. Those are things that GARE is hoping to work on. GARE has started to
114 collect data on applicants but that needs to continue. Putting in some of the processes
115 and procedures that are needed to be done in order to be able to do the follow up are
116 things that need to be the main focus before changes can be made.

117
118 Commissioner Djevi thought that goals should be the first step and then strategies
119 could be put in place to reach the goals.

120
121 Ms. Olson agreed. She explained maybe a thought would be for staff to identify
122 goals and bring it to the Commission for discussion and might be a way to get to that.

123
124 Chair Beltmann indicated the Commission has talked about moving the Rosefest
125 Parade and the Display Cases off the workplan. The Community Engagement
126 Toolkit is almost done and will be on the July meeting. Following up on one of the
127 recommendations she made at the last meeting, she thought the Commission should
128 bring to the city Council the idea of seriously considering hiring a consultant that
129 works in the space of racial equity who could help to continue to advise on this work
130 moving forward.

131
132 Chair Beltmann explained the next item for discussion is Community Outreach. She
133 asked Commission Djevi for an update.

134
135 Commissioner Djevi indicated nothing has been done since February and currently.
136 He thought the documented study in the package is from February. What he did back

137 in February was talk to people and look on the city website to see what has already
138 been done and see how the Commission can use the process that is already in place to
139 be more inclusive. Diversifying the targets that the city tries to reach on the things
140 that have already been done. The Commission could also try to come up with new
141 programs that have not been done before like the proclamations and activities being
142 linked to them. He noted there is nothing really new as far as outreach.

143
144 Chair Beltmann wondered if this is an area that could be updated between now and
145 the July meeting. Maybe more accurately reflect what the Commission might want to
146 accomplish this year in the realm of community outreach.

147
148 Commissioner Djevi indicated he will work on that.

149
150 Youth Commissioner Xie asked for the events are there any high school/School
151 District engagement events.

152
153 Commissioner Djevi explained in the agenda package there are a number of things
154 listed. He referenced the area in the packet to review. He explained the big vision
155 will be to come up concrete activities to put together to meet that goal. The goal is to
156 create an environment where young kids, not only talking about human rights but also
157 foster friendship because he believed where people get in trouble is with
158 misunderstanding. If people can know each other a little better and know people
159 from different backgrounds then everyone will be in a much better place. He thought
160 it is the Commissions role to come up with strategies to foster that kind of
161 environment.

162
163 Chair Beltmann thought the question Commissioner Xie brought up is an area where
164 as a Youth Commissioner she could look for suggestions or ideas to bring to the
165 Commission.

166
167 Youth Commissioner Xie indicated she did email Ms. Olson a couple of days ago, but
168 she needs to think of more ideas because the city is not interacting with people.

169
170 Commissioner James thought it would be worthwhile for them to put on as an agenda
171 item brainstorming ways of doing community outreach, including the high school at a
172 future meeting.

173
174 Commissioner Djevi thought that was the point he was trying to make and should not
175 be only up to Youth Commissioner Xie, but all the Commissioners should try to come
176 up with ideas.

177
178 Commissioner Lee thought some other things the Commission should be thinking
179 about in regard to community engagement is not just activities but how people can
180 engage and how the city can make online activities or other things more accessible to
181 the residents.

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Commissioner Peterson explained previously the Commission has partnered with the Human Rights Club at the high school and additionally the Commission has done a summer book reading. She thought the Commission will need to get creative with ideas because of COVID but there have been things that have been done in the past that the Commission can build upon.

Youth Commissioner Xie indicated Commissioner Lee had a good point about how the city can make it more accessible.

Chair Beltmann recommended the Commission start doing is spending time at the meetings and coming up with concrete recommendations for the city and city Council to consider. Such as free computer use at the libraries. She thought if the Commission can use the resources that are available and work on bringing forward very specific, concrete recommendations and think about how those get fed up to city Council, she thought that is a piece that has been missing from the workplan. She noted the Commission talks about activities that each Commissioner wants to work on or take on, but the Commission has not really spent the time developing those recommendations that would have an impact.

Commissioner James asked if the Commission wants to partner with Do Good Roseville. Is that an organization that the Commission should work with or something that the Commission should not be doing.

Chair Beltmann noted the Commission has partnered with Do Good Roseville at different times on activities.

Commissioner Peterson explained previously she has worked with Do Good Roseville to get the pilot program for Human Sex Trafficking up and running but the city Council does not want the Commission to necessarily partner one hundred percent with them.

Chair Beltmann explained when she thinks about community outreach and what has been talked about for about a year is developing a community contact list with key institutions and businesses. She thought having a contact list would help the Commission get an understanding of what entities are out in the community. She also thought it would help the Commission perform its work.

Commissioner Djevi agreed. Not only the community contact list but also the actual community. Reaching out to the people that the Commission wants to engage with would be the first step in trying to get them engaged.

Commissioner Peterson wondered who is working on the contact list and since she is not doing the Rosefest Parade, she would open herself up to the community outreach and work with Commissioner Djevi on what he needs done.

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Chair Beltmann indicated she did not know if anyone was working on the contact list but Commissioner Djevi is in charge of that.

Ms. Olson noted she started a spreadsheet with organization and foundations. She indicated she could forward that to the Commission.

Commissioner Allen felt the list should be ongoing so wondered if it could be put in a shareable location where Commissioners could add to it.

Commissioner Lee thought within the last year she has added to a Google doc and thought she shared it. She knew a list existed but would need to find it again.

Ms. Olson indicated the list would be on the “G” drive and noted she would send out a link to the Commissioners.

Chair Beltmann indicated the other piece of the workplan to touch on is advising staff, review recruitment and onboarding processes. She thought staff did need training on recruitment, interviewing and onboarding processes. She thought integrating proclamations into existing programs was more advisory. She asked for some feedback on the three pieces.

Ms. Olson explained one thing that is really important with these ideas is to time it appropriately so there is enough time to put it into the budget request.

Commissioner Djevi wondered if there would be any way to put money aside in the budget so that if activities come up later in the year there is some money that could be allocated towards the activity.

Ms. Olson indicated the Commission has a small budget for things similar to what Commissioner Djevi suggested but she thought it would be a good idea from the group on how much would be appropriate to set aside so it is sufficient. It is absolutely something that the city could propose to the city Council.

Chair Beltmann thought the Commission could be proactive on inviting people and groups to the meetings in the fall in order to get feedback on potential workplans that may need funding.

Commissioner Allen indicated there were a lot of city events planned for this year that did not happen, is the budget part of this a spend it down or lose it or will it be able to carry over to the next fiscal year.

Ms. Olson indicated the city has implemented a Cash Carryforward Account. She explained how the account works. She noted it is not a use it or lose it but may be swept into the reserve fund.

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Commissioner Allen understood and thought with a lot being said, he was starting to believe that the Commission’s primary role is to make sure the city is doing what it can to respond to the equity and the work that the Commission was tasked to do and not for the Commission to actually do it but to make sure the city is doing it and to how the Commission can support the city in doing it well. If there is a position that the city is looking for, how can the Commission make sure that as this budget goes forward, that the city has this position to support communities.

Chair Beltmann thought Commissioner Allen was spot on in regard to how the Commission is supposed to be a support for the city and its efforts.

Commissioner James asked if there was something the Commission could do today to support the hiring of a specialist in racial equality such as a motion of support.

Ms. Olson reviewed the city process with the Commission for hiring of a new position. She noted the Commission could make a motion and she would bring that forward.

Commissioner Djevi thought if each department were making a budget proposal to the city Council is there any way for a department to have a budget that lists some money directed toward engagement and would be included in its own budget.

Ms. Olson explained that is something the Commission could ask the City Manager to include in his recommended budget. Given this discussion around the budget, the Commission might want to have a broader discussion on how recommendations are made for the city budget as it relates to equity and inclusion. This might be something that this Commission can take a look at how the priorities surrounding community engagement and inclusion are reflected in the budget.

Commissioner James thought that made a lot of sense to have a separate conversation on a future agenda.

Chair Beltmann indicated one things not discussed yet is the newsletter and the racial equity section and thought that is something the Commission could think about how that can be used and what opportunities there might be with that column to discuss in July as well.

Youth Commissioner Xie asked if she had a role in the workplan. She noted she is happy to do work where needed.

Chair Beltmann thought that was a good question and an oversight on the Commission’s part. There is not a specific area in the workplan that represents the work the Youth Commissioner does for the Commission. She wondered if going into the July meeting, some of the ideas that Commissioner Xie emailed to Ms. Olson and

317 some other ideas could be put together for the July meeting to be added to the
318 workplan.

319
320 Commissioner Lee indicated she was also not on the workplan because she wanted to
321 be included in the last workplan section that the Council did not approve. From her
322 brief review of what is in the GARE Strategic Action Plan, GARE is working on that
323 kind of stuff so she would like to make a motion that the Commission have a HRIEC
324 member on the GARE committee and she would like to volunteer to be that person to
325 help.

326
327 Chair Beltmann thought the Commission could do some work between now and the
328 next meeting to figure out what the possibilities might be and then bring that forward
329 as a next step. She reviewed the steps going forward will be.

330
331 Ms. Olson noted the GARE group is not an official committee of any sort and is
332 really a group of individuals from each department that volunteers to go through the
333 training that has decided this is something the person wants to work on. There is no
334 committee structure.

335
336 Commissioner Bolinger thought it might be helpful for them to have Commissioners
337 come up with ideas and send to Ms. Olson for the July meeting so more can get
338 accomplished.

339
340 Chair Beltmann agreed.

341
342 Commissioner James thought the Commission needed to look at the idea of the Police
343 Department in Roseville because the Commission involved with the Police
344 Department is only there for hiring and nothing else and he did not know what kind of
345 oversight really happens there. All of the reports that he has found online indicate
346 that everything is done internally, and nothing is done externally as far as the
347 Commission. If there is no other oversight, he thought this Commission should look
348 at this within the next year, especially in regard to what is going on elsewhere in other
349 communities and throughout the Country. He thought the Commission should start
350 looking at that and have some say in and making recommendations to the city
351 Council.

352
353 Chair Beltmann recommended the Commissioners update their sections of the
354 workplan for the next meeting. She would also like the Commissioners to think about
355 and spend some time reflecting on activities the city could undertake to help further
356 the work being done in the area of equity and inclusion.

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358 **Other New Business or Reports**

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360 **Announcements**

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362 **Future Agenda Items**

363 **a.** Continue Workplan discussion

364 **b.** Budget discussion and priorities including engagement and inclusion

365 **c.** Essay Contest Debrief and upcoming Essay Contest preparation

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367 **Adjournment**

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369 Chair Beltmann adjourned the meeting at 6:35 p.m.

370

371 Respectfully submitted,

372

373 Sue Osbeck

374 *TimeSaver Off Site Secretarial, Inc.*