

**Agenda**  
**Human Rights and Relations Commission**  
**City Of Edina, Minnesota**  
**Public Works Multi-Purpose Room**

**Tuesday, July 26, 2022**  
**7:00 PM**

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
  - A. Minutes: Human Rights & Relations Commission June 28, 2022
- V. Special Recognitions And Presentations
  - A. Introduce City Management Fellow Gillian Straub
  - B. Quarterly Update with Police Chief

VI. Community Comment

*During "Community Comment," the Board/Commission will invite residents to share relevant issues or concerns. Individuals must limit their comments to three minutes. The Chair may limit the number of speakers on the same issue in the interest of time and topic. Generally speaking, items that are elsewhere on tonight's agenda may not be addressed during Community Comment. Individuals should not expect the Chair or Board/Commission Members to respond to their comments tonight. Instead, the Board/Commission might refer the matter to staff for consideration at a future meeting.*

VII. Reports/Recommendations

- A. 2022 Human Rights & Relations Commission Work Plan Update
- B. 2023 HRRC Work Plan Development

VIII. Chair And Member Comments

IX. Staff Comments

X. Adjournment

The City of Edina wants all residents to be comfortable being part of the public process. If you need assistance in the way of hearing amplification, an interpreter, large-print documents or something else, please call 952-927-8861 72 hours in advance of the meeting.



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** July 26, 2022

**Agenda Item #:** IV.A.

**To:** Human Rights and Relations Commission

**Item Type:**

**From:** Jennifer Garske, Executive Assistant

**Item Activity:**

**Subject:** Minutes: Human Rights & Relations Commission  
June 28, 2022

Action

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### **ACTION REQUESTED:**

Approve minutes from June 28, 2022, HRRC meeting.

### **INTRODUCTION:**

Draft minutes will be added to the agenda packet Tuesday morning, July 26.

### **ATTACHMENTS:**

Minutes: HRRC June 28, 2022, Meeting



Minutes  
City of Edina, Minnesota  
Human Rights & Relations Commission

Edina Public Works Building, Multi-Purpose Room  
June 28, 2022, 7 p.m.

**I. Call To Order**

Chair Epstein called the meeting to order at 7:05 p.m.

**II. Roll Call**

Answering Roll Call: Chair Epstein, Commissioners Bennett, Guadarrama, Pastrana, Segall and Stringer Moore

Staff Present: Heidi Lee, Race & Equity Manager

Absent: Commissioners Felton, Ismail and Missaghi; Student Commissioners Lichtenberger and Mirza

**III. Approval of Meeting Agenda**

**Motion by Segall to approve the June 28, 2022, meeting agenda, seconded by Commissioner Pastrana. Motion carried.**

Commissioner Missaghi arrived at 7:05 p.m.

**IV. Approval of Meeting Minutes**

**Motion by Commissioner Bennett to approve the May 24, 2022, meeting minutes, seconded by Commissioner Stringer Moore. Motion carried.**

**V. Reports & Recommendations**

Commissioner Stringer Moore left at 7:13 p.m.

**A. 2022 Human Rights & Relations Commission Work Plan Update**

- The Commission discussed the Work Plan with the following updates:
  - Initiative #1: Coordinate Sharing Values, Sharing Communities Event
    - Commissioner Bennett shared that the event will be focused on strategies for stopping racism and they are talking with a possible facilitator/MC who also offers assistance in event planning.
  - Initiative #2: Coordinate Days of Remembrance to be held in alignment with the United States 2022 commemoration date
    - Chair Epstein shared that this is complete, and the 2023 event will be discussed in the next agenda item.

- Initiative #3: Respond to bias events as described by the Bias Event Plan and receive updates from the Police Department quarterly
  - Chair Epstein reported that the Police Chief and the Community Engagement Officer will present at the August HRRC meeting. No new bias events have been reported to the HRRC.
- Initiative #4: Tom Oye Award
  - Staff Liaison Lee shared information from the Communications Department about materials needed for the initiative, and what the subgroup will be responsible for, as well as the timeline.
- Initiative #5: Study and report on City facility naming policy/criteria
  - Commissioner Bennett shared that the subgroup is ready to move to the writing phase, with a goal of having a draft report ready for review in September or October.
- Initiative #6: Following completion of the staff development of internal process, assist staff with the promotion of City's Form to Report Bias or Discrimination
  - Staff Liaison Lee shared that staff is still researching technology options for residents and discussed timeline for sharing options with HRRC.

## **B. 2023 HRRC Work Plan Development**

- The Commission discussed ideas for the 2023 HRRC Work Plan including annual events, items the carry over and new items.
  - Days of Remembrance, Tom Oye Award, Sharing Values, Sharing Communities, and bias event/Police Chief updates were all suggested to be included on the next work plan by the Commission.
    - Staff Liaison Lee shared that HRRC would need to have a revised resolution from the City Council if they wanted the Days of Remembrance event to move away from specifically Holocaust remembrance. This would need to go to Council around January 2023.
  - Chair Epstein shared Sustainability Manager Grace Hancock's memo about including Climate Action Plan items on Commission Work Plans. Commission discussed collaborating with other Commissions on some of the items. Commission indicated they would like to focus on food insecurity/community gardens in a work plan item.
  - The Commission discussed adding affordable housing to the 2023 Work Plan. Staff Liaison Lee shared that the Planning Commission is working on items with Affordable Housing Development Manager Stephanie Hawkinson and Community Development Coordinator Addison Lewis. Commission discussed making the topic of the 2023 Sharing Values, Sharing Communities initiative affordable housing, or as an alternative, diversity in the community as revealed by the results of the 2020 Census.
  - The Commission discussed developing metrics and objectives on policing, and the need for more data to be collected and analyzed, as well as more oversight of and feedback to the Police Department from the community.

- The Commission suggested items that are on the 2022 HRRC Work Plan parking lot should be included on the 2023 Work Plan parking lot.
- Chair Epstein and Staff Liaison Lee reminded the Commission that the number of work plan items is dependent on time and capacity of Commissioner members to work on each initiative.

**C. Request to Support Petition to Edina School Board**

- The Commission discussed action as individuals vs. as a Commission in supporting a petition the Commission was asked to sign regarding incidents at Edina High School. The group also discussed what action the City Council took after receiving the Advisory Communication from the HRRC asking the City to adopt a resolution to condemn xenophobia, antisemitism, anti-Asian bigotry, and racism in all forms in our community. The Commission discussed sending the Advisory Communication back to Council for consideration and attending the meeting where it may be discussed. Commission members also discussed contacting Council Members to encourage them to pass the resolution and Staff Liaison Lee shared what options for communication with Council are available, as a Commission and as residents. Tying this topic to the Stop the Hate event was also suggested.

**VI. Chair and Member Comments**

- Received.

**VII. Staff Comments**

- Received.

**VIII. Adjournment**

**Motion by Commissioner Segall to adjourn the meeting, seconded by Commissioner Pastrana. Motion carried.**

**Meeting adjourned at 9:03 p.m.**



## CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

[www.edinamn.gov](http://www.edinamn.gov)

**Date:** July 26, 2022

**Agenda Item #:** V.A.

**To:** Human Rights and Relations Commission

**Item Type:**

**From:** Heidi Lee, Race & Equity Manager

**Item Activity:**

**Subject:** Introduce City Management Fellow Gillian Straub

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### ACTION REQUESTED:

None.

### INTRODUCTION:

Staff Liaison Heidi Lee will introduce new City Management Fellow Gillian Straub, who will be staff support for the HRRC.



## CITY OF EDINA

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**Date:** July 26, 2022

**Agenda Item #:** V.B.

**To:** Human Rights and Relations Commission

**Item Type:**

**From:** Heidi Lee, Race & Equity Manager

**Item Activity:**

**Subject:** Quarterly Update with Police Chief

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### **ACTION REQUESTED:**

None.

### **INTRODUCTION:**

Police Chief Todd Milburn will share a quarterly update with the Commission and introduce Community Engagement Officer Emily Jepson.



## CITY OF EDINA

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**Date:** July 26, 2022

**Agenda Item #:** VII.A.

**To:** Human Rights and Relations Commission

**Item Type:**

**From:** Heidi Lee, Race & Equity Manager

**Item Activity:**

**Subject:** 2022 Human Rights & Relations Commission Work  
Plan Update

Discussion, Information

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### ACTION REQUESTED:

None.

### INTRODUCTION:

The Commission will discuss initiative updates for the 2022 workplan.

### ATTACHMENTS:

2022 HRRC Work Plan Updated

Stop the Hate Speaker

Subcommittee Recommendation to HRRC-Stop the Hate



## Commission: Human Rights and Relations Commission

### 2022 Annual Work Plan Proposal

<b>Initiative # 1</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Coordinate Sharing Values, Sharing Communities Event. Determine topic at least four months in advance of the scheduled event	<b>Deliverable</b> Event	<b>Leads</b> Bennett, Guadarrama, Ismail, Segall, Mirza	<b>Target Completion Date</b> October 2022
<b>Budget Required: (Completed by staff):</b> There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
<b>Staff Support Required (Completed by staff):</b> 10 hours for Staff Liaison in 2021, 10 hours for Communications Staff in 2020 for Community Conversation			
4.22.22: Committee has started generating ideas and speakers for the event.			
5.24.22: Date for event, location, and title has been selected. October 2 at City Hall, "How to Stop the Hate"			

<b>Initiative # 2</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Coordinate Days of Remembrance to be held in alignment with the United States 2022 commemoration date.	<b>Deliverable</b> Event and/or Action	<b>Leads</b> Stringer-Moore, Epstein, Lichtenberger, Mirza	<b>Target Completion Date</b> April/May 2022
<b>Budget Required: (Completed by staff)</b> There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
<b>Staff Support Required (Completed by staff):</b> Hours by Staff liaison: 20 Communications / marketing support: 10			
2.18.22: Tentative dates of 4.24 or 5.1 have been decided and City Hall has been reserved. Sub-committee will meet on 2.19 to plan.			
3.18.22: Committee looking for speakers and date of event will be determined when a speaker is decided on.			
3.22.22: HRRC approved format to historical context, student panelist, restorative practices, and listen to stories of Holocaust survivors.			
4.22.22: 2022 Days of Remembrance event will be held virtually on Sunday, May 22 at 2pm with Eva Moreimi as the guest speaker. Marketing and press release are being worked on.			
5.24.22: Days of Remembrance event held on May 22. <b>COMPLETED</b>			

<b>Initiative # 3</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Respond to Bias events as described by the Bias Event Plan and receive updates from the Police Department Quarterly.	<b>Deliverable</b> Continue Bias events response plan and track how many times the plan is initiated	<b>Leads</b> <b>Epstein, Guadarrama, Ismail, Missaghi</b>	<b>Target Completion Date</b> December 2022
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> Hours by Staff liaison: 10			
<b>2.18.22:</b> Police Chief will provide updates on February, April, July and October meetings.			
<b>4.22.22:</b> Updates from Police Department and Q &A on department work plan items have taken place in February and April.			

<b>Initiative # 4</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input checked="" type="checkbox"/> 4 (Review & Decide)		
Tom Oye Award: Coordinate and select one recipient for the 2022 Tom Oye Award.	<b>Deliverable</b> Planning and awarding of Tom Oye Award	<b>Leads</b> <b>Felton, Mirza, Pastrana</b>	<b>Target Completion Date</b> December 2022
<b>Budget Required: (Completed by staff)</b> There is funding available for outside marketing opportunities such as ad paid in printed media and social media.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>4.22.22:</b> Planning for Tom Oye Award will start in August.			

<b>Initiative # 5</b>	<b>Initiative Type</b> <input checked="" type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input checked="" type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
<b>Initiative Title</b> Study and report on a City facility naming policy/criteria	<b>Deliverable</b> Report to Council	<b>Leads</b> <b>Bennett, Stringer</b> <b>Moore, Segall, Mirza.</b> Litchenberger	<b>Target Completion Date</b> December 2022
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>3.22.22:</b> Committee has started research and will be meeting to discuss findings.			
<b>6.28.22:</b> Committee continues to meet and will start writing study results and report to Council.			

<b>Initiative # 6</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input checked="" type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Following completion of staff development of internal process, assist staff with the promotion of city Form to Report Bias or Discrimination.	<b>Deliverable</b> Feedback and support to staff.	<b>Leads:</b> <b>Felton, Pastrana,</b> Missaghi	<b>Target Completion Date</b> December 2022
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b>			
<b>3.22.22:</b> Staff have been researching and developing process.			
<b>7.22.22:</b> Staff continue to develop process, create staff resources, technology and review internal documents such as correspondence letters to public.			

**Parking Lot:** (These items have been considered by the BC, but not proposed as part of this year's work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)

- Ageism: helping community understand, how to mitigate it, educate and assess

- Felony Rights and Education: Public education, voting rights access

- Assess how the City of Edina can continue to recognize and celebrate the diversity in our community and propose actions [for the City and/or volunteers] to implement, including for example, displays in Edina City Hall which recognize culturally significant holidays and flags or other symbols which recognize the many diverse cultures in Edina.



City of Edina, How to Stop the Hate Event 2022  
Catch Your Dream Consulting  
June 27, 2022

## About Catch Your Dream Consulting

### Our Approach

At Catch Your Dream Consulting we believe 3 things are foundational to our work and we bring these 3 things to every meeting, training and interaction.

**Get energized** - It is important that we not only do the work, but we do it and get energized from it. Racial Justice work should get us excited about what's possible rather than focusing on what's wrong

**Take Practical Action** - Not just action, but practical action! We are committed to supporting you to get here. Staying in our heads and heart is good, moving to our hands is essential to get to equity and justice.

**Find Hope** - If you let it, this work can have you spiraling downward and in a place of cynical thinking. At CYD, we will inspire you to find hope so you can be sustained to keep going and achieve your goals.

### Our Team

We are a collaborative team of diverse dreamers, organizers, multi race, multi class individuals committed to diversity, equity, inclusion, and justice work. We lean on each other's strengths to mitigate our areas of weakness in a way that best serve the partners we work with. We all have different lived experiences from education backgrounds to how we came into this work and it manifest itself in a powerful way to educate, inspire, coach, and move you and your community or team along in your equity journey. We can't promise to show up perfectly every time, but we will show up powerfully.



### About Our Founder and Lead Facilitator



Donte Curtis is the Founder/Lead Consultant of Catch Your Dream Consulting where he keynotes, facilitates and lead workshops with teams, and organizations, nationwide, on leadership development, racial equity, anti racism, and supports them to create practical change. Donte currently serves on the Board of Directors at Social Enterprise Alliance Twin Cities and is a Co - chair on the Program Investment Committee at Youthprise. With over 12 years of facilitation and speaking experience,

Donte is adept at fostering the collective wisdom in the room and engaging teams in multiple ways. Probably one of the most energetic people you will ever meet, Donte lives a life that is dedicated to leadership, social justice and liberation. Donte resides in Saint Paul with his Wife, Rachel and two dogs, King and Moose.

Donte Curtis' qualifications include:

- Trained in 4 facilitation methodologies
- Lead workshops with teams on how to be a great facilitator
- Led over 300 workshops and learning experiences for teams locally and Nationally focused on DEI and Anti Racism.
- Works with multiple sectors: non profits, for profits, government and higher education

### Option 1 - \$2,500

This option includes:

- Donte facilitates day of on October 2, 2022

### Option 2 - \$5,000

This option includes:

- Donte supporting the team creating and designing the day
- Donte facilitates day of on October 2, 2022
- Having a graphic facilitator artfully and beautifully record the meaningful action and thoughts that come up
- Donte gives recommendations on possible next steps for the commission

## A Word on Graphic Recording

A graphic recorder is a great value in these spaces because as I am facilitating. They are recording, in a beautiful artistic way, themes and points that are coming up from you all. It is valuable so we can see in real time what is coming up and acts a share back to the group as well. It is also a great artifact for you afterwards to see everything together in an artful way, not just words on a report

Here is an example of a graphic recording:



## Some Current and Past Partners (AKA clients)

My Very Own Bed - Carver County - Center for Inclusive Childcare - Charity Review Council - Minnesota Council of NonProfits - Century College - Metropolitan State University - Simpson Housing Services - Minneapolis Foundation - Olmsted County Northwest Area Foundation - Habitat for Humanity Twin Cities - Cookie Cart Century College - Youthprise - Minnesota Dance Theater Minnesota Youth Symphonies - And More

## References

Margie Andreason - [mandreason@nwaf.org](mailto:mandreason@nwaf.org)

Diversity and Inclusion Officer, Northwest Area Foundation

- Facilitated a customized half day training for the Board of Directors on racial equity

Karmit Bulman - [kbulman@mavanetwork.org](mailto:kbulman@mavanetwork.org)

Executive Director, Minnesota Association for Volunteer Administration (MAVA)



- Facilitated multiple times with them on racial justice and anti racism work Specifically on White Supremacy Culture
- Keynoted at their Volunteer engagement conference in 2021 on Anti Racism in volunteerism

Kris Kewitsch - [kris@smartgivers.org](mailto:kris@smartgivers.org)

Executive Director, Charities Review Council

- Serve as DEI Consultant in Residence and support organizations on implementation of the DEI toolkit

Amanda Vickstrom - [amanda.vickstrom@elderjusticemn.org](mailto:amanda.vickstrom@elderjusticemn.org)

Executive Director, Minnesota Elder Justice Center

- Facilitated an all staff and Board one day retreat Virtually
- Currently working on a 4 month DEIA engagement plan to deepen awareness, analysis and action in DEIA

You can find more testimonials/recommendations here:

[www.facebook.com/catchyourdream.dcurtis](https://www.facebook.com/catchyourdream.dcurtis)

<https://www.linkedin.com/in/donte-curtis-88281882/>

## Contact

Donte Curtis

[Donte@catchyourdreamconsulting.com](mailto:Donte@catchyourdreamconsulting.com)

8327034543

Catch Your Dream Consulting

[www.catchyourdreamconsulting.com](http://www.catchyourdreamconsulting.com)

Thank you for your consideration

**How to Stop the Hate subcommittee recommendation to the Edina Human Rights and Relations Commission to be presented on Tuesday, July 26, 2022.**

As is detailed below, members of our subcommittee met with Donte Curtis, Catch Your Dream Consulting, twice to review his capabilities and availability to support our community conversation set for October 2, 2022. After engaging Donte and meeting as a subcommittee, we recommend that the HRRC approve requesting the City of Edina contract with Donte Curtis for the set of services detailed below, for \$4,000. We believe his expertise in facilitation and event creation will support our subcommittee's work to create an energizing, informative and engaging event. In your materials, we have also included background information Donte Curtis shared with our team.

**Edina Human Rights & Relations Commission Community Conversation**

**Title:** *How to Stop the Hate*

**Date:** Sunday, October 2, 2022

**Time:** 2:00 to 4:00 PM (alternate time 3:00 to 5:00 PM)

**Location:** Edina City Hall Council Chambers

**External Consultant/Facilitator:** Donte Curtis, Catch Your Dream Consulting

**Proposed Range of Consultant Deliverables are Outlined Below**

<b>Actively Partner with Subcommittee to Create the Event, Facilitate During Event on October 2, 2022 - \$4,000</b>
- Meet with the subcommittee virtually no more than five times for one hour each to further develop the agenda and approach to the event.
- Provide recommendations for panelists or other speakers.
- Meet with subcommittee virtually for one hour to review final agenda, timing and logistics for the event approximately two weeks before the event
- Attend one in-person meeting at Edina City Hall for no more than one hour to do a “walk-through” for the event approximately one week before the event
- Arrive approximately 45 minutes before the start of the event on October 2 and facilitate/MC the event for approximately two hours.
- Provide a graphic facilitator to artfully and beautifully record the meaningful actions and thoughts that develop during the event.
- Provide recommendations on next steps for the subcommittee’s consideration.

The subcommittee considered retaining Donte Curtis for a more limited set of services, as detailed below. We do not believe only obtaining facilitation is sufficient support for creating the kind of engaging event we want to deliver.

<b>Facilitate During Event on October 2, 2022</b> <b>\$2500.00</b>
- Meet with subcommittee virtually for one hour to review final agenda, timing and logistics for the event approximately two weeks before the event
- Attend one in-person meeting at Edina City Hall for no more than one hour to do a “walk-through” for the event approximately one week before the event
- Arrive approximately 45 minutes before the start of the event on October 2 and facilitate/MC the event for approximately two hours.

For your background reference, below is our rough draft working plan for the event.

#### **Rough agenda ideas for October event**

- Review progress or lack of progress since fall of 2021, first “Stop the Hate” discussion
- Name recent racist incidents in Edina
- Review ranges of potential actions and efforts to combat hate – concepts and examples of how concepts have come to life
- **Education/prevention** - Minnesota Department of Health resource, *Parents Guide to Preventing and Responding to Prejudice*
- **Legal responses** - administrative, civil, criminal - Edina Police Department, Hennepin County Attorney’s Office - what and how to access?
- **Legislative/policy responses**
- **Mediation**
- **Spiritual/religious**
- **Restorative Justice** - St. Paul Public Schools, South View Middle School; concept definition - Sabeeh
- **City of Edina responses** - bias offenses and bias incidents (definition; what and how to report; what to expect)
- **Community responses**

#### **Potential speakers/participating organizations**

- CAIR-MN/Council on American-Islamic Relations

- CAAL/Coalition of Asian American Leaders
- Edina Anti-Racism Collective
- Edina Asian American Alliance
- Edina Police Department
- Minnesota Justice Coalition/Jonathan McClellan
- Minnesota Council of Churches
- League of Women Voters Edina
- Civil rights attorney/other civil rights leaders...

#### **Potential format**

- Present concepts and real-life examples of use?
- Moderated Q&A?
- Community resource panel discussion?

#### **Measurement of Success**

- People who attend learn about actions they can take and resources they can access (tools)
- Examples of strategies that work provide basis to lobby for resources at local and state levels
- Inspire hope



## CITY OF EDINA

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**Date:** July 26, 2022

**Agenda Item #:** VII.B.

**To:** Human Rights and Relations Commission

**Item Type:**

**From:** Heidi Lee, Race & Equity Manager

**Item Activity:**

**Subject:** 2023 HRRC Work Plan Development

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### **ACTION REQUESTED:**

None.

### **INTRODUCTION:**

The HRRC needs to start developing their 2023 Work Plan. The Commission should discuss any items for the upcoming Work Plan, including items that are annual events, items that carry over and new items.

### **ATTACHMENTS:**

2023 HRRC Work Plan Proposal

BC - 2023 CAP Menu Memo



## Commission: Human Rights and Relations Commission

### 2023 Annual Work Plan Proposal

<b>Initiative # 1</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Coordinate Sharing Values, Sharing Communities Event. Determine topic at least four months in advance of the scheduled event. Potential topics could be affordable housing impacts, benefits, necessity.	<b>Deliverable</b> Event	<b>Leads</b>	<b>Target Completion Date</b> October 2023
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 2</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Coordinate Days of Remembrance to be held in alignment with the United States 2023 commemoration date. Potential need for amended resolution if topic is broadened to include additional events of genocide.	<b>Deliverable</b> Event	<b>Leads</b>	<b>Target Completion Date</b> April 2023
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 3</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Bias and discrimination event response <ul style="list-style-type: none"> <li>• Code violations</li> <li>• Continue meeting with police</li> <li>• Review Bias Events Response Plan</li> </ul>	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 4</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Tom Oye Award: Coordinate and select one recipient for the 2023 Tom Oye Award.	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
	Planning and awarding of Tom Oye Award		December 2022
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 5</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Climate Action Plan: LF-14: Support existing school & community gardens to expand growing spaces with a focus locating garden to serve youth, immigrant, lower incomes and/or food insecurity.	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 6</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Climate Action Plan: TL3-7: Allow & encourage construction of accessory dwelling units (ADU) to increase rental opportunities in both established neighborhoods and new development. Housing options in workforce, seniors, families with changing needs and others for whom ADUs present as an affordable housing option.	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 7</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Raising awareness of wage theft, tax fraud, OSHA violations, and human trafficking	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 8</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Developing metrics on policing data	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 9</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Study and report on police oversight committee: current state, recommendation to City Council	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

<b>Initiative # 10</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event <b>Council Charge</b> <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Ageism: helping community understand, how to mitigate it, educate and assess	<b>Deliverable</b>	<b>Leads</b>	<b>Target Completion Date</b>
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
<b>Liaison Comments:</b>			
<b>City Manager Comments:</b>			
<b>Progress Q1:</b>			
<b>Progress Q2:</b>			
<b>Progress Q3:</b>			
<b>Progress Q4:</b>			

Initiative # 11	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event		
	Council Charge <input type="checkbox"/> 1 (Study & Report) <input type="checkbox"/> 2 (Review & Comment) <input type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Reparations – what other cities are doing		Deliverable	Leads
Target Completion Date			
<b>Budget Required: (Completed by staff)</b> Are there funds available for this project? If there are not funds available, explain the impact of Council approving this initiative.			
<b>Staff Support Required (Completed by staff):</b> How many hours of support by the staff liaison? Communications / marketing support?			
Liaison Comments:			
City Manager Comments:			
Progress Q1:			
Progress Q2:			
Progress Q3:			
Progress Q4:			

<b>Parking Lot:</b> (These items have been considered by the BC, but not proposed as part of this year’s work plan. If the BC decides they would like to work on them in the current year, it would need to be approved by Council.)

**Department Name**

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**Date:** 06/01/2022  
**To:** Edina Boards and Commissions  
**From:** Grace Hancock, Sustainability Manager  
**Subject:** Edina Commission Climate Action Menu: 2023 Work Plan options  
**Attachment:** 2023 Commission Climate Action Menu

**Background:** The City's first [Climate Action Plan](#) (CAP) was approved at the end of 2021 with 36 strategies supported by 200 actions. The CAP identifies the City's GHG emission reduction target of 45% below 2019 levels by 2030 and achieve net zero emissions by 2050. The CAP's goal is to help those who live and work in Edina imagine and achieve a future where the Earth and all who live on it thrive.

For more information, the Climate Action Plan was the subject of a 2021 Town Talk, viewable here: [https://www.bettertogetheredina.org/town-talks/forum\\_topics/sustainability-climate-action-plan](https://www.bettertogetheredina.org/town-talks/forum_topics/sustainability-climate-action-plan)

In 2022, City staff kicked off the implementation of the CAP, undertaking ~60 actions, along with a few actions led by Commissions. With feedback from the Energy and Environment Commission, the Sustainability Division has informed City Council that it will ask that each Commission consider adding a Climate Action to its 2023 work plan.

Attached is a refined list of Climate Actions that are suitable for Commission leadership. Some have been identified as especially suitable for certain Commissions, but all are available for all Commissions to consider for their 2023 work plan. These actions were chosen based on the nature of Commission work – resident volunteers who advise Council based on their Commission Charge. The intent for any Climate Action undertaken by a Commission is to study the issue and identify what's possible for Council to consider as next steps. It is not expected that Commissions accomplish the Action within one year, rather it is hoped that Commissions can lend their resident perspective and expertise to make meaningful contributions to the progress of any action they choose to undertake.

**Action Requested:** Commissions should discuss the Climate Action Menu as part of their 2023 work plan development process. Commissions should consider including one Climate Action in their 2023 work plan, and be prepared to mention how their work aligns with the Climate Action Plan when presenting to City Council. For clarifying questions related to any Climate Actions, Commission Chairs should contact the EEC Chair and/or Vice Chair.

EEC Chair: Hilda Martinez, [hildakimx99@gmail.com](mailto:hildakimx99@gmail.com)  
EEC Vice Chair: Michelle Horan, [mhoran00@gmail.com](mailto:mhoran00@gmail.com)

## Edina Commission Climate Action Menu: 2023 Work Plan options

Strategy	Action	Potential Commission Work Plan
Buildings & Energy 1-5	Partner with local organizations and businesses to educate the public and promote the adoption of energy efficiency habits like purchasing high-efficiency equipment, turning the lights off in unused spaces and at night, having efficient indoor temperature control, and promote home energy audits among their staff and students.	
BE 1-7	Create a welcome packet for new businesses and residents, which will provide information on all the energy efficiency improvement resources and opportunities.	
BE 1-13	Establish a performance ratings/labeling program for all homes listed for sale or rent so that owners, tenants and prospective buyers can make informed decisions about energy costs and carbon emissions. Rating program to require Energy Audit/Energy Efficiency Program participation.	EEC
BE 4-2	Partner with institutions and businesses within Edina to secure commitments to reduce operational greenhouse gas emissions in line with the goals of this Climate Action Plan, achieving carbon neutrality by 2050.	
BE 4-5	Create an educational program to inform residential and commercial properties about renewable energy opportunities including technologies that eliminate on-site fossil fuel use.	
Economic Development CE 1-4	Promote Edina as an environmentally friendly destination by highlighting the businesses that are taking steps to reduce resource consumption (Green Business Recognition program).	EEC
Greenspace GS 1-4	Update City's Landscape ordinance to include a minimum tree coverage per lawn area or per impervious surface coverage for all new construction or expansion projects. Explore options for decrease of turf grass/lawn coverage and increase of wildflower/prairie grass coverage requirements.	
GS 1-7	Prioritize planting and preservation of native species of plants and trees and species of plants and trees adaptive to climate change on public and private property through education, incentives and other promotional programs. <i>Ensure that landscaping requirements articulated in the zoning code include the preservation of the maximum possible number of existing trees, the use of native plantings and the preservation of natural areas whenever possible.</i>	
GS 2-2	Remove and ease lawn/grass requirements in ordinances.	
GS 2-6	Establish a policy to require the use of native plants in landscaping at City-owned properties. Continue natural vegetation conversion for passive park areas. Add 110 Acres of native plant and pollinator restoration area on City Property by 2040.	EEC
GS 2-7	Establish a policy and identify, create, and promote incentives to assist homeowners and households with low incomes by covering some of the cost of converting traditional lawns by planting pollinator friendly food gardens, permaculture, wildflowers, clover or native grasses in an effort to slow the collapse of the state's bee population.	
GS 2-8	Develop educational and informational resources providing information on benefits of and strategies for reduced and repurposed lawn space including: native plantings, "carbon gardening" strategies for ornamental gardens, and produce gardens, tree profile rebuilding, elimination of synthetic fertilizer and pesticide use, high mow deck settings, use of biochar amendments, polyculture lawn mixture and other beneficial greenspace practices included in this CAP.	
Environmental Health HS 2-2	Add climate preparedness elements to public health programs already aimed at vulnerable populations and low-income households and dedicate increased funding to accommodate demand for public health services among at-risk populations.	CHC
HS 4-3	Support, leverage create relationships with, and enhance community networks and connections for those who require special attention, such as people who are elderly, homebound, disabled, isolated, or those likely to be in need of financial assistance during or after extreme weather events (heat, cold and heavy precipitation).	CHC
Local Food LF 1-2	Support existing school and community gardens and provide opportunities to expand community growing spaces with a focus on locating garden infrastructure to serve youth, immigrant, and people with lower incomes or who are experiencing food insecurity. Community growing and garden spaces may include use of park space, unused city owned space, or public right of way/boulevard areas. Program should prioritize conversion of impervious spaces to garden space and preservation/increase of overall green space benefit. Provide on-going promotion, communication, and education of the sites and opportunities including appropriate translated and accessible content.	
LF 1-4	Incentivize and reward soil best management practice for urban lawns, gardens, landscaping, parks, open spaces, prairies, environmentally sensitive areas, and agricultural land uses.	EEC
LF 4-2	Establish an Green Business Refrigeration upgrade cost sharing incentive program providing a 25% matching grant for qualified buildings and applicants to switch to green refrigeration practices.	EEC
Transportation & Land Use TL 3-2	Eliminate parking minimums to reduce surface parking and institute new parking pricing models to maintain 85% utilization (performance-based parking, off-street parking tax, dynamic pricing, etc.)	PC/ETC
TL 3-7	Allow and encourage the construction of accessory dwelling units ("ADU") to increase rental opportunities in both established neighborhoods and new development. This will add additional housing options for the City's workforce, seniors, families with changing needs, and others for whom ADUs present an affordable housing option.	PC
TL 4-5	Develop incentive and educational programs to transition lawn care companies and homeowners from using fuel-burning lawn equipment (e.g., lawn mowers, blowers) to electric.	EEC
TL 1-5	Establish a branded communications campaign to promote increased alternative transportation use, with a particular focus on short distance trips (ie <2 miles) including school and other daily commutes.	ETC
Waste WM 1-2	Support collaborative consumption community projects, such as neighborhood compost projects, tool libraries, and repair cafes through mini-grant programs.	
WM 2-3	Conduct an organics waste collection pilot project with a sample of City businesses to test the interest, methodology, and amount of commercial food waste that would need to be accommodated by a commercial organics collection program. Explore possible incentives for food retailers, restaurants, and institutions to participate in food waste reuse and recycling programs.	
WM 3-2	Explore a requirement that all waste be recycled or salvaged at large construction sites.	
WM 4-5	Promote and partner to support a Fix It Fair at the Library and create a resource list for reuse.	
W 1-3	Facilitate reduction of water use by top customers annually through an opt-in water reduction program targeting water reduction goals of 20% or more per site. Offer free technical resources to large institutions and businesses to identify specific opportunities for employees or customers to conserve water and incorporate water efficiency into internal operations. Program can be coordinated with the City's Waste Audit and Diversion Assistance program. Goal: 30 business water use audits completed annually with customers engaged in measuring and reducing water consumption.	
W 1-6	Conduct a Water Conservation "challenge" campaign ask participants to reduce water consumption through water use behavior change strategies, irrigation system utilization, and replacement of fixtures like shower heads with WaterSense certified fixtures.	
WM 1-3	Explore options for waste hauling improvements supporting CAP goal achievement, including modifications to City's existing licensure process and requirements as well as organized waste hauling strategies.	