

**Agenda**  
**Human Rights and Relations Commission**  
**City Of Edina, Minnesota**  
**Community Room, City Hall**

**Tuesday, November 21, 2023**  
**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, October 24, 2023

V. 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.*

VI. Reports/Recommendations

- A. Appointing a Liaison to the Edina Community Council
- B. 2024 Meeting Calendar - December Meeting Change
- C. 2023 Human Rights & Relations Commission Work Plan Update
- D. 2024 Days of Remembrance Working Group

VII. Chair And Member Comments

VIII. Staff Comments

IX. 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

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**Date:** November 21, 2023

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

**To:** Human Rights and Relations Commission

**Item Type:**

Minutes

**From:** Gillian Straub, City Management Fellow

**Item Activity:**

Action

**Subject:** Minutes: Human Rights & Relations Commission,  
October 24, 2023

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### ACTION REQUESTED:

Approve minutes from the October 24, 2023, meeting of the HRRC.

### INTRODUCTION:

### ATTACHMENTS:

HRRC Minutes: October 24, 2023



Minutes  
City of Edina, Minnesota  
Human Rights & Relations Commission

Edina City Hall, Community Room  
October 24, 2023, 5:30 p.m.

**I. Call to Order**

Chair Stringer Moore called the meeting to order at 5:41 p.m.

**II. Roll Call**

Answering Roll Call: Chair Stringer Moore, Vice Chair Bennett, Commissioners Khalifa, Nelson, Segall, and Rogers, and Student Commissioners Borah and Mohamud-Karie.

Staff Present: Gillian Straub, City Management Fellow and MJ Lamon, Community Engagement Manager.

Absent: Commissioners Dawkins, Felton and Ismail.

**III. Approval of Meeting Agenda**

**Motion by Commissioner Segall to approve the October 24, 2023, meeting agenda, seconded by Commissioner Bennett. Motion carried.**

**IV. Approval of Meeting Minutes**

**Motion by Commissioner Bennett to approve the minutes from the September 26, 2023, meeting. Seconded by Commissioner Nelson. Motion carried.**

**VI. Special Recognitions and Presentations**

**A. Introduction of New Student Member**

Student commissioners Mohamad-Karie and Borah introduced themselves to the HRRC.

**B. Quarterly Update with Police Department**

- Chief Milburn and Lieutenant Schultz introduced the work related to demographic stop data, new records management system, and the Multicultural Advisory Committee (MAC).

**Commissioner Felton arrived at 5:42 p.m.**

**Commissioner Ismail arrived at 5:50 p.m.**

**Chair Stringer Moore left 6:24 p.m.**

## **V. Reports/Recommendations**

### **A. 2024 Meeting Calendar**

- Staff Liaison Straub introduced the proposed 2024 meeting calendar for the HRRC, noting the changes from the regular meeting day for the April, November and December meetings. The meeting calendar should be approved at this meeting to allow for comparison to other calendars and approval by City Council in December.
- Commissioner Segall noted that the February meeting should be on February 27<sup>th</sup>, not 17<sup>th</sup>, as the cover sheet indicated.

**Motion to approve the amended meeting calendar with the corrected February meeting by Commissioner Nelson. Seconded by Commissioner Felton. Motion carried.**

### **B. Communications review**

- Staff Liaison Straub introduced communications milestones for events.
- Commissioners requested information on when communications items or products would be available if requesting assistance at different milestones and to know best practices when working on communications items.

### **C. 2023 Human Rights & Relations Commission Work Plan Update**

- Commissioners described each initiative and discussed the following updates:
  - Initiative 1: Sharing Values, Sharing Communities Event.
    - Commissioners provided updates on publicity and asked commissioners to post posters.
  - Initiative 3: Bias and Discrimination Event Response
    - Police Department staff attended the October 24, 2023, meeting.
  - Initiative 4: Tom Oye Award
    - Commissioners provided updates on delivering posters and suggested reaching out to potential nominators.
    - Commissioners discussed using a rubric based on the application as a tool or conversation guide to evaluate nominees against each other fairly.
    - Staff Liaison Straub informed that the application closes on November 13<sup>th</sup>, the applications materials will be sent to the Commission on November 14<sup>th</sup>, and the HRRC will select an award winner at the November 21<sup>st</sup> meeting of the HRRC.

**Commissioner Dawkins arrived at 6:56 p.m.**

- Initiative 5: Climate Action Plan HS 4-3
  - Commissioners provided the update that they are completing interviews this month, but the response rate has been low. Next steps will include writing a report in November based on the responses.

- Initiative 7: Bias and Discrimination Event Response Plan Review
  - Commissioners provided the update that they reviewed the current event response plan for compliance with new state statute definitions.

**Motion to recommend the revised Bias and Discrimination Response plan for consideration by City Council by Commissioner Felton. Seconded by Commissioner Ismail. Motion carried.**

**D. 2024 Days of Remembrance Greenprint**

- Commissioners discussed the greenprint for the 2024 Days of Remembrance. The greenprint authorizes the Commission to recruit public volunteers for Commission work, in this case, the 2024 Days of Remembrance event.

**Motion to approve the greenprint by Commissioner Nelson. Seconded by Commissioner Rogers. Motion carried.**

**VI. Chair and Member Comments**

**VII. Staff Comments**

**VIII. Adjournment**

**Motion by Commissioner Nelson to adjourn the meeting. Seconded by Commissioner Segall. Motion carried.**

**Meeting adjourned at 7:15 p.m.**



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**Date:** November 21, 2023

**Agenda Item #:** VI.A.

**To:** Human Rights and Relations Commission

**Item Type:**

Other

**From:** Gillian Straub, City Management Fellow

**Item Activity:**

**Subject:** Appointing a Liaison to the Edina Community Council

Discussion, Information

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### ACTION REQUESTED:

None.

### INTRODUCTION:

Commissioner Segall will introduce her work as liaison to the Edina Community Council. The Commission will select a new liaison at the December or January meeting of the HRRC.



## CITY OF EDINA

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**Date:** November 21, 2023

**Agenda Item #:** VI.B.

**To:** Human Rights and Relations Commission

**Item Type:**  
Report and Recommendation

**From:** Gillian Straub, City Management Fellow

**Item Activity:**  
Action

**Subject:** 2024 Meeting Calendar - December Meeting Change

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### ACTION REQUESTED:

Approve December 3rd, 2024, as the December meeting of the HRRC.

### INTRODUCTION:

At the November 21st, 2023, meeting of the HRRC, staff presented a proposed 2024 meeting calendar to adopt. Staff explained that the December meeting is typically held on the same day of the first Council meeting that month, to award the Tom Oye award. At the time of that meeting, the first Council meeting was listed as December 10th, so the adopted HRRC calendar reflects that as the date of the HRRC meeting.

The City Council calendar was adjusted, and now the first meeting of the month will be December 3, 2024. Staff requests that the HRRC change the date of the December 2024 HRRC meeting from December 10th to December 3rd, 2024, keeping the time the same, at 5:30 p.m.

This change will allow the calendar to be published correctly and for commissioners to easily attend the Tom Oye award in 2024.



## CITY OF EDINA

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**Date:** November 21, 2023

**Agenda Item #:** VI.C.

**To:** Human Rights and Relations Commission

**Item Type:**

Report and Recommendation

**From:** Gillian Straub, City Management Fellow

**Item Activity:**

**Subject:** 2023 Human Rights & Relations Commission Work  
Plan Update

Action, Discussion, Information

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### ACTION REQUESTED:

Select and approve Tom Oye award winner (Initiative 4).

### INTRODUCTION:

Commissioners will review and provide updates on initiatives 1,4,5,7.

### ATTACHMENTS:

2023 HRRC Work Plan





# Commission: Human Rights and Relations Commission

## 2023 Annual Work Plan

Initiative # 1	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event Council Charge <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> Plan and host event in 2023.	<b>Leads</b> <b>Bennett</b> , Jain, Ismail, Dawkins, Nelson	<b>Target Completion Date</b> October 2023
<b>3.28.23:</b> Conversations about different potential topics for the event.			
<b>4.25.23:</b> Planning will start in May 2023, committee members asked HRRC members for potential topics.			
<b>6.27.23:</b> Committee has convened, and commissioners agreed that the topic/theme this year will be preventing hate/reshaping our cultural lens. Motion to approve date, time, location and topic of event was approved. Date: Sunday, November 12 from 3-5p at Edina City Hall Council Chambers with a topic of preventing hate & bias and cultural competency. Title of event proposed in July 2023 meeting			
<b>7.27.23:</b> Commission approved event title as “Building an Inclusive Community: Learning to Prevent Bias So All Can Thrive”. Commissioners will ask for quotes/ speaker photos for press release information.			
<b>8.22.23:</b> Committee requested any HRRC volunteers arrive by 2:30 p.m. on Sunday, November 12 to assist with the event.			
<b>10.17.23:</b> Press has been finalized, including posters, press release and other print media.			
<b>11.14.23:</b> Event was held on November 12, 2023. Approximately 30 community members were in attendance. Staff to provide an update on streaming and views at the November meeting.			

Initiative # 2	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event Council Charge <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 2023 commemoration date. Potential need for amended resolution if topic is broadened to include additional events of genocide.	<b>Deliverable</b> Plan & host a 2023 Days of Remembrance Event with the possibility of amending initial DOR resolution.  *Resolution amendment will require Council approval.	<b>Leads</b> <b>Felton</b> , Stringer Moore, Bennett, Dawkins	<b>Target Completion Date</b> April 2023
<b>2.28.23:</b> Draft agenda and potential dates discussed at HRRC meeting.			
<b>3.28.23:</b> Event will be held on May 7 from 2-4p at City Council Chambers. Approved marketing of event.			
<b>4.25.23:</b> Keynote speaker for event has been confirmed and display exhibit approval from HRRC.			
<b>5.19.23:</b> Event completed on 5.7.23, which had about 60 people who attended with 318 views on City’s social media account. A survey was created to compile feedback from attendees. <b>COMPLETED.</b>			
<b>7.27.23:</b> Commission requested update on Facebook & YouTube event views.			
<b>8.17.23:</b> Total views on Facebook: 325, YouTube views: 32.			

Initiative # 3	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input type="checkbox"/> Event Council Charge <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)		
Bias and discrimination event response: <ul style="list-style-type: none"> <li>Respond to Bias events as described by the Bias Event Plan</li> <li>Continue quarterly meetings with Edina Police Department</li> </ul>	<b>Deliverable</b> Respond to bias events & participate in quarterly meetings with PD.	<b>Leads</b> Jain, Ahluwalia, Felton, Stringer Moore, Rogers	<b>Target Completion Date</b> December 2023
3.28.23: Police Department representatives attended 3.28.2023 meeting to provide updates to HRRC.			
7.10.23: Police representatives attended May 23 meeting to discuss Joint Commission Policed Partnership (JCPP) and Multicultural Advisory Committee (MAC).			
7.27.23: Police Department will plan to attend the October 2023 meeting to provide updates.			
8.22.23: Police Department will plan to attend the October 2023 meeting to provide updates.			
11.14.23: Police Department attended the October 24, 2023 meeting.			

Initiative # 4	Initiative Type <input type="checkbox"/> Project <input checked="" type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event Council Charge <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 2023 Tom Oye Award.	<b>Deliverable</b> Planning and selection of recipient of Tom Oye Award.	<b>Leads</b> Jain, Stringer Moore, Rogers	<b>Target Completion Date</b> December 2023
4.25.23: Planning for Tom Oye will occur in late July/early August.			
7.10.23: Committee members have been sent previous year's Tom Oye documents for review and changes.			
7.27.23: Committee will provide an update in August 2023 meeting. Committee has been asked to provide changes to staff by August 25.			
8.22.23: Nominations for the award will open on September 25, 2023. The Committee has requested small changes to the poster.			
10.17.23: Press release issued; Social media graphic developed and ready for sharing; Poster printed and ready to be displayed; 2 nominations received.			
11.14.23: Nominations closed on November 13, 2023. Commission to select award winner at November meeting.			

Initiative # 5	Initiative Type <input checked="" 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 checked="" type="checkbox"/> 3 (Review & Recommend) <input type="checkbox"/> 4 (Review & Decide)		
Climate Action Plan HS 4-3: Evaluate community organizations, networks, and connections serving those who require special attention, such as people who are elderly, homebound, isolated, living with disabilities, or	<b>Deliverable</b> Report to Council.	<b>Leads</b> Segall, Ismail, Stringer Moore, Khalifa	<b>Target Completion Date</b> December 2023

those likely to be in need of financial assistance, during or after extreme weather events (e.g., heat, cold, and heavy precipitation). EEC will review and comment on approved report.	<b>EEC: Review and comment.</b>		
<b>4.25.23:</b> Subcommittee met on 4.25.23 to start planning for this work plan.			
<b>7.10.23:</b> The committee had contacted City's Sustainability Manager to discuss work plan and organizations. Committee has determined that organizations would be reached out separately.			
<b>7.27.23:</b> Committee is finalizing interview guide and each committee member has been assigned organizations to interview.			
<b>10.17.23:</b> Subcommittee has begun interviewing organizations and is on track.			
<b>11.14.23:</b> Subcommittee has completed interviews and has begun summarization and report writing.			

<b>Initiative # 6</b>	<b>Initiative Type</b> <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" 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)		
Provide feedback to staff regarding planning of 2023 Juneteenth City event. Debrief after event and provide recommendations for the direction of future events	<b>Deliverable</b> Provide input to staff on planning components of the Juneteenth event.	<b>Leads</b> <b>All</b>	<b>Target Completion Date</b> February 2023
<b>3.28.23:</b> Staff Liaison provided updates of Juneteenth event and planning to HRRC.			
<b>4.25.23:</b> Staff Liaison has provided updates to HRRC during meetings and will provide a debrief opportunity after the Juneteenth Community event has taken place.			
<b>6.27.23:</b> Staff Liaison provided updates on the Juneteenth event on Monday, June 19. There were 12 community partners, two kids book giveaways, event program, four food vendors. <b>COMPLETED.</b>			

<b>Initiative # 7</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)		
Review the Bias Event Response, if needed, make any recommended changes to Council.	<b>Deliverable</b> Report and recommendation to Council if there are changes.	<b>Leads</b> Jain, Ahluwalia, Felton Khalifa, Rogers, Nelson	<b>Target Completion Date</b> December 2023
<b>4.25.23:</b> Staff Liaison will send current Bias Event Response plan to subcommittee to review.			
<b>7.10.23:</b> Staff Liaison sent current Bias Event Response plan on 6/2/23 to subcommittee to review and provide changes.			
<b>7.27.23:</b> Committee work will begin in August.			
<b>10.17.23:</b> Subcommittee reviewed and suggested draft edits to the Bias Event Response plan. Edits to be presented at the 10/24/2023 HRRC meeting.			
<b>11.14.23:</b> Commission approved the revised bias event response plan at the October 24, 2023 meeting. Staff is reviewing the revised plan.			

**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

With a focus on equity, study and report on location and features of, and access to, City facilities (i.e., parks and recreational facilities, community gardens, meeting rooms, and transportation facilities including sidewalks and bicycle facilities)

Research and report potential models for Edina residents to review, comment on, and make recommendations for changes to the policies and procedures of local law enforcement.

Study & report what other cities are doing to provide reparations



## CITY OF EDINA

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**Date:** November 21, 2023

**Agenda Item #:** VI.D.

**To:** Human Rights and Relations Commission

**Item Type:**

Other

**From:** Gillian Straub, City Management Fellow

**Item Activity:**

**Subject:** 2024 Days of Remembrance Working Group

Discussion

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### ACTION REQUESTED:

#### INTRODUCTION:

The Commission requested community volunteers to assist with planning the 2024 Days of Remembrance event. The opportunity was shared via press release. No applications were received by the deadline. Commission members working on initiative will introduce their recommendations on how to best move forward with the event.

As a reminder, the Commission hoped to include 2-3 community members to work on the event from December 2023 or January 2024 until the event in May 2024. Work will include 2-6 hours per month, dedicated to selecting a theme, identifying speakers, advertising the event, and meeting day-of needs.