

Agenda
Human Rights and Relations Commission
City Of Edina, Minnesota
Mayor's Conference Room, City Hall

Tuesday, December 5, 2023
5:30 PM

- I. Call To Order
- II. Roll Call
- III. Approval Of Meeting Agenda
- IV. Approval Of Meeting Minutes
 - A. Minutes: Human Rights & Relations Commission, November 21, 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. 2023 Human Rights & Relations Commission Work Plan Update
- B. 2024 Human Rights & Relations Commission Work Plan Introduction

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

www.edinamn.gov

Date: December 5, 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,
November 21, 2023

ACTION REQUESTED:

Approve minutes from the November 21, 2023, meeting of the HRRC.

INTRODUCTION:

ATTACHMENTS:

HRRC Minutes: November 21, 2023



Minutes
City of Edina, Minnesota
Human Rights & Relations Commission

Edina City Hall, Community Room
November 21, 2023, 7:00 p.m.

I. Call to Order

Chair Stringer Moore called the meeting to order at 7:06 p.m.

II. Roll Call

Answering Roll Call: Chair Stringer Moore, Vice Chair Bennett, Commissioners Nelson, Segall, and Rogers.

Staff Present: Gillian Straub, City Management Fellow.

Absent: Commissioners Dawkins, Felton, Khalifa, and Ismail; Student Commissioners Borah and Mohamud-Karie.

III. Approval of Meeting Agenda

Motion by Commissioner Nelson to approve the November 21, 2023, meeting agenda, seconded by Commissioner Segall. Motion carried.

IV. Approval of Meeting Minutes

Motion by Commissioner Bennett to approve the minutes from the October 24, 2023, meeting. Seconded by Commissioner Nelson. Motion carried.

V. Reports/Recommendations

A. Appointing a Liaison to the Edina Community Council

- Commissioner Segall notified the HRRC that she will not be seeking reappointment to the HRRC, and that the HRRC would need to select a new liaison to the Edina Community Council as a result.
- Commissioner Segall described her role with the Edina Community Council:
 - Four hybrid meetings per year, lasting a few hours each, typically during the workday.
 - The HRRC liaison shares perspectives on the ECC's work.
 - The cities of Bloomington and Richfield are seeking to join the ECC.

B. 2024 Meeting Calendar – December Meeting Change

- Staff Liaison Straub noted that the previously approved December 2024 meeting date of December 10th should be changed to December 3rd, 2024.
- Commissioners discussed shortening the December meeting and moving the November meeting to allow for more space between meetings.

Commissioner Ismail arrived at 7:17 p.m.

**Motion by Vice Chair Bennett to move the November 2024 meeting from November 19th to November 12th, and the December 2024 meeting from December 10th to December 3rd.
Seconded by Commissioner Nelson. Motion carried.**

Motion by Commissioner Nelson to move the time of the December 2024 meeting to 6 p.m. from 5:30 p.m. Seconded by Vice Chair Bennett. Motion carried.

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.
 - Vice Chair Bennett provided a recap of the event, including attendance and publicity.
 - The Commission discussed recommendations for future years:
 - a. Intentionally control speaker time to allow time for questions and answers.
 - b. Consider inviting only speakers who have been heard before by at least one commissioner.
 - c. Match the material and the theme as was done this year.
 - d. Consider if the whole Commission needs to select the topic.
 - e. Consider new venues to attract more attendees.
 - f. Consider moving the event to a weeknight.
 - g. Recognize the impact COVID has had on in-person events, and that attendance levels may rarely reach pre-pandemic levels.
 - The Commission discussed how engaged the audience was through questions, listening actively to speakers, and staying behind to discuss the event.
 - Initiative 3: Bias and Discrimination Event Response
 - Police Department staff attended the October 24, 2023, meeting.
 - Initiative 4: Tom Oye Award
 - Commissioner Rogers opened the conversation by reviewing the application criteria.
 - Commissioners discussed the strength of all the nominees.

Motion by Commissioner Rogers that the 2023 Tom Oye award be given to Terrie Rose, seconded by Commissioner Nelson. Motion carried.

- Staff Liaison Straub will alert Terrie Rose and all nominators of the HRRC's decision.
- Commissioner Rogers will attend the December 5th City Council meeting to present the award.
- Initiative 5: Climate Action Plan HS 4-3
 - Commissioner Segall provided an update that the subcommittee is on track to write the report.
 - Staff Liaison Straub to confirm that the HRRC can present the report at the January meeting of the Energy and Environment Commission.
- Initiative 7: Bias and Discrimination Event Response Plan Review
 - Staff Liaison Straub provided an update that the Commission's update to the Bias and Discrimination Event Response Plan has been reviewed by legal staff and will be reviewed by the Police Department.

D. 2024 Days of Remembrance Greenprint

- Vice Chair Bennett provided an update that the Commission did not receive any volunteers, and that she will not be seeking reappointment, so this initiative will need additional commissioner and volunteer help.
- The Commission discussed the possibility of partnering with other cities, reissuing the press release, reaching out to their networks and faith communities.
- The Commissioner requested that the press release be reissued.
- Commissioner Rogers indicated he may be available to help on this initiative.

VI. Chair and Member Comments

- Received.

VII. Staff Comments

- Received

VIII. Adjournment

Motion by Commissioner Bennett to adjourn the meeting. Seconded by Commissioner Ismail. Motion carried.

Meeting adjourned at 8:23 p.m.



CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: December 5, 2023

Agenda Item #: VI.A.

To: Human Rights and Relations Commission

Item Type:
Report and Recommendation

From: Gillian Straub, City Management Fellow

Subject: 2023 Human Rights & Relations Commission Work
Plan Update

Item Activity:
Discussion, Information

ACTION REQUESTED:

None

INTRODUCTION:

Commissioners will provide updates on the following initiatives:

- Initiative 5 - Climate Action Plan

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.	Deliverable Plan and host event in 2023.	Leads Bennett , Jain, Ismail, Dawkins, Nelson	Target Completion Date October 2023
3.28.23: Conversations about different potential topics for the event.			
4.25.23: Planning will start in May 2023, committee members asked HRRC members for potential topics.			
6.27.23: 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			
7.27.23: 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.			
8.22.23: Committee requested any HRRC volunteers arrive by 2:30 p.m. on Sunday, November 12 to assist with the event.			
10.17.23: Press has been finalized, including posters, press release and other print media.			
11.14.23: 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. COMPLETED			

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.	Deliverable Plan & host a 2023 Days of Remembrance Event with the possibility of amending initial DOR resolution. *Resolution amendment will require Council approval.	Leads Felton , Stringer Moore, Bennett, Dawkins	Target Completion Date April 2023
2.28.23: Draft agenda and potential dates discussed at HRRC meeting.			
3.28.23: Event will be held on May 7 from 2-4p at City Council Chambers. Approved marketing of event.			
4.25.23: Keynote speaker for event has been confirmed and display exhibit approval from HRRC.			
5.19.23: 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. COMPLETED.			
7.27.23: Commission requested update on Facebook & YouTube event views.			
8.17.23: 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"> Respond to Bias events as described by the Bias Event Plan Continue quarterly meetings with Edina Police Department 	Deliverable Respond to bias events & participate in quarterly meetings with PD.	Leads Jain, Ahluwalia, Felton, Stringer Moore, Rogers	Target Completion Date 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.	Deliverable Planning and selection of recipient of Tom Oye Award.	Leads Jain, Stringer Moore, Rogers	Target Completion Date 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.			
11.27.23: Award winner selected; award to be presented at City Council meeting on December 5, 2023.			

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 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.	Deliverable Report to Council. EEC: Review and comment.	Leads Segall , Ismail, Stringer Moore, Khalifa	Target Completion Date December 2023
4.25.23: Subcommittee met on 4.25.23 to start planning for this work plan.			
7.10.23: The committee had contacted City's Sustainability Manager to discuss work plan and organizations. Committee has determined that organizations would be reached out separately.			
7.27.23: Committee is finalizing interview guide and each committee member has been assigned organizations to interview.			
10.17.23: Subcommittee has begun interviewing organizations and is on track.			
11.14.23: Subcommittee has completed interviews and has begun summarization and report writing.			
11.27.23: Subcommittee has begun report writing. Staff has confirmed subcommittee members can present at the January meeting of the Energy and Environment Commission.			

Initiative # 6	Initiative Type <input type="checkbox"/> Project <input type="checkbox"/> Ongoing / Annual <input checked="" type="checkbox"/> Event Council Charge <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	Deliverable Provide input to staff on planning components of the Juneteenth event.	Leads All	Target Completion Date February 2023
3.28.23: Staff Liaison provided updates of Juneteenth event and planning to HRRC.			
4.25.23: Staff Liaison has provided updates to HRRC during meetings and will provide a debrief opportunity after the Juneteenth Community event has taken place.			
6.27.23: 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. COMPLETED.			

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

11.14.23: 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

4801 West 50th Street

Edina, MN 55424

www.edinamn.gov

Date: December 5, 2023

Agenda Item #: VI.B.

To: Human Rights and Relations Commission

Item Type:
Report and Recommendation

From: Gillian Straub, City Management Fellow

Subject: 2024 Human Rights & Relations Commission Work
Plan Introduction

Item Activity:
Discussion, Information

ACTION REQUESTED:

None.

INTRODUCTION:

Staff Liaison Straub will introduce the HRRC's 2024 Work Plan. This work plan is being approved at the City Council meeting on December 5, 2023, and staff does not anticipate major revisions.

As each initiative is discussed, Commissioners will identify if they would like to work on particular initiatives and discuss the potential start date for work on each initiative.

Commissioners working on Initiative 6: Days of Remembrance, will provide an update on their work.

ATTACHMENTS:

2024 HRRC Work Plan (pending Council approval)

<input type="checkbox"/>	= commission
<input type="checkbox"/>	= staff

Human Rights & Relations Commission

2024 Proposed Work Plan



1

Initiative Type: Event	Target Completion Date: October/November – Q4	Lead(s): Nelson, Felton, Ismail
Initiative Title: Sharing Values, Sharing Communities Event		
Initiative Description: Determine topic at least four months in advance of the scheduled event. Topic to be mental health, LGBTQIA+ or ageism focused.		
Deliverable: Plan and host event in 2024.		
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 <input checked="" type="checkbox"/> 5: Event		
Budget Required (completed by staff): Yes, funds are available and would be primarily used for marketing the event and booking speakers.		

2

Initiative Type: Project	Target Completion Date: Q4	Lead(s): Rogers, Dawkins, Nelson
Initiative Title: Review bias and discrimination event response.		
Initiative Description: Review and propose update as needed to the bias and discrimination event response in accordance with legislation and best practices. Respond to bias or discrimination events as plan prescribes.		
Deliverable: Reviewed and if needed, propose update of bias and discrimination event response.		
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		
Budget Required (completed by staff): Funds are not needed.		
Liaison Comments: Recent Minnesota legislative changes to the definition of bias and discrimination events necessitate a review of the current event response plan to ensure compliance and coordination of response with the new definition.		

3

Initiative Type: Project	Target Completion Date: Q4	Lead(s): Khalifa, Rogers
Initiative Title: Build connections with community organizations and report on community awareness of bias and discrimination event reporting.		
Initiative Description: Engage with organizations to exchange information, assess community awareness and educate on bias and discrimination event process.		
Deliverable: Create standardized presentations and materials for HRRC presentations to community organizations, including on bias and discrimination event response.		
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		
Budget Required (completed by staff): No funds are needed.		
Staff Support Required (completed by staff): Communications will be needed for graphic design support for any materials created.		
Liaison Comments: The HRRC has presented to community organizations in the past about its work; this initiative builds on that and seeks to report on community awareness of bias and discrimination event reporting.		

4

Initiative Type: Ongoing/Annual	Target Completion Date: Quarterly	Lead(s): None needed.
Initiative Title: Engage with Edina Police Dept on bias-related and demographic data.		
Initiative Description: Meet with EPD quarterly on bias-related or demographic data.		
Deliverable: Increased engagement with EPD.		
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		
Budget Required (completed by staff): No funds are required.		
Staff Support Required (completed by staff): The initiative prescribes quarterly meetings with Edina Police Department staff. Staff support from the Edina Police Department will be required to ensure regular, productive meetings.		
Liaison Comments: Staff supports continuation of the regular meetings with the Edina Police Department.		

5

Initiative Type: Ongoing/Annual	Target Completion Date: Dec 2024	Lead(s): Rogers, Stringer Moore
Initiative Title: Tom Oye Award		
Initiative Description: Coordinate and select one recipient for the Tom Oye Award.		
Deliverable: Tom Oye award winner selected and recognized.		
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		
Budget Required (completed by staff): Funds are available, and the budget will be used for marketing the event and award		
Liaison Comments: Staff supports the continuation of the Tom Oye Award, as an opportunity to celebrate human rights work in Edina and honor Tom Oye's legacy. The Tom Oye Award has been awarded since 2010 continuously.		

6

Initiative Type: Event	Target Completion Date: April/May – Q2	Lead(s): Bennett, Felton
Initiative Title: Days of Remembrance Event		
Initiative Description: Coordinate Days of Remembrance to be held in accordance with the national 2024 Days of Remembrance on Monday, May 6.		
Deliverable: Plan and host a 2024 Days of Remembrance 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 <input checked="" type="checkbox"/> 5: Event		
Budget Required (completed by staff): Yes, funds are available and would be primarily used for marketing the event and booking speakers.		
Liaison Comments: The 2023 Days of Remembrance (DOR) event was held in May with the theme of "Never Again." The HRRC has planned and hosted the event for 12 years in various attendance modes such as in-person, hybrid, and virtual.		

7

Initiative Type: Project	Target Completion Date: Q1	Lead(s): Bennett, Nelson
Initiative Title: Review and propose revision of Days of Remembrance resolution		
Initiative Description: Review resolution language for Days of Remembrance and propose changes as needed.		
Deliverable: Reviewed language for Days of Remembrance and potentially proposed changes.		
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		
Budget Required (completed by staff): No funds are needed.		
Liaison Comments: Staff supports reviewing the language for the resolution, as the event is held by the HRRC and changing the language has been discussed for several years. Complete before the event.		

Parking Lot

Evaluate and report on LGBTQIA+ community resources