

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

Wednesday, May 1, 2024
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, March 26, 2024

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. Bias Event Response Plan Proposal
- B. 2024 Work Plan

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: May 1, 2024

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,
March 26, 2024

ACTION REQUESTED:

Approve minutes from the March 26, 2024, meeting of the HRRC.

INTRODUCTION:

ATTACHMENTS:

HRRC Minutes: March 26, 2024



Minutes
City of Edina, Minnesota
Human Rights & Relations Commission

Edina City Hall, Community Room
March 26, 2024, 7 p.m.

I. Call to Order

Chair Khalifa called the meeting to order at 7:09 p.m.

II. Roll Call

Answering Roll Call: Commissioners Khalifa, Rogers, Dawkins, Nelson, Park and Stone.

Staff Present: Gillian Straub, City Management Fellow.

Absent: Commissioners Ismail, Stringer Moore, and Felton; Student Commissioners Borah and Mohamud-Karie.

III. Approval of Meeting Agenda

Motion by Commissioner Nelson to approve the March 26, 2024, meeting agenda, seconded by Commissioner Rogers. Motion carried.

IV. Approval of Meeting Minutes

Motion by Commissioner Nelson to approve the minutes from the February 27, 2024, meeting. Seconded by Commissioner Rogers. Motion carried.

V. Special Recognitions & Presentations

A. New Member Introductions

- New Commissioners Park and Stone introduced themselves to the HRRC.

B. Motions Review

- Staff Liaison Straub reviewed the proper procedure for motions.

VI. Reports/Recommendations

A. Vice Chair Election

- Staff Liaison Straub introduced the role of vice chair and reviewed the voting procedure.

Commissioner Stringer Moore arrived at 7:30 pm.

- Commissioners discussed the two members previously interested in the role, Commissioners Dawkins and Rogers.

Motion by Commissioner Nelson for Commissioner Rogers to serve as vice chair. Seconded by Commissioner Stone. Motion carried.

B. Community Correspondence Discussion

- Chair Khalifa recapped the discussion at the January meeting and presented options for the HRRC.
- Commissioners considered the work involved and process for further examining a land acknowledgement. Commissioners agreed that a land acknowledgement should be considered as part of the 2025 work plan development.

C. Days of Remembrance Resolution Discussion

- Chair Khalifa reviewed the HRRC conversation at the January meeting and explained the effects of changing the resolution. Staff Liaison Straub introduced the relationship between the resolution and the event. Commissioner Nelson introduced his proposed changes.
- Commissioners discussed modernizing the language of the first clause or generalizing it, and they agreed to generalize the language.
- Commissioner discussed what it would mean to add a clause acknowledging continuing acts of bias and genocide.

Motion by Commissioner Rogers to approve the proposed Days of Remembrance resolution with edits to paragraph one as discussed in the meeting and the other proposed changes. Seconded by Commissioner Stringer Moore. Motion carried.

D. Days of Remembrance Event Update

- Commissioner Nelson introduced the work to date, including poster revisions and the program.

VII. Chair and member comments

- Received.

VIII. Staff Comments

- Received.

IX. Adjournment

Commissioner Nelson moved to adjourn the meeting. Commissioner Stringer Moore seconded. Motion carried.

Meeting adjourned at 8:44 pm.



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Date: May 1, 2024

Agenda Item #: VI.A.

To: Human Rights and Relations Commission

Item Type:
Report and Recommendation

From: Gillian Straub, City Management Fellow

Item Activity:
Information

Subject: Bias Event Response Plan Proposal

ACTION REQUESTED:

None.

INTRODUCTION:

Staff has a proposed revision to the bias event response plan. In 2024, staff examined the bias event response plan to ensure it centered those reporting bias events, and it met best practices and statute regarding data collection and privacy. This prompted changes to the bias event response plan, including clear separation of bias offenses and bias incidents, the creation of an internal staff committee to review bias incidents, ensuring the HRRC's role focused on community support and awareness, and a request that the HRRC add additional community resources to the Community Resources Network as part of its 2024 work plan.

Staff requests HRRC feedback on the plan, and the next step is approval from the City Council.

ATTACHMENTS:

Bias Event Response Plan - Proposed Update

Proposed Update Flowchart

INTRODUCTION:

The Edina Human Rights and Relations Commission (HRRC) drafted the Bias Offense Response Plan (the Plan), proposed the Plan to the Edina City Council (City Council), and the City Council adopted the Plan on May 5th, 1997. The City Council directed the HRRC to review the Plan at least once per year and provide recommended amendments as needed. In 2021, HRRC proposed to include the definitions of bias, bias event, bias offense, and bias incident, which align with definition of state statute. With the addition of bias event, the Plan will be referred to as the Bias Event Response Plan. In 2023, the Minnesota State Legislature adopted an expanded definition of bias motivated crimes pursuant to Chapter 52 of Laws of Minnesota 2023, which this revised Bias Event Response Plan incorporates.

DEFINITIONS:

- Bias: A preformed negative opinion or attitude toward a group of persons based in whole or in substantial part on a victim's or another's actual or perceived race, color, ethnicity, religion, sex, gender, sexual orientation, gender identity, gender expression, age, national origin, or disability as defined in section 363A.03, or because of the victim's actual or perceived association with another person or group of a certain actual or perceived race, color, ethnicity, religion, sex, gender, sexual orientation, gender identity, gender expression, age, national origin, or disability as defined in section 363A.03.
- Bias Event: Either a bias offense or a bias incident.
- Bias Offense: As described in Minnesota statutes referenced in Appendix A, conduct that would constitute a crime and was committed in whole or in substantial part on a victim's or another's actual or perceived race, color, ethnicity, religion, sex, gender, sexual orientation, gender identity, gender expression, age, national origin, or disability as defined in section 363A.03, or because of the victim's actual or perceived association with another person or group of a certain actual or perceived race, color, ethnicity, religion, sex, gender, sexual orientation, gender identity, gender expression, age, national origin, or disability as defined in section 363A.03.
- Bias Incident: A bias incident is any actions committed against a person or property motivated in whole or in part by the offender's bias but does not rise to the level of a bias offense.
- Bias Incident Committee: An internal, City of Edina staff committee that may be convened to determine if a substantiated incident is a bias incident.

PURPOSES:

- To establish a procedure for appropriate and timely local responses to bias events thus showing strong community support for people targeted and showing zero community tolerance within the boundaries of the City of Edina.
- To raise awareness in the community about the city's response to bias events.
- To establish a Community Resources Network (Appendix B) to be activated as needed.

PARTNERSHIP:

The HRRC will partner with individuals and organizations in the community to provide timely and meaningful support to those who have experienced a bias event. Local community partners are identified in Appendix B, Community Resources Network.

PLAN:

1. A complaint is made to City staff of a substantiated bias event. Complaints may be made to the Edina Police Department (EPD) through walk ins or to dispatch, to the Diversity, Equity and Inclusion (DEI) Division through the Bias & Discrimination Form, and other staff.
 - a. Any complaint made about City of Edina staff will be handled by Human Resources or through the appropriate channels.
2. Complaints are forwarded to the DEI Division to assess the substantiated event.
3. The DEI Division may confer with other staff and the Police Department. The DEI Division makes a preliminary determination on if the substantiated event is likely a substantiated offense or incident. If likely an offense, see step 4. If likely an incident, skip to step 10.

Steps 4-8 outline the process for substantiated offenses and the EPD role.

4. The DEI Division works with the complainant to report the substantiated offense to EPD.
5. EPD investigates if the substantiated offense is an offense.
6. EPD determines if the substantiated offense is an offense and if it is a bias offense. EPD informs the City Manager and DEI Division of the outcome of the investigation. If it is a bias offense, see step 7. If it is not determined to be an offense or a bias offense, skip to step 10.
7. EPD coordinates criminal charges and reports to the Bureau of Criminal Apprehension.
8. EPD continues contact with the victim and offers support, including connecting the victim with the HRRC. If no HRRC support is required, then the offense is tracked by the DEI Division and reported in aggregate to the HRRC (see step 15).
9. If HRRC support is requested, then EPD informs HRRC of the bias offense at the soonest meeting of the HRRC following the conclusion of the bias offense investigation. See step 14 for HRRC role.

Steps 10-13 outline the process for substantiated incidents.

10. The DEI Division, with the optional assistance of the Bias Incident Committee, investigates if the substantiated event is a bias incident.
11. The DEI Division decides if the substantiated event is an incident and informs the City Manager. If it is an incident, see step 12. If it is not determined to be an incident, skip to step 15. In the rare case where it may be an offense, see step 4.
12. The DEI Division continues contact with the victim and offers support, including connecting the victim with the HRRC. If no HRRC support is required, then the incident is tracked but the DEI Division and reported in aggregate to the HRRC, see step 15.
13. If HRRC support is requested, then the DEI Division informs the HRRC of the incident at the soonest meeting of the HRRC following the determination. See step 14 for HRRC role.
14. HRRC works with the victim to determine a response plan.
15. The DEI Division reports annually, in aggregate, the number, type (offense or incident), and theme of bias events from the previous calendar year.

APPENDIX A:

Minnesota Laws 2023, Chapter 52:

Section 4, amending Minnesota Statutes Section 609.2231, subdivision 4.

Section 5, amending Minnesota Statutes Section 609.2233.

Section 9, amending Minnesota Statutes Section 626.5531, subdivision 1.

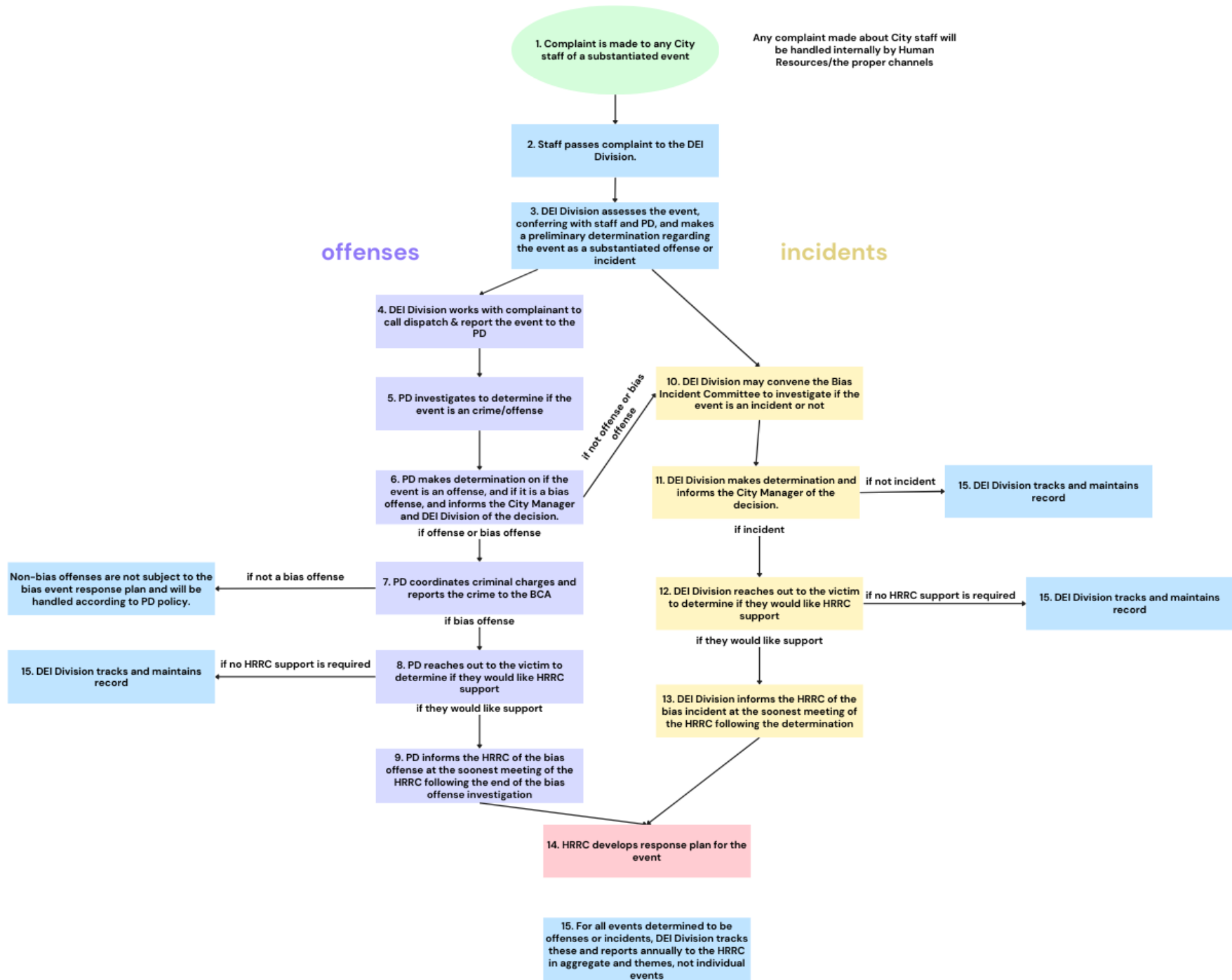
Section 13, amending Minnesota Statutes Section 626.8451, subdivision 1.

APPENDIX B: COMMUNITY RESOURCES NETWORK

| ORGANIZATION | CONTACT | TELEPHONE |
|---|---|------------------|
| Edina Human Rights & Relations Commission | Staff Liaison | 952-826-1622 |
| Edina Police Department | Chief of Police | 952-826-1610 |
| City of Edina | City Manager | 952-927-8861 |
| Edina City Council | Mayor | 952-927-8861 |
| Edina Public School District #273 | Superintendent | 952-848-4000 |
| Richfield Public School District | Superintendent | 612-798-6000 |
| Hopkins Public School District | Superintendent | 952-988-4000 |
| Edina Chamber of Commerce | Executive Director | 952-806-9060 |
| Hennepin County | County Attorney | 612-348-5550 |
| Professional Mediation Organizations | Call the Human Rights and Relations Staff Liaison for resource list | 952-926-1622 |
| Minnesota Department of Human Rights | Commissioner | 651-539-1100 |

Plan Updated History: 1994, 1997, 2003. 2008, 2011, 2014, 2015, 2016, 2017, 2021, 2023

PROPOSED UPDATE FLOWCHART





CITY OF EDINA

4801 West 50th Street

Edina, MN 55424

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Date: May 1, 2024

Agenda Item #: VI.B.

To: Human Rights and Relations Commission

Item Type:
Report and Recommendation

From: Gillian Straub, City Management Fellow

Subject: 2024 Work Plan

Item Activity:
Discussion, Information

ACTION REQUESTED:

None.

INTRODUCTION:

Commissioners will discuss all initiatives on the 2024 work plan. For initiatives 6 and 7, Commissioners will discuss work to date on the Days of Remembrance event and resolution.

For all other initiatives, staff will give an estimated time to begin work and will gauge each commissioner's interest in working on that initiative. During the work planning process, commissioners noted their interest in working on initiatives as follows:

- Initiative 1 - Sharing Values, sharing Communities
 - Nelson, Felton, Ismail
- Initiative 2 - Review bias and discrimination event response
 - Rogers, Dawkins, Nelson
- Initiative 3 - Build connections with community organizations
 - Khalifa, Rogers
- Initiative 4 - Engage with EPD on bias-related and demographic data
 - None needed, staff coordinated
- Initiative 5 - Tom Oye Award
 - Rogers, Stringer Moore

ATTACHMENTS:

2024 HRRC Work Plan



Copy of Human Rights & Relations Commission Work Plan

2024 Commission Work Plans

Jan 01, 2024 - Dec 31, 2024

Report Created On: Apr 18, 2024

Copy of Human Rights & Relations Commission Work Plan

2024 Commission Work Plans

Report Created On: Apr 18, 2024

Gillian Straub

| Plan Label And Number | Description | Tags | Target Completion Date | Deliverable | Status | Last Update Date | Last Update |
|-----------------------|--|------------------------------|------------------------|---|---|------------------|---|
| Commission Name 1.5 | Human Rights & Relations Commission The Commission advises the City Council on matters relating to discrimination and human rights, and organizes educational programs and other community events to highlight and address human rights issues. | | | | Status Pending: 57.14% On Track: 28.57% Completed: 14.29% | | |
| Initiative 1.5.1 | Sharing Values, Sharing Communities Event Determine topic at least four months in advance of the scheduled event. Topic to be mental health, LGBTQIA+ or ageism focused. | Charge 5: Event | Q4 | Plan and host event in 2024. | Status Pending | | |
| Initiative 1.5.2 | Review bias and discrimination event response. 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. | Charge 3: Review & Recommend | Q4 | Reviewed and if needed, propose update of bias and discrimination event response. | Status Pending | | |
| Initiative 1.5.3 | Build connections with community organizations and report on community awareness of bias and discrimination event reporting. Engage with organizations to exchange information, assess community awareness and educate on bias and discrimination event process. | Charge 4: Review & Decide | Q4 | Create standardized presentations and materials for HRRC presentations to community organizations, including on bias and discrimination event response. | Status Pending | | |
| Initiative 1.5.4 | Engage with Edina Police Dept on bias-related and demographic data. Meet with EPD quarterly on bias-related or demographic data. | Charge 4: Review & Decide | Q4 | Increased engagement with EPD. | On Track | Apr 18, 2024 | EPD scheduled to come to the May 28, 2024, meeting of the HRRC. |
| Initiative 1.5.5 | Tom Oye Award Coordinate and select one recipient for the Tom Oye Award. | Charge 4: Review & Decide | Q4 | Tom Oye award winner selected and recognized. | Status Pending | | |

| Plan Label And Number | Description | Tags | Target Completion Date | Deliverable | Status | Last Update Date | Last Update |
|-----------------------|--|---|------------------------|---|-----------|------------------|---|
| Initiative 1.5.6 | Days of Remembrance Event Coordinate Days of Remembrance to be held in accordance with the national 2024 Days of Remembrance on Monday, May 6. | <div>Charge 5: Event</div> | Q2 | Plan and host 2024 Days of Remembrance event. | On Track | Mar 31, 2024 | Commissioners provided feedback on poster and press release and will continue work on the program. |
| Initiative 1.5.7 | Review and propose revision of Days of Remembrance resolution Review resolution language for Days of Remembrance and propose changes as needed | <div>Charge 3: Review & Recommend</div> | Q2 | Reviewed language for Days of Remembrance and potentially proposed changes. | Completed | Apr 18, 2024 | Council approved the resolution at the April 16, 2024 Council meeting. Action complete. Give the nature of the revision - removing any language that would need updating - staff does not recommend reviewing this again in 2025. |