

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Tia Braseth, Planning Coordinator
DATE: December 16, 2019
RE: Human Relations Commission Meeting on December 19, 2019

The next meeting of the Fargo Human Relations Commission will be held on Thursday, December 19, 2019 at 12:00 p.m., in the Commission Chambers at Fargo City Hall. If you are not able to attend, please contact staff at 701.241.1474 or Planning@FargoND.gov.

**HUMAN RELATIONS COMMISSION
Thursday, December 19, 2019 at 12:00 p.m.
Commission Chambers**

AGENDA

1. Welcome & Introductions
2. Approve or Amend Agenda Action Item
3. Approve Minutes..... Action Item
4. Public Comment – Citizens to be heard
5. Presentation: Vince Kempf, Fargo Police Department
6. Sponsorship Request: North Dakota Human Rights Arts Festival.....Action Item
7. Old Business
 - a. Cass County Refugee Resettlement – Statement of Support
 - b. MLK Day Event Planning Update
8. Staff Report
 - a. 2020 HRC Work Plan and Budget Update
 - b. Call for 2020 Speaker Ideas
9. Public Comment – Continued If Needed
10. Next Meeting: February 20, 2020
11. Adjourn

Human Relations Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Thursday at 12:00 p.m. Minutes are available on the City of Fargo Web site at www.FargoND.gov/humanrelations.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Office at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Tia Braseth, Planning Coordinator
DATE: December 16, 2019
RE: Meeting Report

- Item 5. Presentation: Vince Kempf, Fargo Police Department**
Vince Kempf, of the Fargo Police Department, will present about the Fargo Police Department's Community Engagement Team.
- Item 6. Sponsorship Request: North Dakota Human Rights Arts Festival**
A sponsorship request for \$500 has been submitted by The Human Family for the North Dakota Human Rights Arts Festival at the Plains Art Museum from January 9 through January 31, 2020. The sponsorship request is included in the packet.
- Recommended Action: Determine amount to approve for sponsorship request.
- Item 7. Old Business**
- a. Cass County Refugee Resettlement – Statement of Support**
Chair Barry Nelson submitted a signed statement on behalf of the Fargo HRC in support of Cass County continuing to accept refugees. HRC members also attended the Cass County Commission meeting where a vote on resettlement was taken and approved.
- b. MLK Day Event Planning Update**
Planning is well underway for this year's Martin Luther King, Jr. Day celebration, to be held the evening of January 20, 2020. Please mark your calendar and volunteer.
- Item 8. Staff Report**
- a. 2020 HRC Work Plan and Budget Update**
Planning Director Nicole Crutchfield will present a progress update on the 2020 HRC Work Plan and Budget.
- b. Call for 2020 Speaker Ideas**
If you have a suggestion for an individual or organization you would like to hear present at a 2020 HRC meeting, please contact staff.
- Item 10. Next Meeting Date**
There will be no January HRC meeting. The next meeting date will be Thursday, February 20, 2020.

Item 11. Adjourn

Staff expects the regular meeting to be shorter than normal and suggests moving to the main floor of the commission chambers in order to have a working meeting and review the draft work plan strategies.

Attached you will see the strategies you selected at last month's meeting. Staff has taken the liberty to draft the strategies into a draft work plan. This work session's goals are to confirm the wording of the strategies and their outcomes, responsible parties, and timeline for action. See the attached.

Please come to the meeting willing to provide edits and feedback on the draft work plan.

**BOARD OF HUMAN RELATIONS COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday, November 21, 2019

The Regular Meeting of the Board of Human Relations Commissioners of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 12:00 p.m., Thursday, November 21, 2019.

The Human Relations Commissioners present or absent were as follows:

Present: Cheryl Schaeffe, Matuor Alier, Laetitia Hellerud, Adam Martin, Barry Nelson, Hamida Dakane, Cody Severson

Absent: Rachel Hoffman, Abdiwali Sharif-Abdinasir

Item 1. Welcome and Introductions

Chair Nelson welcomed Members to the meeting and introductions were made.

Item 2. Approve Order of Agenda

Member Schaeffe moved the Order of Agenda be approved as presented. Second by Member Alier. All Members present voted aye and the motion was declared carried.

Item 3. Approve Minutes

Member Hellerud moved the minutes of the October 17, 2019 Human Relations Commission meeting be approved as presented. Second by Member Severson. All Members present voted aye and the motion was declared carried.

Item 4. Public Comment

No public comment was provided.

Item 5. Board Member Job Description

Chair Nelson noted that staff shared the Board Member job description at the October meeting for clarity of roles and responsibilities.

Member Schaeffe moved the Board Member job description be approved as presented. Second by Member Hellerud. All Members present voted aye and the motion was declared carried.

Item 6. MLK Day Update

Chair Nelson stated that meetings have been occurring and the program for January 20, 2020 is being finalized. He also noted that the deadline for award application has passed and some wonderful nominations were received.

Item 7. Sponsorship Update: 10th Annual Human Rights Summit

Chair Nelson noted that at the October Human Relations Commission meeting, a sponsorship request was approved for the 10th Annual Human Rights Summit. He provided an overview of the event and thanked the Board for its support.

Members Hellerud, Dakane, and Severson also attended the event and shared their takeaways.

Item 8. New Business

a. 2020 Calendar

Chair Nelson shared that the proposed meeting dates for 2020 are included in the packet and that the Board will continue to meet on the third Thursday on each month.

Item 9. Staff Report

a. Ordinance Updates

Planning and Development Director Nicole Crutchfield provided an update on the ordinance wording addressed at the October meeting, noting that work has begun to update the wording to address gender identity.

b. 2020 Planning Department Work Plan

Ms. Crutchfield provided an overview of the Planning Department top goals for 2020 as it relates to the Boards and Commissions the department oversees. She noted that work is being done to develop one work plan for all the Boards and Commissions.

c. Strategic Planning

Ms. Crutchfield noted work is nearly complete on the strategic plan and recommending moving to a workshop directly after adjournment.

Chair Nelson shared that a main subject addressed at the Human Rights Summit was hunger around the state and lunchroom debt issues. He would like to keep these issues on the radar for the Human Relations Commission.

Ms. Crutchfield stated that this is a larger context issue. She noted in the 5-year consolidated plan the Planning Department will be looking at a needs assessment to identify strategic components to address these issues.

Planning Coordinator Tia Braseth noted the United Way has a current campaign to reduce hunger and they are currently reviewing applications.

Member Severson shared that he was on a panel yesterday for Emerging Prairies, and that it can be seen on their Facebook page.

Item 10. Adjourn

The time at adjournment was 12:27 p.m.

CITY OF FARGO HUMAN RELATIONS COMMISSION

Sponsorship Application

Please complete this application to apply for City of Fargo Human Relations Commission sponsorship funds. You may be contacted by City staff if additional information is required.

The Fargo Human Relations Commission (FHRC) assists in funding events that fit within its mission to encourage acceptance, respect for diversity and eliminate discrimination. If the FHRC commits funds to an event, it should be listed as a sponsor in all publicity. The FHRC will consider written funding requests monthly, with a deadline of the 28th of each month. Applications must include an event budget or detailed description of how funds will be used. While, on average, funding is provided in the amount of \$500 or less, all appropriate funding requests will be reviewed with consideration of FHRC budget constraints and established line items. If you would like more information about the FHRC sponsorships, please contact the Planning and Development Department at 701.241.1474 or Planning@FargoND.gov.

ORGANIZATION NAME: The Human Family

PROGRAM/PROJECT NAME: The North Dakota Human Rights Arts Festival

DATE SUBMITTED: 12-3-19

AMOUNT REQUESTED \$ 500

PLEASE ATTACH A PROJECT SUMMARY, INCLUDING A DESCRIPTION OF WHAT THE FUNDS WILL BE USED FOR (on the back of this page or on another sheet)

BASIC INFORMATION:

Address: PO Box 9468 Fargo, ND 58106

Contact Name: Sean Coffman Phone: (701) 205-0248

Fax: (701) 212-4197 E-mail: sean@human-family.org

Legal structure of organization (ex. non-profit or for-profit, 501(c)(3), etc.) NPO/501(c)(3)

Mission and Actions (What are you planning to do? Please attach additional information if applicable)

See attached

The 2020 North Dakota Human Rights Arts Festival will take place at the Plains Art Museum Thursday, January 9 to Friday, January 31. The festival will travel to Bismarck and Minot following the Fargo premiere. However, this grant application is for costs associated with the Fargo component of the festival.

The art festival is free and open to the public and held in an ADA compliant facility. The North Dakota Human Rights Arts Festival works to create community change through awareness and education. By presenting important human rights, civil rights or social justice issues through art, the festival encourages discussion and engagement around issues and themes that might not normally be a part of mainstream discourse. Ultimately, the festival aims to provide perspective to these issues to audiences who may not have previously had access to those vantage points.

In addition to the open exhibition dates, a free public Artist Reception & Talk is scheduled at the Plains Art Museum for Wednesday, January 22 from 6-8 p.m. The reception provides a forum for the community to interact with and engage with the artists presented at the festival.

For the 2020 festival, a volunteer Jury is currently reviewing the works of 35 local, national and international artists and 22 experimental filmmakers and screenwriters. The selected collection of art and artists to be presented in the exhibition will be announced the week of December 16th, 2019.

In 2019, 450 people visited the Plains Art Museum during the festival, and 50 people attended the public artist reception.

The Fargo Human Relations Commission branding will be utilized on all materials relating to the festival.

Funding provided by the Fargo Human Relations Commission will be used directly to:

- Support marketing and advertising for the festival and artists reception in Fargo (\$300)
- Support costs associated with the free public reception including food and beverage and travel for visiting artists (\$200).

Questions or request for additional information may be directed to Sean Coffman, Executive Director of the Human Family: (701) 205-0248 x101 or sean@human-family.org



**THIRD ANNUAL NORTH DAKOTA
HUMAN RIGHTS
ARTS FESTIVAL**

Human Family



MEMORANDUM

DATE: November 29, 2019
TO: Cass County Commission
FROM: City of Fargo Human Relations Commission
RE: Refugee Resettlement Program

This statement is made on behalf of the Fargo Human Relations Commission to state unequivocally our support of a commission ruling to not only allow, but encourage, the placement of refugees into the county of Cass, the cities of Fargo and West Fargo.

It is understood that refugees who come through the United States Refugee Resettlement Program are fully vetted and are legally allowed to enter the United States.

It is an important statement by our communities that we are welcoming and that this reflects values of generosity, compassion and a sincere desire to help.

As importantly, it is an essential aspect of our communities' ability to continue to grow and prosper. Dozens of businesses within the Cass County area are dependent upon refugees to fill their growing workforce needs. It is not only based upon the need for people, but based on decades of experience where businesses find that refugees newly arrived into the United States provide the skills, the workforce attitudes and loyalty that makes them an excellent resource.

Three years ago, the Fargo Human Relations Commission, at the request of the Fargo City Commission, undertook an extensive nine month study of the impact that refugees have on the community. The results indicated that there is an initial need for investment on the part of the community in terms of financial support, for specialized educational and health care services, but that the positive return to the community in terms of salaries, taxes, properties purchased, businesses begun, was almost immediate and long-term positive impact was clearly demonstrated. Furthermore there was no impact on law enforcement or health care. It was interesting to note that there is a requirement of specialized services in K-12 educational systems, but when one factors in overall immigration patterns, initially resettled refugees factored to be a small percentage of that cost.

We urge the Cass County Commission to vote yes on this continued community tradition.

Thank you,
Fargo Human Relations Commission



MARTIN LUTHER KING JR. DAY CELEBRATION:

REFLECTIONS

ON THE COMMON GOOD

JANUARY 20, 2020 | FARGO THEATRE | 6:30 PM

2020 Work Plan Strategies

The following four strategies identify the results of the priority ranking exercise held at the Human Relations Commission meeting in November. Based on these results, staff proceeded to integrate these into the next level of strategic planning for the creation of a 2020 work plan. The intention of the work plan is to simply layout goals and priorities for the commission. It can be flexible and adaptable throughout the year as guided by the Human Relations Commission and through feedback to staff or the Chair and Vice-Chair of the commission.

Staff offers the attached documents for feedback and confirmation. Concluding the December business meeting, there should be enough time to discuss in a circle format on the floor of the commission chambers for approximately 30-45 minutes. We look forward to building consensus and embarking on our 2020 work in the upcoming year. Please pass along any edits directly to Karin Flom at kflom@fargond.gov. You may bring marked up versions to the meeting on Thursday, or you may edit directly within the word document (attached).

2020 Human Relations Commission Work Plan Goals

The following were identified as priority goals during the October Human Relations Commission meeting. These goals are presented to provide context for the draft strategies in the next section.

Goal 1

Create a more inclusive community via formally protected rights.

Goal 2

Increase and promote diversity, equity, inclusion, and anti-discrimination practices within City government.

Goal 3

Promote and grow community-wide efforts related to advancing diversity, equity, inclusion, and anti-discrimination.

2020 Human Relations Commission Work Plan Strategies

Strategy 1 (Goal 1)

Audit discrimination complaints in order to inventory the procedural steps available to the public leading to an inventory or database in order to obtain data and evidence of discrimination.

Outcomes: A clear process for the public and staff to follow when instances of discrimination occur.

Who: Multiple parties to conduct the work in phases. Conduct the work in subcommittees with volunteers with staff assistance.

Why: Procedurally we need to be able to communicate to public members about the tools we have so that we can better understand roles and accountability. We also need to understand if we need better tools to identify room for improvement or change.

When and How: Through audits and “secret shoppers” we can collaborate with our partners in police, state agencies, federal agencies, local non-profits and citizen groups. Monitor project quarterly. Sub-group meets and collaborates monthly through a board member liaison.

Strategy 2 (Goal 2)

Partner to implement an IDEA (Inclusion, Diversity, Equity and Access) or similar development/assessment tool at the City of Fargo.

What: A bias assessment tool identifies an individual’s and organization’s ability to operate in a multicultural setting and identifies areas for improvement.

Outcomes: Create and advocate for the implementation of an assessment tool for better understanding of where we are with these best practices. This brings forward opportunities for education and awareness. Understanding our evaluation allows us to communicate effectively for the overall betterment of our community and organization.

Who: Invite non-profits, government agencies and experts in our community to introduce these tools and collaborate with city leaders for use within the City of Fargo organization. City staff led in conjunction with board member liaison as champion/leader and city commissioner liaison.

Why: By learning where our barriers are we can identify opportunities for change and improvement for a stable workforce that is representative of the community it serves. It can also be a demonstrative tool for our community partners.

When and How: Invite leaders and knowledge experts in the community and from the HRC to demonstrate these tools to city leadership. Partner with local non-profits, local universities and local employer groups to lead in subject matter. Monitor project quarterly. Sub-group meets or reports back monthly and collaborates back to the HRC through a board member liaison.

Strategy 3 (Goal 3)

Create and adopt an Inclusion and Equity Study

Outcomes: A welcoming and belonging-visioning plan that is created and adopted by year end 2021. The welcoming plan serves as a citizen led strategic plan for confirming a holistic embracement towards citizen belonging and citizen led community development.

Who: Staff led through consultant and academic knowledge experts. Partnering with private foundation sponsorship and national expertise for the purpose of a strategic plan that is representative of community members’ vision for Fargo.

Why: A strategic plan focused on belonging and welcoming provides an opportunity for messaging and communication based on citizen focused needs to align city and public agency with the community-at large.

When and How: Staff will craft a specific work plan through partnership with a consultant. To include creative strategies and unique and customized public engagement. Weekly staff meetings, bi-weekly subcommittee work, and monthly reporting to HRC.

Strategy 4 (Goal 3)

Coordinate with partners to determine future of annual cultural programming and events.

Outcomes: Inventory, schedule and strategize City of Fargo's and HRC's role in cultural programming and annual events. Determine sustainable and adaptable community structures based on standardizing roles (apart from individual personal roles and commitments) as best as possible. Itemize methods for supporting partners for their sustainability as well.

Who: Board member led with staff support. Collaborating with Pangea, Cultural Resources Diversity Center, Police, Fargo Health, State agencies, and other community groups.

Why: Clarify roles of board members, liaisons and community needs as we grow into a larger city with more complex issues. Identify roles for the City, HRC, board member and staff as we collectively serve as partner, leader, or sponsor contemplating the larger metropolitan area and limited resources.

When and How: With a subcommittee of HRC members and staff support identify methodology for evaluating and recommending future structure for considerations. Report monthly or as needed to the HRC. Recommend future changes for consideration in 2020 and 2021.

Goal 1: More inclusive community via formally protected rights				Total votes	Results		Notes	In process	Role/Lead
	# of 1st	# of 2nd	# of 3rd			HRC Budget Impact?			
Strategy 1: Comprehensive non-discrimination law for employment, housing, and public accomodation	2	2	1	13	2	No	Not a clear 2nd		
Strategy 2: Strenghten hate crime enforcement and processing	0	3	1	16	3	No			
Strategy 3: Create a one-stop shop of FHRC resources and services and dissminate in other languages	0	0	3	22	4	Yes	Clear distinction as the lowest priority		
Strategy 4: Audit and improve inventory/database of evidence of discrimination	4	1	1	9	1	?Yes/No	Clear distinction as the priority	N	Separate committee/ Staff Lead
Goal 2: Increase and promote diversity, equity, inclusion, and anti-discrimination practices within City government.									
	# of 1st	# of 2nd	# of 3rd			HRC Budget Impact?			
Strategy 1: Inventory and account for ordinance and policy gaps in the community and City as an employer	3	1	2	10	1	No	Not a clear priority		
Strategy 2: Partner to implement an IDI or similar development/assessment tool.	1	3	2	13	2	No		Y	Separate committee/ Commission lead
Strategy 3: Increase integration of human rights/relations principles into other City projects and activities, and ultimately organizational culture	2	2	2	12	3	No			
Goal 3: Promote and grow community-wide efforts related to advancing diversity, equity, inclusion, and anti-discrimination.									
	# of 1st	# of 2nd	# of 3rd			HRC Budget Impact?			
Strategy 1: Create and adopt an Inclusion and Equity Study	3	0	3	15		?Yes/No	Not a clear priority	Y	Separate committtee - Staff lead
Strategy 2: Coordinate with partners to determine future of cultural programming and events.	1	3	2	15		?Yes/No		Y	Staff/Comm ission
Strategy 3: Send HRC members to different community/govt groups monthly	2	3	1	12		No			
Thought process:									
Look at totals, scoring based on rank (automated weight included)									
Look at difference range									
ID projects that are clear or are in process									
Look at responsibilities of carrying out the outcomes- who the predominate lead will be and how we will organize the project									