

**MEMORANDUM**

**TO:** Fargo Human Relations Commission  
**FROM:** Karin Flom, Assistant Planner  
**DATE:** May 14, 2021  
**RE:** Human Relations Commission Meeting on May 20, 2021

The next meeting of the Fargo Human Relations Commission will be held on Thursday, May 20, 2021 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](mailto:Planning@FargoND.gov).

---

**HUMAN RELATIONS COMMISSION  
Thursday, May 20, 2021 at 12:00 p.m.  
Commission Chambers**

**AGENDA**

1. Welcome & Introductions
2. Approve or Amend Agenda .....Action Item
3. Approve or Amend Minutes.....Action Item
4. Public Comment – Citizens to be Heard
5. Executive Committee Nominations.....Action Item
6. Bias Crime Ordinance Update
7. Presentation: Fargo Youth Initiative
8. Announcements
9. Staff updates (Attachments)
10. Adjourn for work group meetings (Attachments)

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](http://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](http://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. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Individuals wishing to address the commission virtually during public comment must contact the Planning Department in advance at 701-241-1474 for instructions.

## MEMORANDUM

**TO:** Fargo Human Relations Commission  
**FROM:** Karin Flom, Assistant Planner  
**DATE:** May 14, 2021  
**RE:** Meeting Report

---

*As a reminder, the goal of this meeting is for a 30 minute business meeting and to allow for public comment and then to break out into 3 workgroup meetings. The break out meeting are to be conducted within the commission chambers and will each be supported by one staff person.*

**Item 1. Welcome & Introductions**

Chair Matuor Alier will call the meeting to order.

**Item 2. Approve or Amend Agenda**

Chair Alier will seek a motion to approve or amend the agenda.

Recommended Motion: To approve the May 20, 2021 agenda.

**Item 3. Approve or Amend Minutes**

Chair Alier will seek a motion to approve or amend the minutes of the March 18, 2021 Human Relations Commission meeting.

Recommended Motion: To approve the minutes of the March 18, 2021 meeting.

**Item 4. Public Comment – Citizens to be Heard**

Chair Alier will open the floor to public comment. Speakers must state their name and will be limited to two minutes. Comments should not contain profanity or personal attacks. At the chair's discretion, an overall time limit may be placed on this agenda item. If time permits, the chair may choose to call on staff or liaisons to engage in dialog about any of the public comments received.

**Item 5. Executive Committee Nominations**

Members Carolyn Becraft and Barry Nelson served as a nominating committee for the Executive Committee. They will bring forward nominations received for the positions of chair and vice chair. Members may also bring forward any additional nominations during this agenda item. Elections will be held at the June meeting with the executive committee terms to begin in July.

Recommended Motion: To nominate [Individual's Name] for the position of Chair/Vice Chair of the Human Relations Commission.

**Item 6. Bias Crime Ordinance Update**

Nancy Morris from the City Attorney's office will provide an update on the bias crime ordinance efforts at the City of Fargo as well as next steps for the ordinance.

**Item 7. Presentation: Fargo Youth Initiative**

Members of the Fargo Youth Initiative, a board made of high school students from Fargo high schools, will present on their year-long project about equity in schools and strategies for improving equity and belonging.

**Item 8. Announcements**

Chair Alier will open the floor for any announcements from HRC members.

**Item 9. Staff Updates**

This time is made available for any questions for staff or updates to be provided by other departments, such as the Police Liaison officer.

**Item 10. Adjourn for workgroup meetings**

Upon no further business, Chair Alier will adjourn the meeting. After adjourning, work groups will use the remaining time to meet in their subcommittees. Please see memo from staff for an agenda template for your subcommittee meeting.

Space will be made for each group to meet independently. A staff member will attend the subcommittee to be a resource for any questions you may have. The groups are listed below:

Goal 1: Create a more inclusive community via formally protect rights.

Members: Carolyn Becraft, Cody Severson

Goal 2: Increase and promote diversity, equity, inclusion, and anti-discrimination practices within City government.

Members: Matuor Alier, Laetitia Hellerud, Abdiwali Sharif, Ahmed Shiil

Goal 3: Promote and grow community-wide efforts related to advancing diversity, equity, inclusion and anti-discrimination.

Members: Hamida Dakane, Barry Nelson, Cheryl Schaeffe

**BOARD OF HUMAN RELATIONS COMMISSIONERS  
MINUTES**

**Regular Meeting**

**Thursday, March 18, 2021**

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, March 18, 2021.

The Human Relations Commissioners present or absent were as follows:

Present: Matuor Alier, Laetitia Hellerud, Barry Nelson, Cody Severson, Ahmed Shiil, Carolyn Becraft

Absent: Cheryl Schaeffe, Abdiwali Sharif-Abdinasir, Hamida Dakane

**Item 1. Welcome and Introductions**

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

**Item 2. Approve Order of Agenda**

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

**Item 3. Approve Minutes**

Member Nelson moved the minutes of the February 18, 2021 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**

Resident Faith Dixon spoke regarding accountability with the liquor control board, and establishing more penalties, rules, and guidelines regarding underage drinking.

Member Becraft present.

**Item 5. Anti-Bias Ordinance**

City Commissioner Arlette Preston presented a proposed anti-bias ordinance.

Chair Alier read a statement concerning the recent events in Atlanta, Georgia.

Discussion was held on the process of creating an ordinance.

The following residents spoke in favor of an Anti-Bias Ordinance:

Barbara Dunn  
Vanessa Clarke  
Wess Philome  
Cani Aden  
Shamsa Isaak

The Board discussed the importance of having this type of ordinance, expansion of training and reporting, and having clarity in the language of the ordinance.

Ms. Preston noted the language of the ordinance would need to be shaped and presented to the City Commission for approval.

Member Severson moved to support the Anti-Bias Ordinance presented by Commissioner Preston and recommend its approval to the Fargo City Commission. Second by Member Becraft. All Members present voted aye and the motion was declared carried.

**Item 6. Executive Committee Nominating Committee**

Chair Alier provided an overview of the Human Relation Commission by-laws regarding the terms of the Chair and Vice-Chair, and noted Member Becraft has volunteered to serve on the nominating committee.

Member Nelson expressed interest to also serve on the nominating committee.

Member Hellerud moved to appoint Members Becraft and Nelson to serve on the nominating committee for the Human Relation Committee Executive Committee. Second by Member Severson. All Members present voted aye and the motion was declared carried.

**Item 7. Police Liaison Update**

Lt. George Vinson shared that the Fargo Police Department recently held a refresher training on bias crimes and how to identify and report them. He encouraged residents to report any type of incident that may be a hate or bias crime.

Lt. Vinson also provided an update on the Fargo Police Department's development of their Mission, Vision, and Values and shared a brief video of the final product.

Lt. Bill Ahlfeldt was introduced as the new liaison to the Human Relations Commission from the Fargo Police Department.

**Item 8. Legislative Update**

Member Nelson provided an update on recent legislation and encouraged residents to contact their senators and representatives.

**Item 9. HRC Work Group Reports**

No work group updates were presented.

**Item 10. Planning Staff Report**

Chair Alier noted the staff report is included in the packet.

Assistant Planner Karin Flom highlighted that staff is planning for an in-person Human Relations Commission meeting in the month of April.

**Item 11. Announcements**

Member Becraft acknowledged Members Dakane and Hellerud for both being nominated for the YWCA Women of the Year award.

**Item 12. Adjourn**

The time at adjournment was 1:12 p.m.

## MEMORANDUM

**TO:** Fargo Human Relations Commission  
**FROM:** Karin Flom, Assistant Planner  
**DATE:** May 14, 2021  
**RE:** April/May Staff Report

---

This agenda item is an effort to summarize and memorialize issues, concerns, or staff action related to the work of the Human Relations Commission since the last meeting. During the meeting, the Chair may open for discussion or questions concerning these items.

### **1. Local COVID-19 Response**

Planning staff continues to administer funding for several Covid-19 activities, including:

- ESHARA (Ethnic-Self-Help Alliance for Refugee Assistance) vaccine outreach targeted for New American community members;
- Rental assistance program operated by SENDCAA and Presentation Partners in Housing. To get connected to program, call 2-1-1.
- High Plains Fair Housing Eviction Prevention program, as detailed below.
- Family HealthCare Mobile Homeless Health Services
- Extra shelter beds for quarantine/isolation, social distancing, and overflow at the Gladys Ray Shelter Engagement Center, Churches United, and New Life Center

Beginning the week of April 26, Fargo Cass Public Health began hosting COVID-19 vaccine clinics from its main location of 1240 25th Street South, Fargo. Clinics will take place each Tuesday from 8:00 a.m. - 4:00 p.m. and each Thursday from 10:00 a.m. - 6:00 p.m. Walk-ins are welcome at any time during scheduled clinic hours but appointments are strongly encouraged to streamline the registration process. For more information, go to the [Fargo Cass Public Health vaccine webpage](#). According to the ND Department of Health dashboard, over 50% of Fargoans have received both doses of a COVID-19 vaccine.

### **2. Eviction Prevention**

The High Plains Fair Housing Center is now offering an eviction prevention program to income-qualified residents living in Fargo (as well as Grand Forks and Bismarck). If eligible, potential eviction prevention services offered include referral to and help applying for rental assistance programs, assistance in completing the CDC Eviction Moratorium declaration form, and/or connection to a lawyer at no cost for assistance in eviction court. Call the intake line at 701-203-1077 or toll free at 1-866-380-2738.

Legal Services of North Dakota also provides legal assistance to low income and elderly North Dakotans for a variety of matters, including eviction prevention and enforcing protections offered by the CDC's Eviction Moratorium, which is effective through June 30, 2021. If you know of any evictions in North Dakota that do not advise the tenant of their CDC Eviction Moratorium protections, contact Adele Page at [apage@legalassist.org](mailto:apage@legalassist.org) or 1-877-232-5263 Ext. 313.

### **3. Core Neighborhood Plan and Land Development Code Diagnostic**

The Core Neighborhood Plan (CNP) and the Land Development Code (LDC) Diagnostic have reached important milestones. As of writing this staff report, the presentation (and hopeful adoption of the CNP)

was scheduled for City Commission on May 17. For specific information about these activities please contact Aaron Nelson at the Planning Department or visit the department's [website](#) to find the materials.

#### **4. HUD Programs**

The 2020-2024 Consolidated Plan has been accepted and approved by HUD and the 2020 action plan's programs are underway. Our primary focus besides rental assistance is supporting Cass Clay Community Land Trust and Habitat for Humanity with building four new homeowner units. This will be the first time we use HOME funds for this activity.

Another program the City staff is supporting is partnering with developers (including the Fargo Housing Authority) on three new multi-family housing projects that have either broken ground or will be breaking ground this year.

Finally, the City will be receiving additional HUD HOME dollars this fall/winter for homeless assistance-related activities. More information on these funds will become available in the coming months.

#### **5. City of Fargo Director of Diversity, Equity, and Inclusion**

Finalist interviews have been completed, and the position is expected to be filled within the next month.



## MEMORANDUM

**TO:** Fargo Human Relations Commission

**FROM:** Karin Flom, Assistant Planner

**DATE:** May 14, 2021

**RE:** May Work Plan Group Meeting Agenda

---

The Human Relations Commission adopted a new meeting structure at its February 18, 2021 meeting. Beginning in April 2021, meetings will be an hour and a half. Twice a quarter, the full board will meet for 30 minutes and then break out into work groups for one hour. Once a quarter, the full board will meet for an hour and a half. The intent of this longer meeting is to vet ideas or recommendations from the work groups or items that require the input of the whole body.

**The May 2021 meeting format will be the short business meeting (30 minutes) with one hour for the work groups.** Work group meetings will begin after the adjournment of the regular meeting. Members will “break out” into three groups throughout the Chambers.

*For the April meeting we have two objectives: 1) Confirm the goal for the work plan for 2021-2022 and make the goal into an “actionable” goal. 2) Confirm what resources are needed or barriers and obstacles exist. Please ask one person from the group to report back to staff to assemble the information. We’ll report on this at the next executive committee meeting and board meeting.*

Staff have prepared the following worksheet to assist with the first meeting of the work groups under this new format.

### Work Group Agenda

1. **Identify work group chair.** Other commissions have found success with formally identifying a chair for their work group or subcommittee. Please identify one member as chair for each work group by the end of your meeting on May 20. This chair will be asked to support the Chair, Vice-Chair and staff with additional coordination in between meetings.
2. **Confirm whether you want to proceed with focusing on the 2020 Work Plan goal and the corresponding strategy that was identified for your work group. Confirm this is suitable for a 2021-2022 work plan.** Per the 2020 Work Plan these are as follows:
  - a. Work Group 1 Goal: Create a more inclusive community via formally protected rights  
Strategy: Evaluate options for improving the City’s discrimination complaint process
  - b. Work Group 2 Goal: Increase and promote diversity, equity, inclusion, and anti-discrimination practices within City government.  
Strategy: Evaluate options for the City to implement a Bias Assessment Tool
  - c. Work Group 3 Goal: Promote and grow community-wide efforts related to advancing diversity, equity, inclusion, and anti-discrimination.

Strategy: Evaluate options for the City's strategic involvement in programming and events

Strategy: Adopt a community-wide Welcoming Plan.

3. **If yes**, then proceed with completing questions below as outlined for your goal and strategy in the 2020 Work Plan.
  - a. Can you turn this goal into a S.M.A.R.T. goal? (Strategic, Measureable, Actionable, Realistic, and Time sensitive?)
    - i. What is a feasible timeline for completing the items?
    - ii. What does the outcome or action look like?
    - iii. How do we know we're successful?
    - iv. What barriers do you see in accomplishing this goal?
  - b. Do any of these task items require funding, and/or do you anticipate any of your final recommendations requiring funding? Consider that budget requests for 2022 must be presented by early summer of this year.
4. **If no**, then what is the alternate strategy or goal do you want to focus on? Does it align with your current goal, or do you want to propose a different goal altogether for the Work Plan? Why is this strategy or goal preferred over the one identified in the 2020 Work Plan? (If changes are needed, ultimately the full HRC will be asked to vote on this at a future board meeting?)

After confirming your goal and strategy, consider taking steps to answer the following:

- a. What specific Problem does your strategy or revised goal address? What is evidence that the Problem exists?
- b. What are several specific solutions or action steps that would address the Problem/strategy that the City could implement or influence?
- c. Which of these solutions should be prioritized the highest, and why?
- d. To answer these questions, who must we contact for technical assistance? (e.g. expert knowledge, City of Fargo organizational knowledge, historical context and evidence of the problem, etc.)