

MEMORANDUM

TO: Native American Commission
FROM: Tia Braseth, Community Development Coordinator
DATE: December 2, 2019
SUBJECT: Fargo Native American Commission Meeting

The next meeting of the Fargo Native American Commission will be held on Thursday, December 5 at 12:00 p.m. in the Commission Chambers at **NEW** Fargo City Hall. If you are not able to attend, please contact staff at 701.241.1474 or Planning@FargoND.gov.

NATIVE AMERICAN COMMISSION Thursday, December 5, 2019 Commission Chambers AGENDA

1. Welcome and Introductions
2. Prayer
3. Approve Agenda & Minutes Action Item
4. Sponsorship Request: Missing & Murdered Indigenous Women, Amanda Vivier Action Item
5. Old Business
 - a. Bylaws Update Action Item
 - b. Elections Action Item
 - c. Winter Powwow – January 11, 2020 Action Item
 - d. Sponsorship Request: Youthworks Native Youth Circle Action Item
 - e. FM Native Programs Consultant
6. Public Comment
7. Announcements
8. Staff Report
 - a. Budget Exercise
 - b. Sweat Lodge Update
9. Next Meeting – February 6, 2020

Native American 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 Tuesday at 8:00 p.m. and Thursday at 5:00 p.m.

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.

Minutes are available on the City of Fargo Web site at <http://fargond.gov/city-government/boards-commissions/native-american-commission>.

BOARD OF NATIVE AMERICAN COMMISSIONERS MINUTES

Regular Meeting:

Thursday, November 7, 2019

The Regular Meeting of the Board of Native American Commissioners of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 12:00 p.m., Thursday, November 7, 2019.

The Native American Commissioners present or absent were as follows:

Present: Sharon White Bear, John Strand, Anna Johnson, Lenore King, Rebecca Knutson, Chalsey Snyder, Heather Keeler, Whitney Fear (via conference call)

Absent: Guy Fox

Item 1. Welcome and Introductions

Chair White Bear welcomed Members to the meeting and introductions were made.

Item 2. Prayer

Member White Bear led the Board in Prayer.

Item 3. Approve Order of Agenda & Minutes

Member Knutson moved the Order of Agenda and the minutes of the October 3, 2019 Native American Commission meeting be approved. Second by Member King. All Members present voted aye and the motion was declared carried.

Item 4: Presentation: Musical Bridges, Lisa Parrish

Lisa Parrish, Musical Bridges, gave a brief presentation of the Musical Bridges program sharing its background, and goal to bridge cultures through music and interactive learning. She noted a goal to work together to advance understanding and unity with the Native American community.

Discussion was held regarding locations the program is already happening, the curriculum, cost of the program, and how sensitive subjects are addressed in a respectful way.

Item 5. Events Update

a. Indigenous Peoples Day

Member King shared the events of the day were successful and there was good turnout.

Member Keeler noted that approximately 700 people were reached throughout the day and the events of the day were nicely blended between Fargo and Moorhead.

Board Members shared their experiences of the event, noting highlights of the lunch and learn and evening powwow.

b. Native American Heritage Month Event Series

Member King provided an overview of the events scheduled throughout the month at the Fargo Public Library.

Claire Erickson, NDSU student, shared that there will be a National Native American Heritage Month luncheon and discussion held on November 18 from 12:00 – 1:00 p.m. in the Mandan Room, Memorial Union, North Dakota State University.

c. Winter Powwow

Planning and Development Director Nicole Crutchfield noted staff is looking for direction from the Native American Commission of how to proceed with this event. She shared options of a possible partnership with FM Crossroads, having a volunteer-driven event, or not holding the event in 2020. She noted staff recommends partnering with FM Crossroads, and that the Fargo Civic Center has been reserved for January 11, 2020.

Discussion was held noting that Board Members would like to see FM Crossroads represented at a meeting to discuss the event. Feedback was also given on the event date of later in January instead of New Year's Eve, the importance of continuing to hold this Powwow event, and the need for the Native American Commission to provide partnership opportunities with other entities in the community to build good relations.

Ms. Crutchfield shared the Board will need to designate 1-2 Members to take the lead with this event. She stated that in the past this event was led by the Native American Center.

Chair White Bear stated the importance of holding this drug and alcohol free event, and having it end earlier in the night was successful last year and allowed for better attendance from elders and young children.

Member Keeler volunteered to serve on the planning committee, and Member Fear shared that she will co-lead. Ms. Crutchfield noted that she will coordinate with Member Keeler and Fear for logistics.

Item 6. New Business

a. 2020 Calendar

Ms. Crutchfield provided an overview of the 2020 meeting dates.

Chair White Bear stated that there will not be a January meeting.

b. Elections

Chair White Bear noted that Member King who is the current Vice Chair will be the Chair on January 1, 2020. She stated the Board will need to nominate a new Vice Chair and Treasurer per the Native American Commission Bylaws.

Ms. Christie clarified that to be consistent with the City's other Boards; staff is recommending removing the Treasurer position when updating the bylaws.

Chair White Bear stated that Members should be thinking of whom to nominate for Vice Chair, and that the Treasurer position will be addressed with the Bylaws.

c. Bylaws Updates

Chair White Bear noted the need to be reviewed and that Board Members should submit any changes or solutions to be considered.

d. FM Native American Programs Center Consultant

Ms. Christie noted the Board was provided with laydown items that included a consulting agreement and resume of the selected consultant for the FM Native American Programs Center, Chalsey Snyder, to get the groundwork established for the Center.

Discussion was held regarding if conflict of interest was an issue with this selection. Ms. Crutchfield noted that this is a temporary contract position and that Ms. Snyder's skill set was most suited to get this program up and running.

Chair White Bear confirmed this is a short time position and the goal is to select a director.

Member Strand moved to have Member Snyder abstain from voting on this issue. Second by Member Knutson. All Members present voted aye and the motion was declared carried.

Member Fear moved to approve the contact as presented. Second by Member Knutson. On call of the roll Members Strand, Johnson, Keeler, Knutson, King, Fear, and White Bear voted aye. Absent and not voting: Member Fox. Member Snyder abstained from voting. The motion was declared carried.

Item 7. Public Comment

No public comment was provided.

Member Strand absent.

Item 8. Announcements

Member Fear shared that December 21 is National Homeless Persons Memorial Day and for Board Members to save the date for a walk and event to be held. She noted that more information will be provided once available.

Item 9. Staff Report

a. Upcoming Speakers

Ms. Christie shared that a representative from MMIIW (Missing, Murdered, and Indigenous Peoples) will be speaking at next month's meeting, and a representative from Lightspring will be presenting in early 2020.

Member Keeler absent.

b. 2020 Work Plan

Ms. Crutchfield stated the Planning and Development department is preparing a work plan for 2020 projects that is included in the packet, and would like to receive feedback from the Native American Commission.

Item 10. Next Meeting – December 5, 2019

The time of adjournment was 1:10 p.m.

MEMORANDUM

TO: NATIVE AMERICAN COMMISSION
FROM: TIA BRASETH, PLANNING COORDINATOR
DATE: December 2, 2019
SUBJECT: MEETING REPORT

- Item 4. Sponsorship Request: Missing and Murdered Indigenous Women, Amanda Vivier**
See attached sponsorship request. Amanda Vivier will present of Missing and Murdered Indigenous Women and its February 14, 2020 rally/march. Due to no January meeting, the request has been expedited to be discussed and tentatively approved at this meeting.

Recommended Action: Determine amount to approve for sponsorship request.

Item 5. Old Business

- a. Bylaws Updates** – See attachment. Current NAC bylaws include a Treasurer position as part of executive committee, however this is not typically a position held in city boards and commissions. It was likely carried over from when the Native American Commission provided oversight to the Native American Center. Staff is recommending removing it; all spending in 2020 would follow City purchase policies or be brought forward to the full commission.

Recommended Action: Update bylaws to remove the Treasurer position as presented. Conduct more thorough bylaws review in 2020.

- b. Elections** – Staff served as the nominating committee for elections this year. The Vice Chair will serve a one-year term then become Chair the following year, per bylaws.

Recommended Action: Confirm nominations and take action on Vice Chair.

c. Winter Powwow – January 11, 2020

See attachment. The winter powwow planning committee has identified First Nation Electric to serve as the fiscal agent for this event. In order for them to access funds before the event, an agreement is required to be approved.

Recommended Action: Approve the agreement as presented.

d. Sponsorship Request: Youthworks Native Youth Circle

See attachment. In October, Sheyenne Puetz of Youthworks presented on behalf of this sponsorship request, and it was tabled due to lack of 2019 funding.

Recommended Action: Approve \$1,000 sponsorship to be paid out of 2020 budget.

Item 9. Staff Report

- a. Budget Exercise** – See attached exercise. Please turn in your rankings at the end of the meeting.
b. Sweat Lodge Update



CITY OF FARGO NATIVE AMERICAN COMMISSION

Sponsorship Application

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

The Fargo Native American Commission (NAC) assists in funding events that fit within its mission to work together to strengthen the Native American Community to promote understanding, recognition and respect for Native American cultures and to enrich the whole community. If the NAC commits funds to an event, it must be listed as a sponsor in all publicity. The NAC will consider written funding requests monthly, with a deadline of the 1st of each month, and will make decisions with consideration of budget constraints and established budget line items. Priority will be given to organizations/events who have not received funding in the same calendar year. If you would like more information about NAC sponsorships, please contact the Planning and Development Department at 701.241.1474 or Planning@FargoND.gov.

ORGANIZATION NAME: Murdered Missing Indigenous Women

PROGRAM/PROJECT NAME: FEBRUARY 14TH 2020 RALLY/MARCH

DATE SUBMITTED: DECEMBER 2ND 2019

AMOUNT REQUESTED: \$ 1000.00

Date of event: 2/14/19

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

BASIC INFORMATION:

Address: 704 1st Ave North Fargo Plains Art Museum

Contact Name: Amanda Vivier Phone: 2187904891

E-mail: mmiwtffm@gmail.com

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

Mission and Actions: In one or two sentences, what are you planning to do? Please attach additional information as applicable.

The mission of the Missing and Murdered Indigenous People Task Force of Fargo-Moorhead is to prevent further tragedies from occurring. We will work to build a safer community through education and partnerships. Our values are rooted in peace, dignity and respect for one another. The families of missing and murdered indigenous people guide our mission. We work to amplify their voices and to promote healing within our communities.

Our plan is to continue raise awareness annually through this event. We work to prevent further MMIP cases and to amplify the voice of the families directly amplified

By-laws

Article 1. Name

City of Fargo Native American Commission

Article 2. Purpose

Mission: The mission of the Native American Commission (NAC) is to work together to strengthen the Native American community in order to promote understanding, recognition, and respect for Native American cultures and enrich the whole community.

Article 3. Membership

- A. Nine members consisting of seven representatives of the local Native American community as well as a representative of the Fargo City Commission and a representative of the Fargo Public Schools Board of Education
- B. Appointments are made by the Mayor of Fargo
- C. The commission is charged with developing recommendations for City participation in Native American projects/programs, identifying Native American assets, evaluating existing information on local Native American assets and needs, and providing oversight to city-funded Native American projects/programs/facilities.
- D. Interested applicants may contact the City of Fargo for application procedures and deadlines
- E. Terms of members
 - a. June 2006 members shall serve terms as specified by the Mayor
 - b. Subsequent appointments for membership shall be for three years
- F. Vacancies
 - a. The Mayor shall appoint a replacement when a vacancy occurs and that appointment shall serve to complete the term that becomes vacant.
- G. Duties of members
 - a. Serve on two NAC's standing committees
 - b. Attend regular and special meetings of the NAC
 - c. Follow guidelines of job description
- H. Removal of membership
 - a. A two-thirds vote for recommendation of removal of an officer is needed. Once a recommendation of removal is attained it would be sent immediately to the Mayor of Fargo for consideration.

Article 4. Officers

A. List of Officers

- a. Chair
- b. Vice-Chair
- c. ~~Treasurer~~

B. Method of selection

- a. Election from Native American Commission membership

C. Duties of each officer

- a. Chair - preside over regular meetings, send meeting agenda three days prior to meeting; notify members of meeting date, time, and location three days prior to meeting date.
 - 1. Cultural Planner (or other designated City of Fargo staff employee) shall assist the Chair in pre-meeting duties such as but not limited to disseminating the meeting agenda to appropriate members, and notification of members regarding meeting date, time, and location.
- b. Vice-Chair - preside over meetings in the absence of the Chair, coordinate the storing and distribution of NAC records, coordinate minute taking at regular and special meetings of the NAC.
- c. ~~Treasurer report to the Commission on the NAC budget activities and coordinate budget activities with City of Fargo officials~~

D. Terms of Officers

- a. Chair will serve for one year
- b. Vice-Chair will serve for one year
- c. ~~Treasurer will serve for one year~~

E. Method of filling vacancy

- a. Vice-Chair will become Chair of Commission for the following year
- b. A Vice-Chair will be elected by NAC members
- c. ~~A Treasurer will be elected by NAC members~~

F. Removal of officers

- a. A two-thirds vote for removal of an officer is needed

Article 5. Meetings

A. Regular:

- a. All NAC members and the public will be notified at least three days in advance of a regular meeting of the NAC. The notice will include date, time and place.

- b. An agenda will be sent to commissioners at least three days prior to a meeting and will include usual order of business with time for public comment period at a specified time
- B. Special meetings
 - a. A chair or a majority of the NAC may call a special meeting
 - b. All NAC members and the public will be notified at least three days in advance of a special meeting of the NAC. The notice will include date, time, and place.
 - c. An agenda will be sent to commissioners at least three days in advance of a special meeting and will include usual order of business with time for public comment period at a specified time
- C. Quorum
 - a. A total of five (5) NAC members shall be present
- D. Public Comment Period
 - a. The time allowed for public comment at Commission meeting shall be limited to five (5) minutes per person, at the end of the meeting.
 - b. The time allocated for comment will be kept by a person designated by the commission.
 - c. The person(s) choosing to speak at the meeting shall be succinct, to the point, and have their remarks prepared within the guidelines accented by the NAC.
 - d. This limit shall remain within a reasonable time for public broadcast on local television.
 - e. The Commission does not specifically support any comment provided by a member of the public without due consideration, and by a vote of the majority of the commission at a later date.
 - f. The commission reserves the right to end any person's comment due to time constraints.
- E. Reschedule and/or Cancellation of Meetings
 - a. If an upcoming meeting is known to be unable to achieve a quorum, the meeting must be scheduled for a later date within the same month.
 - b. Upon recommendation the three officers must agree to cancel the meeting.
 - c. If no officers are available, process of rescheduling the meeting is left to the most senior member of the NAC.
 - d. In the event this cannot be accomplished, the meeting can be cancelled.

Article 6. Committees

A. Standing committees:

- a. Each committee must include NAC members, who shall be the majority, and others representing the interests of the NAC.
- b. Committees will report back to the full NAC monthly

- c. No action may be taken at standing committee meetings, unless previously approved by NAC at large meetings. Any recommendations for action outside previous approval must be brought before the NAC for discussion/vote.
- d. Approved Native American Commission Committees:
 - 1. Finance
 - 1. Three NAC members, including the Chair shall develop an annual budget for NAC activities to be brought before the NAC for a vote before the beginning of the new fiscal year
 - 11. Recommendations for budget requests must be reviewed by committee before a vote for the NAC at large
 - m. Vacancies shall be appointed by the NAC Chair.
 - 2. Roles and Responsibilities
 - 3. Sweat Lodge
 - 4. Public Relations
 - 5. Health and Wellness
 - 6. Education
 - 7. Special Projects
- e. The NAC Goals will determine standing committees
 - 1. The NAC Membership on committees shall be determined by the Native American Commission

Article 7. Amendments to bylaws

- A. Recommended amendments to these by-laws shall be presented at a NAC regular meeting 30 days prior to a vote on the recommended amendment.
- B. Each member shall consider the amendment in written form.
- C. A majority vote of the NAC members at a regular meeting shall constitute an amendment to the by-laws.

Article 8. Dissolution

- A. The City of Fargo may dissolve the Native American Commission according to City policy.

By-laws of the City of Fargo Native American Commission were approved by the Native American Commission at a regular meeting on Thursday, June 14, 2007.

Revised and approved September 11, 2008

Revised and Approved June 13, 2013

AGREEMENT FIRST NATION ELECTRIC

CITY OF FARGO PLANNING DEPARTMENT FUNDS - 2019

I. Agreement

This agreement, made and entered into this 5th day of December, 2019 by and between the *City of Fargo* (City) and **First Nation Electric** (Recipient) is made to enable the Recipient to undertake certain activities with the 2019 City of Fargo Planning funds as described in the Statement of Work. Therefore, the City and the Recipient agree as follows:

II. Authority

The North Dakota State Constitution (Chapter X) and the ND Century Code (*40-05-01(75)*) give the City the authority to grant funds to private entities for “reasonable support of the poor” and “encouragement of the arts” activities.

III. Statement of Work

Support event planning and hosting for the annual free community winter powwow at the Fargo Civic Center on January 11, 2020.

Provided that the activities authorized under the statement of work and contract signed by the Recipient are eligible expenditures of Fargo Native American Commission funds, the City agrees to provide an amount not to exceed \$6,400.00. Funds shall be disbursed upon presentation of a signed agreement and as authorized by the Native American Commission.

IV. Responsibility of the City

The City shall designate representatives of the Fargo Planning and Development Department who will be authorized to make all necessary decisions required in connection with the execution of this agreement and disbursing funds in connection with the program.

V. Term of the Agreement

The terms of this agreement shall be for 90 days.

VI. Assurances

The Recipient agrees to use City of Fargo Planning funds for the purposes authorized by the Fargo Native American Commission. This agreement may be terminated if the Recipient materially fails to comply with any term of the agreement. In the event that this Agreement is terminated for non-compliance, the Recipient may be required to repay funds that have been invested in the project.

VII. Monitoring and Evaluation

The City reserves the right to monitor and evaluate the progress and performance of the Recipient to assure that the terms of this agreement are being satisfactorily met in accordance with the City. The Recipient shall cooperate with the City relating to such monitoring and evaluation.

The Recipient will provide the City with benefit information at the end of the year (Exhibit “A”).

The provisions as set forth in Items I-VII, and the attachment, constitute the agreement between the parties.

FIRST NATION ELECTRIC

CITY OF FARGO

Fauntel Deshayes, Business Manager

Nicole Crutchfield, Planning Director

EXHIBIT "A"

CITY OF FARGO
CITY OF FARGO PLANNING FUNDS
REPORTING PERIOD
January 1, 2019 – March 1, 2020

Benefit Information

As a recipient of City of Fargo Planning funds, you are required to submit the following information to the City reporting purposes.

Business Name _____

Number of people who attended your event _____

Please summarize your accomplishments and how the funds were used.



**CITY OF FARGO
NATIVE AMERICAN COMMISSION**

Sponsorship Application

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ORGANIZATION NAME: YOUTHWORKS
PROGRAM/PROJECT NAME: NATIVE YOUTH CIRCLE
DATE SUBMITTED: 8-29-19
AMOUNT REQUESTED: \$ 1,000

Date of event:

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

BASIC INFORMATION:

Address: 317 UNIVERSITY DR S FARGO, ND 58103
Contact Name: SHEYENNE PUETZ Phone: 701-232-8558
Fax: 701-532-6121 E-mail: spuetz@youthworks.org
Legal structure of organization (ex. Non-profit or for profit, 501(c) (3), etc.) Nonprofit

Mission and Actions: In one or two sentences, what are you planning to do? Please attach additional information as applicable.

Develop a safe and culturally relevant space for Native youth to connect with peers, community members and Youthwork staff by meeting 1-2 times per month to engage in Native activities and teachings.

N8V Youth Circle Project Summary

The project we would like additional funding for is called N8V Youth Circle, and it will meet 1-2 times a month at Youthworks. This project has been developed and will be operated by 3 Native American members of the Youthworks staff. N8V Youth Circle will partner with adults in the local Native American community to pass along cultural knowledge and teachings through art, crafts, cooking, and stories. This project will provide a safe and culturally relevant space for Native American youth ages 12-21 in the Fargo-Moorhead area.

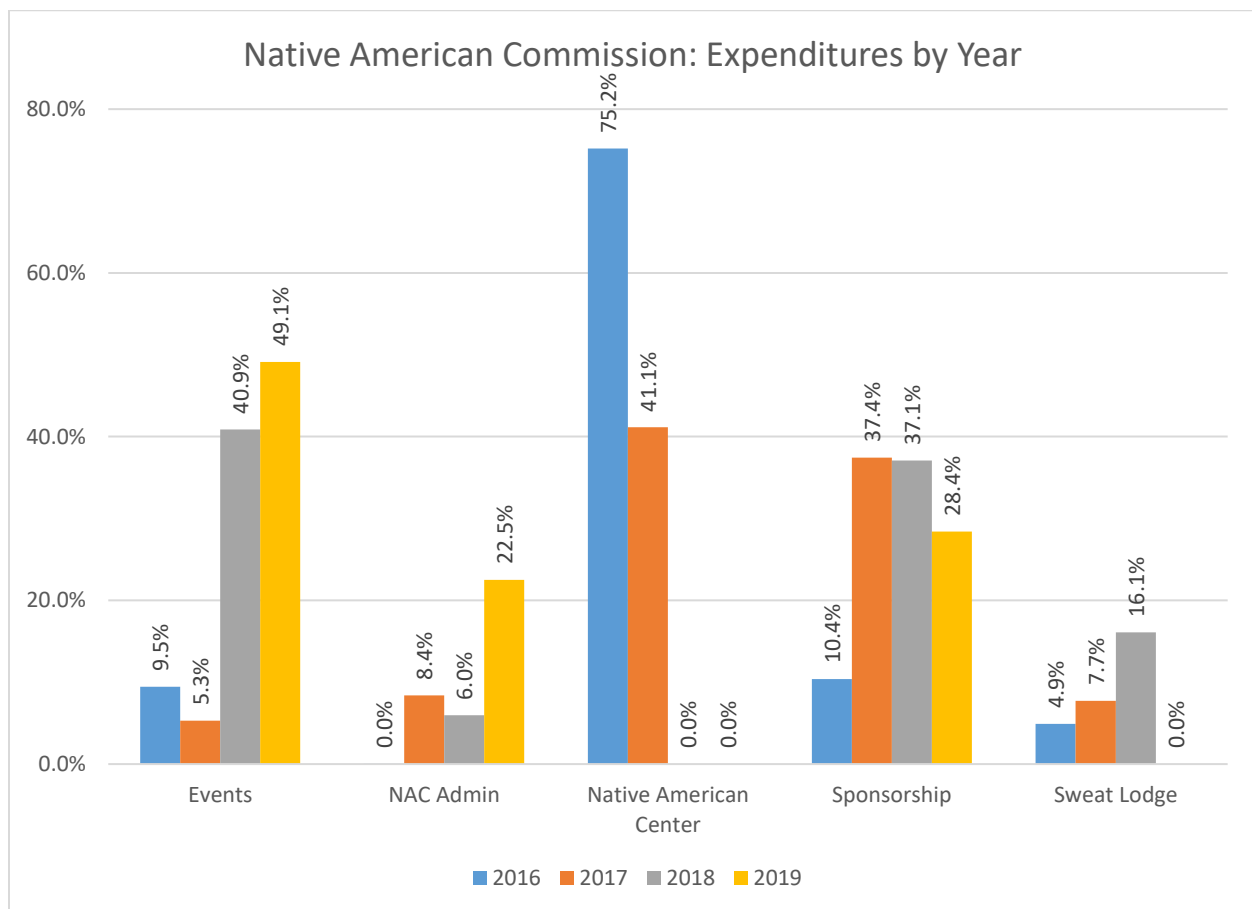
We have secured a grant to cover the cost of art and craft supplies as well as a stipend for the speaker/presenter/artist. Youthworks will be funding the other parts of the program, but the amount of available funds is limited. Support from the Native American Commission would help us with our remaining expenses. One of the largest expenses remaining is the cost of food and the cost of paying a community member to prepare the food. Our budget for this is \$3,000 for the 12-month period starting in September.

2020 Budget Priorities Exercise

Historical Analysis of Native American Commission expenditures

The following chart depicts spending and budgeted expenses for 2016, 2017, 2018, and 2019 Native American Commission. The categories are condensed, but can be described as:

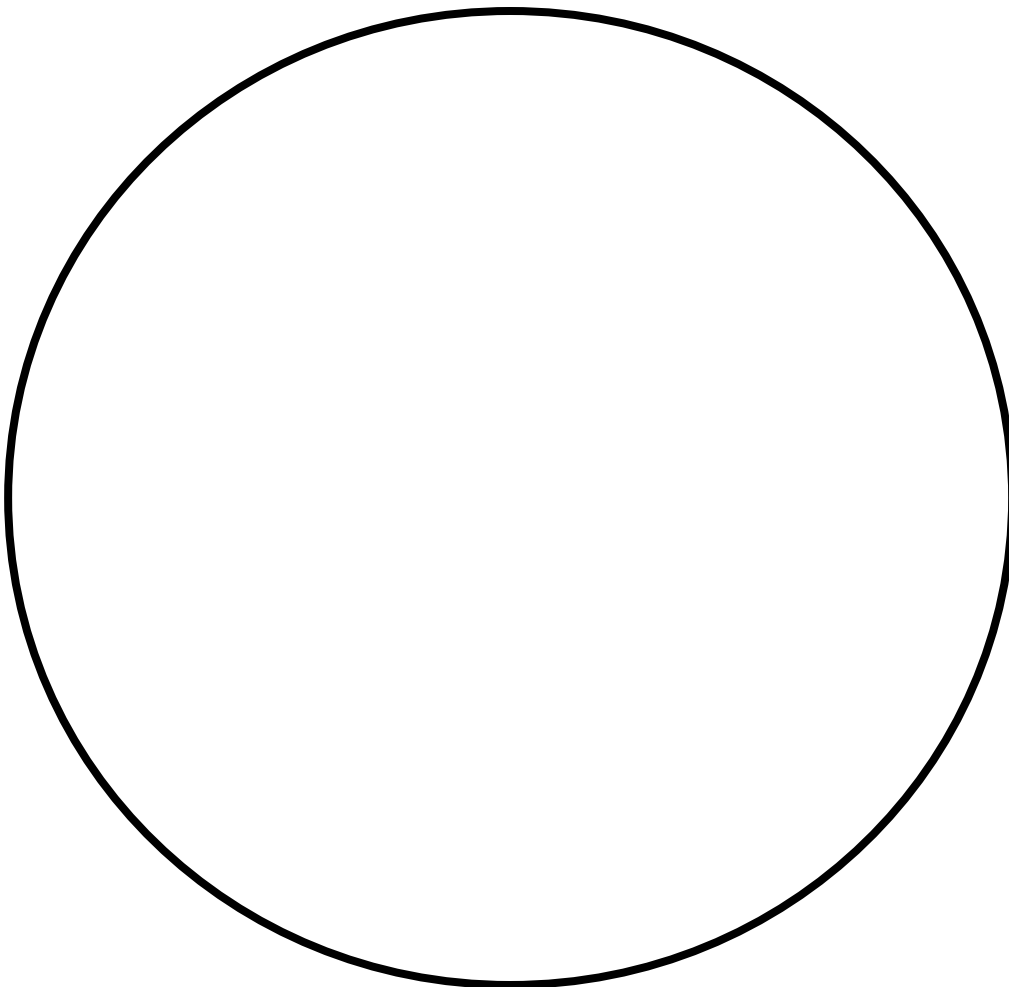
- Events: Events or booths at events where the NAC was a direct funder/organizer/participant. E.g. Indigenous People's Day; Fargo Marathon Booth, August picnic.
- NAC Admin: Travel expenses and registration for NAC members to attend professional trainings; website hosting and domain fees; consulting fees.
- Native American Center: A flat amount given to the Native American Center for operating costs.
- Sponsorship: Money donated by the NAC to events and/or nonprofits and groups in the area with a Native focus. The NAC did not coordinate or directly participate in the events.
- Sweat Lodge: Funds to maintain portable toilets and other basic necessities at the sweat lodge site.



After the closing of the previous Native American Center, this chart illustrates how the Fargo Native American Commission's event expenditures as a percent of its total budget rose considerably

Background: City of Fargo staff would like Native American Commission members to construct their ideal budget. What should the funding priorities be? Assume that the FM Native Programs 501(c)(3) will be fully reactivated by 2020.

Instructions: Write in what percentage you would allocate to each category in the right-hand chart, and/or create a corresponding pie chart with specific %'s. When you are finished, please return it to staff as you leave.



Your Ideal Percent Breakdowns

- _____ %: **Sweat Lodge Operations** (e.g. hiring entity to oversee maintenance and cleaning)
- _____ %: **General Operations for FM Native Programs (501)(c)(3)** (e.g. rent, staffing, etc. for nonprofit to serve as central resource hub – not necessarily events)
- _____ %: **Other Community Events** (e.g. Woodlands and High Plains, Winter Powwow, Crossroads, community picnic, Fargo Marathon event)
- _____ %: **Cultural Education** (e.g. cultural education initiatives for Native and non-Native people)
- _____ %: **Academic Education** (e.g. initiatives toward improving educational outcomes for Native students)
- _____ %: **Housing, Health & Wellbeing** (e.g. MMIW, initiatives to improve the housing conditions, health, and wellbeing of Native people.)
- _____ %: **Innovative/Miscellaneous Sponsorships** (e.g. Trading at the Red River)