



## Human Relations Commission

August 30, 2018

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**The mission** of the Fargo Human Relations Commission is to promote acceptance and respect for diversity and discourage all forms of discrimination

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### Orientation Meeting

#### AGENDA

- 1) Welcome and Introductions
  
- 2) HRC Background/Historical Information
  
- 3) Ordinance: Roles, Responsibilities, and Powers of the HRC
  
- 4) Rules of Order, Communication, & City Process
  
- 5) Current and Ongoing Events
  
- 6) Strategic Planning - Moving Forward

THE CITY OF  
**Fargo**  
FAR MORE 



**FARGO HUMAN  
RELATIONS COMMISSION**



**PLANNING AND DEVELOPMENT**  
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**MEMORANDUM**

**TO: ALL DEPARTMENTS**  
**FROM: ALBERT GIBSON, PLANNING AND DEVELOPMENT DEPARTMENT**  
**DATE: NOVEMBER 27, 2017**  
**SUBJECT: 2018 HUMAN RELATIONS COMMISSION MEETING SCHEDULE**

Listed below are the Human Relations Commission meeting dates for calendar year 2018.

**2018 Meeting Schedule**

<b>Human Relations Commission Meetings</b>
**No Meeting
February 15
March 15
April 19
May 17
June 21
July 19
**August 16
**September 20
October 18
November 15
December 20
Human Relations Commission meetings will be held the 3rd Thursday of the month at 12:00 p.m. in the City Commission Room at City Hall.
*Room subject to change with new City Hall opening.
**Additional Human Relations Events January 15 – Martin Luther King Jr. Day Event August 2 – Night to Unite September 14-23 – Welcoming Week



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## Human Relations Commission Member List

Name	Address	Phone	Email	Term Expiration
Abdiwali Sharif-Abdinisir	3100 33rd Street South, Apt. 108 Fargo, ND 58103	B H (701) 541-7103 M	<a href="mailto:absha4@gmail.com">absha4@gmail.com</a>	7/1/2019
Barry Nelson (Chair)	902 42nd Avenue North Fargo, ND 58102	B (701) 388-6156 H (701) 235-8790 M	<a href="mailto:BNelson371@cableone.net">BNelson371@cableone.net</a>	7/1/2020
Cheryl Schaeffle	3023 Dakota Park Circle South Fargo, ND 58104	B H (701) 306-5845 W	<a href="mailto:cschaeffle@aol.com">cschaeffle@aol.com</a>	7/1/2021
Dave Lanpher	109 6th Ave N Fargo, ND 58102	B (701) 237-5031 H (701) 361-7699 W	<a href="mailto:DaveLanpher@parkcompany.com">DaveLanpher@parkcompany.com</a>	7/1/2020
Hamida Dakane	4802 15th Ave S, Apt 301 Fargo, ND 58105	B H (612) 636-6018 W	<a href="mailto:hamithay@gmail.com">hamithay@gmail.com</a>	7/1/2021
Laetitia Hellerud	624 Main Avenue, Suite 2B Fargo, ND 58103	B H W	<a href="mailto:dearlaetitia@gmail.com">dearlaetitia@gmail.com</a>	7/1/2019
Matour Alier	6074 59th St S Fargo, ND 58104	B (484) 366-3285 H (701) 241-5904 W	<a href="mailto:matuor20@gmail.com">matuor20@gmail.com</a>	7/1/2021
Paul Jensen (Vice Chair)	326 10th Avenue South, Apt. 6 Fargo, ND 58103	B H (701) 212-1231 M	<a href="mailto:pjhrcfargo@gmail.com">pjhrcfargo@gmail.com</a>	7/1/2019
Rachel Hoffman	1015 11th Street South Fargo, ND 58103	B (701) 280-2300 H (701) 491-0533 W	<a href="mailto:rehoffman@gmail.com">rehoffman@gmail.com</a>	7/1/2020

OFFICE OF THE CITY ATTORNEY  
FARGO, NORTH DAKOTA

ORDINANCE NO. 4081

1 AN ORDINANCE ENACTING ARTICLE 15-02 OF CHAPTER 15  
2 OF THE FARGO MUNICIPAL CODE RELATING TO THE CREATION OF A  
3 COMMISSION ON HUMAN RELATIONS

4 WHEREAS, the electorate of the City of Fargo has adopted a Home Rule Charter in  
5 accordance with Chapter 40-05.1 of the North Dakota Century Code; and

6 WHEREAS, Section 40-05.1-06 of the North Dakota Century Code provides that the City  
7 shall have the right to implement home rule powers by ordinance; and

8 WHEREAS, Section 40-05.1-05 of the North Dakota Century Code provides that said  
9 Home Rule Charter and any ordinances made pursuant thereto shall supercede state laws in  
10 conflict therewith and shall be liberally construed for such purposes; and

11 WHEREAS, the City under its Home Rule Charter, desires to create a commission for the  
12 purpose of promoting the acceptance in respect for diversity through various means,

13 NOW, THEREFORE,

14 Be It Ordained by the Board of City Commissioners of the City of Fargo:

15 Section 1. Enactment.

16 Article 15-02 of Chapter 15 of the Fargo Municipal Code is hereby enacted to read as  
17 follows:

18 ARTICLE 15-02  
19 HUMAN RELATIONS COMMISSION

20	Section	
21	15-0201	Creation of Human Relations Commission.
22	15-0202	Number of members--Term of members--Appointment of members--Filling 23 vacancies.
24	15-0203	President of commission--Meetings--Record to be kep.
	15-0204	Goals of the Human Relations Commission
	15-0205	Powers and duties of commission.
	15-0206	Commission advisory in nature.

25 15-0201. Creation of Human Relations Commission.—There is hereby created and  
26 established a body to be known as the Human Relations Commission, whose purpose is to  
27 promote the acceptance and respect for diversity through educational programs and activities and



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1 to discourage all forms of discrimination on the basis of race, color, religion, sex, national origin,  
2 age, the presence of any mental or physical disability, status with regard to marriage or public  
3 assistance, participation in lawful activity off the employer's premise during nonworking hours  
4 which is not in direct conflict with the essential business-related interests of the employer or  
5 sexual orientation.

6 15-0202. Number of Members—Term of Members—Appointment of Members—Filling  
7 Vacancies.—The Human Relations Commission shall consist of nine members, who shall be  
8 appointed by the president of the board of city commissioners, subject to confirmation by the  
9 Board of City Commissioners. The terms of office of such commissioners shall be as follows, to  
10 wit: three members who shall serve until July 1, 2001; three members who shall serve until July  
11 1, 2002; and three members who shall serve until July 1, 2003. At the expiration of the terms of  
12 the members as aforesaid, members shall be appointed for three-year terms. If a vacancy occurs  
13 otherwise then by expiration of a term, it shall be filled by appointment for the unexpired portion  
14 of the term. Notwithstanding the expiration of a member's term, such member may serve until  
15 his or her successor has been appointed and qualified.

16 15-0203. President of Commission—Meetings—Record to be kept.—The Human  
17 Relations Commission shall elect its president for a term of one year from among the appointed  
18 members and shall hold regular monthly meetings. The commission shall keep a record of its  
19 resolutions, findings and the determinations and such record shall be a public record. The  
20 commission may appoint such subcommittees from among the appointed members as it may be  
21 necessary for its work.

22 15-0204. Goals of the Human Relations Commission.—The goals of the Human  
23 Relations Commission are:

- 24
- A. To provide leadership in the areas of civil rights.
  - B. To encourage and educate the public in the promotion of civil rights.
  - C. To identify issues of principal concern to members of the community in the area of civil rights and to recommend priorities and objectives to the board of city commissioners.
  - D. To encourage adherence to federal and state laws regarding civil rights, including Chapter 14-02.4 of the North Dakota Century Code, through education, conciliation and mediation.

15-0205. Powers and Duties of Commission.—The Human Relations Commission shall:

- A. Recommend to the board of city commissioners, from time to time, action and programs in furtherance of the purpose of the Human Relations Commission as described in this article.

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1 B. Consult and advise with public officials and agencies and with private  
2 individuals and organizations to provide education regarding civil rights.  
3 The commission may, in its discretion, assist aggrieved individuals, but  
4 such assistance shall consist of information, guidance and, in its  
5 discretion, conciliation and mediation services.

6 15-0206. Commission Advisory in Nature.—The Human Relations Commission shall be  
7 advisory in nature and shall submit all reports and determinations to the board of city  
8 commissioners of the city of Fargo. Final authority shall be in the board of city commissioners.

9 Section 2. Effective Date.

10 This ordinance shall be in full force and effect from and after its passage and approval.

11   
12 Bruce W. Furness, Mayor

13 Attest:

14   
15 Steven Sprague, City Auditor

16 First Reading: 10-2-00  
17 Second Reading: 10-16-00  
18 Final Passage: 10-16-00





**FARGO HUMAN  
RELATIONS COMMISSION**

## City of Fargo Human Relations Commission

### Bylaws

#### **Article I – Mission Statement:**

The Fargo Human Relations Commission works to promote acceptance and respect for diversity and discourages all forms of discrimination.

#### **Article II – Membership:**

2.1 The Human Relations Commission shall consist of nine members, at least seven of which shall reside in Fargo and any non-resident member should have a significant connection to the City of Fargo.

#### **Article III – Human Relations Commission Meetings**

- 3.1 Regularly scheduled meetings of the Human Relations Commission shall be held monthly.
- 3.2 All Meetings of the Commission will be open to the public as is defined by the North Dakota Open Meeting Law, N.D.C.C. §44-04-17.1 *et seq.*
- 3.3 All meetings shall be governed by Robert's Rules of Order and these bylaws. In the event of an interpretive conflict between Robert's Rules of Order and the bylaws, the bylaws take precedence.
- 3.4 Action by the Commission can only be taken if there is quorum present. For purposes of taking action by the Commission, a quorum shall consist of a majority of appointed members of the commission. [For purposes of meeting the North Dakota Open Meeting Law requirements, a quorum is one-half, or more, of the appointed and seated Commissioners. N.D.C.C. 44-04-17.1subs. 15.]
- 3.5 Decisions of the Commission shall be determined by a vote of the majority of those members present at the meeting.

#### **Special Meetings:**

- 3.6 Special meetings may be convened by the Commission to conduct urgent business to a request by the Mayor or City Commission.



3.7 In addition, special meetings may be called by the Chair, the Vice Chair in the Chair's absence, or upon request of three (3) members of the Commission.

#### **Article IV – Attendance**

- 4.1 Commission members shall attend all meetings. In the event that a member cannot be present, that information shall be communicated to the city staff liaison, at the earliest opportunity.
- 4.2 In the event a member has three unexcused absences within a calendar year, the Commission, by majority vote of the remaining members, may recommend the termination of the appointment of said member to the Board of City Commissioners.

#### **Article V – Amendment of Bylaws**

- 5.1 Proposed amendments to these bylaws may be presented at any meeting of the Commission for consideration at the next regularly scheduled Commission meeting.
- 5.2 The bylaws may be amended by an affirmative vote of a majority of seated members of the Commission and subsequent approval by the Board of City Commissioners.

# FARGO HUMAN RELATIONS COMMISSION

## STRATEGIC PLAN

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**The Mission** of the Fargo Human Relations Commission is to promote acceptance and respect for diversity and discourage all forms of discrimination.

The City of Fargo values human diversity and works to promote equal opportunities in housing, employment, and social climate. The Fargo Human Relations Commission (FHRC) is committed to working in the area of human relations development in the community. The purpose of this document is to provide the FHRC a course of action to best communicate human relations issues to individuals and groups in Fargo.

### Background

In May 2000, Mayor Bruce Furness organized a group of residents for a series of meetings to discuss the need for an organization that would address human relations issues in Fargo. Over that period of time, the study group met with a number of local stakeholders in addition to specialists at the state and national level.

The study group found that a human relations commission in Fargo would be beneficial. On October 16, 2000, the Fargo City Commission created the FHRC to serve as an advisory board to the Fargo City Commission. Shortly after, nine commissioners were appointed and formally met for the first time in November, 2000.

### The Strategic Plan

Outlined in this document are a specific set of objectives and strategies that are built on three main goals:

- 1. Educate the community on civil rights.**
- 2. Measure and monitor community relations and civil rights issues.**
- 3. Encourage adherence to federal and state civil rights laws.**



## **Goal 1: Educate the community on civil rights**

In the metropolitan area there are a number of individuals and organizations that work to provide citizens with the opportunity to live unhampered by unlawful discrimination. The Fargo Human Relations Commission is part of that effort. This seeks to provide all members of the community (including individuals, the business sector, faith community, universities, youth and underrepresented populations) with resources and activities that will strengthen efforts to increase acceptance and build inclusion.

**Objective 1A:** Civil Rights Education. Promote awareness by educating the community on human relations issues and increasing available resources.

- Increase awareness of community civil rights-related events through the distribution of information in the FHRC Website
- Seek out opportunities to provide financial support to locally initiated events and organizations that focus human rights issues
- Continue to focus on pertinent topics, including those that may be periodically revealed in the discrimination complaints

**Objective 1B:** Connecting with the Community. Increase the level of interaction with residents and organizations in Fargo.

- Work with the Red River Zoo and the National Endowment for the Arts to complete the “Under One Sky, United Through Art” project to enhance the zoo’s capacity to strengthen the community through programs focusing on the arts and the region’s cultural heritage
- Collaborate with NDSU on the “Muslim Journeys” project, which utilizes various resources granted to the NDSU Library to reach out to community members and tell the story of the Muslim experience
- Utilize the FHRC Facebook page to solicit and disseminate appropriate information

**Objective 1C:** Events and Activities. Participate in events that emphasize strength in diversity and the positive aspects of the community.

- Sponsor an annual community-wide commemoration on Martin Luther King Jr. Day, and recognize community members’ efforts to embrace diversity and discourage discrimination
- Sponsor, host and attend other community events throughout the year as opportunities arise
- Plan and implement activities associated with Native American Awareness month in November and Columbus Day



## **Goal 2: Measure and monitor community relations and civil rights issues**

Like many other communities in the nation, Fargo is not immune from issues concerning discrimination. It is critical to track instances of discrimination; especially those that may otherwise go unreported. In order to accomplish that goal, the FHRC will routinely measure and monitor community relations and report the status of human relations to the City Commission. This goal seeks to provide a means for gathering and sharing information in order to encourage human relations development in Fargo.

**Objective 2A:** Actively Monitor Civil Rights and Human Relations Issues. Collect and disseminate data that illustrates the state of human relations in the community.

- Seek to create a bridge between area businesses and human rights issues
- Continue the New American Liaison Initiative in an effort to form strong relationships between FHRC members and New American communities
- Continue to receive and monitor discrimination complaints and provide an annual report to the City Commission
- Continue to monitor discrimination complaints using the HRC Inquiry Database and utilize this data (as well as other current information) in quarterly updates to the City Commission
- Provide opportunity for organizations serving the community to update and inform at each monthly FHRC meeting
- Strengthen relationships between the Moorhead Human Rights Commission and the Native American Commission to identify ways to coordinate and collaborate on issues of mutual interest

### **Goal 3: Encourage adherence to federal and state civil rights laws**

The most effective way to address divisiveness is to build coalitions and formulate widespread support for policies that promote inclusiveness. This goal seeks to address the needs of those who are becoming increasingly isolated because of unlawful discrimination. To do this, the FHRC should help to secure effective avenues for community sustainability and adherence to civil rights laws.

**Objective 3A:** Encourage compliance with the Americans with Disabilities Act. Proactively monitor and address ADA issues as they arise in the community.

- Consider the implementation of a liquor license-holder education and “testing” program that would increase restaurant and bar compliance
- Work closely with Freedom Resource Center for Independent Living to monitor and resolve ADA issues

**Objective 3B:** Fair Housing. Address the issue of Fair Housing in Fargo, through education and listening to citizen concerns.

- Assist the High Plains Fair Housing Center develop and promote fair housing training and education opportunities throughout the community

**Objective 3C:** Working with Statewide Partners. Work closely with statewide organizations that are addressing and promoting human rights issues.

- Work to maintain and improve the strong relationship between the FHRC and the North Dakota Division of Human Rights, as well as explore creative ways to collaborate
- Collaborate with the ND Human Rights Coalition on local initiatives that can be applied across the state

**Objective 3D:** Partnering with Youth. Make a proactive effort to partner with young people through events and activities that will empower them to take an active role in sustaining human rights awareness.

- Encourage youth nominations for the annual Human Relations Award
- Work with the Fargo Youth Initiative (FYI)
- Consider initiating other human rights-related activities that involve youth participation, such as an essay or art contest.