

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Tia Braseth, Planning Coordinator
DATE: June 16, 2020
RE: Human Relations Commission Meeting on June 18, 2020

The next meeting of the Fargo Human Relations Commission will be held on Thursday, June 18, 2020 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, June 18, 2020 at 12:00 p.m.
Commission Chambers**

AGENDA

1. Welcome & Introductions
2. Approve or Amend Agenda Action Item
3. Approve Minutes Action Item
4. HRC Member Updates From COVID-19 Closure
5. HRC Statement on George Floyd
6. Future Opportunities to Engage with the HRC
7. Public Comment Opportunity – Citizens to be Heard
IMPORTANT NOTE TO THE PUBLIC: In the event of a larger audience, individuals will be given a two (2) minute time limit per person. The Commission wishes to hear from as many people as possible within the one hour meeting. Next steps for further public comment opportunities will be discussed at the June 18 meeting (see agenda item #8).

Due to social distancing guidelines from the CDC, the City of Fargo has established the following occupancy limits: a maximum of forty (40) members of the public in the Commission chambers and thirteen (13) in the atrium.

Members of the public may present comment in person. To enter City Hall, use the doorbells located near the doors. To comment by phone during the meeting, please contact the Planning Department at 701-241-1474 prior to the meeting.

8. Next Steps – Future Town Halls
9. 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. 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: June 16, 2020
RE: Meeting Report

Item 4. HRC Member Updates From COVID-19 Closure

The last meeting of the Fargo Human Relations Commission (HRC) was February 20, 2020. Chair Barry Nelson will provide updates on the following:

- Bush Fellowships of two HRC members (Vice Chair Matuor Alier and Member Laetitia Hellerud)
- Acknowledgement of Rachel Hoffman's service and expiring term
- Update on COVID-19's impacts and community responses
 - Please see the packet for a staff report from Assistant Planner Catlyn Christie on the Red River Task Force.
- Please see the packet for a written copy of the demands presented at a June 3, 2020 meeting with local Black Lives Matter/One Fargo organizers and officials and staff from the cities of Fargo, West Fargo, and Moorhead.

Time permitting, the Chair may open the floor to Commission members to provide community updates since the last meeting.

Item 5. HRC Statement on George Floyd and Institutional Racism

Chair Barry Nelson will present a statement from the Fargo HRC regarding the murder of George Floyd and the institutional racism locally and nationally.

Item 6. Future Opportunities to Engage with the HRC

The Human Relations Commission was created by the Fargo City Commission on October 16, 2000. Its mission is to promote acceptance and respect for diversity and discourage all forms of discrimination.

To collectively build and realize this future, the HRC wants to hear from you – today and going forward. This may be the first time you are watching a meeting or attending in person. Whether this is your first meeting or not, you are wanted and welcome here. Here are some ways you can engage with the Human Relations Commission.

- Messages for HRC members, or the HRC in general, may be directed at any time to planning@fargond.gov.
- HRC meetings are regularly held on the third Thursday of the month at noon in the Commission Chambers at Fargo City Hall. They are live streamed on the City

of Fargo Facebook page, at <https://fargond.gov/live/access-tv/watch-tv-fargo-56-live>, and broadcast on Channel 56.

- Read and provide feedback on the HRC's 2020 draft work plan, which is included in this agenda packet.

Item 7. Public Comment Opportunity

Chair Barry Nelson will open the floor for public comment. The Fargo Human Relations Commission wants a constructive role in building a just and inclusive community that meets the needs and promotes the safety and well-being of all residents, no matter their race, ethnicity, national origin, religion, sexual orientation, gender identity, or disability.

This meeting is a first step for the Commission to understand its role in this situation. Public comment of any topic will be accepted, but commissioners are particularly holding this as a space for questions you have for governing and policing institutions in Fargo. What do you want to know or understand from these institutions? How should these institutions be held accountable? How should the Human Relations Commission be held accountable?

In the event of a larger audience, individuals will be given a two (2) minute time limit per person. The Commission wishes to hear from as many people as possible within the one hour meeting. Next steps for further public comment opportunities will be discussed at the June 18 meeting (see agenda item #8).

The public is advised that due to social distancing guidelines from the CDC, the City of Fargo has established the following occupancy limits: a maximum of forty (40) members of the public in the Commission chambers and thirteen (13) in the atrium.

Item 8. Next Steps – Future Town Halls

The Human Relations Commission will discuss the need and format for further listening sessions in the coming weeks.

**BOARD OF HUMAN RELATIONS COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday, February 20, 2020

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, February 20, 2020.

The Human Relations Commissioners present or absent were as follows:

Present: Rachel Hoffman, Matuor Alier, Adam Martin, Cody Severson, Barry Nelson

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

Item 1. Welcome and Introductions

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

Item 4 was heard first due to lack of a quorum.

Item 2. Approve Order of Agenda

Chair Nelson noted that Item 5 will be removed from the Agenda.

Member Alier moved the Order of Agenda be approved as presented with Item 5 being removed. Second by Member Hoffman. All Members present voted aye and the motion was declared carried.

Item 3. Approve Minutes

Member Hoffman moved the minutes of the December 19, 2019 Human Relations Commission meeting be approved as presented. Second by Member Alier. All Members present voted aye and the motion was declared carried.

Item 4. Public Comment

No public comment was provided.

Item 5. Presentation: ND Department of Labor & Human Rights, Labor Commissioner Erica Thunder

Item removed from the agenda.

Member Severson present.

Item 6. Presentation: 2020 Census, Planning Coordinators Donald Kress and Tia Braseth

Planning Coordinator's Donald Kress and Tia Braseth gave a brief presentation regarding the census and the importance of all being counted. They noted that

volunteers and paid workers are needed and there is a focus on harder to count populations. More information and FAQ's can be found at www.2020census.gov.

Item 7. January Recap: Commission members and staff

The Board discussed items in the January recap report including accessibility violations at the North Dakota State University (NDSU) Sanford Athletic Health Complex, the Land Development Code Diagnostic Study, and the Native American Commission Sweat Lodge closure.

Inspections Director Bruce Taralson spoke noting that the ADA (Americans with Disabilities Act) is a federal program, not a City program. He stated that the Department of Justice is the enforcer. Mr. Taralson provided a background of the process and items the City looks at for compliance regarding accessibility.

Assistant Planner Catlyn Christie shared the Martin Luther King Jr. Day event was a success.

Assistant Planner Karin Flom noted attachments in the packet regarding landlord risk mitigation as additional information from the conversation at the December Human Relations Commission meeting.

Item 8. 2020 Work Plan

Planning and Development Director Nicole Crutchfield referenced the work plan that was included in the meeting packet. She stated it contains feedback received from the previous strategic planning sessions.

Ms. Flom noted that staff is looking for the Members to review and provide input as to where they would like to personally engage.

Item 9. Adjourn

The time at adjournment was 1:03 p.m.

MEMORANDUM

TO: Fargo Human Relations Commission

FROM: Catlyn Christie, Assistant Planner

DATE: June 16, 2020

RE: Red River Valley COVID-19 Task Force

The Red River Valley COVID-19 Task Force (RRVCTF) is a committee of mayors from City of Moorhead, West Fargo and Fargo, city and county staff members as designated by the public health director, i.e. city staff and public health staff from Cass & Clay counties and their partners at NDSU and Family Healthcare. It is not community groups or members at-large being appointed.

The RRVCTF is focusing on three categories in response to the pandemic:

- Targeted Testing for people who are located in high risk settings (e.g. living or employment areas)
- Quarantine Support for people who need assistance to isolate or quarantine safely and who are in need of basic supports such as financial assistance, food, transportation, child care or shelter.
- Education and Awareness for populations not following mainstream media or news outlets or that have additional barriers to communication networks for factual information.

All three of these categories require county and city staff support, especially from Public Health, Emergency Services, Administration and Planning, who each are working with a network of community partners. The RRVTF is for the coordination of these activities.

In its role, the Planning Department is leading efforts for Quarantine Support and Education & Awareness. To do so, we have been working closely with local non-profits that support New American community members, including the Afro-American Development Association, South Sudanese Lutheran Church, Sudanese Community of Fargo-Moorhead, Somali Community Development, Immigrant Development Center, and New American Consortium for Wellness & Empowerment. We began mobilization on June 1st in response to the state granting funds.

We have shifted much Planning staff time to focus on administering state COVID funds related to Education/Awareness and Quarantine Support, and we are working to formally contract and fund with local non-profits and health agencies to deliver quarantine support and educational services in the near future. To support our non-profits, we imagine another 2-3 months for full mobilization.

MEMORANDUM

TO: Fargo Human Relations Commission

FROM: Tia Braseth, Planning Coordinator

DATE: June 16, 2020

RE: June 3, 2020 demands from Black Lives Matter/One Fargo

Below is a list of demands presented by local Black Lives Matter/One Fargo organizers to the elected officials and staff of Fargo, West Fargo, and Moorhead on June 3, 2020. The meeting was held in response to the use of force by the Fargo Police Department against protestors on May 30. Protestors were marching in response to the murder of George Floyd by Minneapolis police on May 25.

1. Our first demand is for the Mayors Mahoney, Judd, Dardis, to call for the remaining 3 officers responsible for George Floyd's death to be arrested and charged.
 2. Police oversight boards to be liaising with the public with no police [on] the board (elected city commissioner),
 3. Equal representation for minorities on local city boards, specifically those related to housing, health, and public safety.
 4. Increased education prior to the hiring of new police officers, specifically a requirement that new hires have completed 16-20 hours and/or a minor from an accredited university in an area of study related to cultural diversity, relevant to the racial and ethnic demographics of each of your cities.
 5. Improved psychological testing of new police officers, and of officers seeking promotions to scrutinize and remove racists from the police force(s), and to stop them from being rewarded with higher positions within the police force(s).
 6. Education for New Americans coming to the community informing them of laws and resources, which they can expect to find in the community.
- Immediately commit the police forces to using exclusively non-violent de-escalation tactics with protestors.
 - Stop using tear gas, rubber bullets, and warning shots to terrorize protestors.
 - Use tactics which recognize and respect the right to non-violent protest, including releasing protestors with appropriate consequences who simply make being arrested a goal of their civil disobedience in-line with the non-violent ideology of past movements for civil rights.
 - Stop surveilling activists and elected officials in the community.

2020 Work Plan

Fargo
Human
Relations
Commission

Work Plan Framework

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

Strategy: Discrimination Complaint Audit

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

Strategy: Bias Assessment Tool

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

Strategy: Inclusion & Equity Study

Strategy: Strategic Programming & Events

Goal 1:

**Create a more
inclusive community
via formally
protected rights.**

Discrimination Complaint Audit

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

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.

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.

How:

Through audits and “secret shoppers” we can collaborate with our partners in police, state agencies, federal agencies, local non-profits and citizen groups.

When:

Monitor project quarterly. Sub-group meets and collaborates monthly through a board member liaison.

Discrimination Complaint Audit

Work Plan Items

- Hold task force kick-off meeting to assign tasks and establish timeline.
- Organize data in Human Relations “Discrimination Inquiries” digital folder

Research & interview community partners to gather information such as historical complaint data, complaint processing and referrals, outreach strategies, and gaps in recourse and enforcement options for discrimination complaints.

- Potential organizations or agencies include:

Freedom Resource Center
ND Legal Services
State Bar Association
ACLU
FirstLink

High Plains Fair Housing
Fargo Police
Somali Community Development
ND. Dept. of Labor and Human Rights

- Research and interview best practices by similar cities to learn how they process and archive discrimination complaints; what enforcement tools they have; and what is working or not.

Moorhead, MN
Sioux Falls, SD

Grand Forks, ND
Minneapolis, MN

- Create flow chart demonstrating which complaints are best suited for which community resources, as the system currently exists. Create communication plan for general public to understand this process.
- Summarize findings on gaps in the current system, if any. How effectively do complaints get resolved? How aware is the public on the processes available?
- Draft report summarizing task force recommendations on which data archiving, complaint processing, communications, and/or enforcement tools the City of Fargo should implement.

Goal 2:

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

Bias Assessment Tool

Outcome: Implement a bias/multicultural assessment tool within City departments.

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

Implementation of an assessment tool across City government would provide for better understanding of where we are with these best practices as an organization and brings opportunities for education and awareness.

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.

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.

When:

Monitor project quarterly. Sub-group meets or reports back monthly and collaborates back to the HRC through a board member liaison.

Bias Assessment Tool

Work Plan Items

- Hold task force kick-off meeting to assign tasks and establish timeline.
 - Identify Fargo-area organizations that have utilized a multicultural or bias assessment tool.
 - Identify the most appropriate person(s) at these organization who are the most knowledgeable about the organization's use of the tool.
- Interview representatives of the companies identified in the previous step to gather information such as the particular assessment tool used; cost of the assessment; scale of the assessment within their organization; what goals did the organization have in implementing the assessment; results of using the tool; etc.
- Compile the findings as "case studies." This case study report should be made available to the public so other companies in the Fargo area can understand the value of a multicultural assessment tool and follow-up training.
 - Analyze the case study findings to learn the types of multicultural assessments available and what goals and priorities are best met by certain assessment tools.
- Work with City of Fargo Department of Human Resources to advocate for the importance and value of a multicultural assessment tool implemented across all City of Fargo departments.
- Work with City of Fargo department heads and other key governmental stakeholders to understand their goals and priorities with implementing a bias or multicultural assessment tool.
 - Implement the use of the assessment as a "pilot study" within Planning.
 - Scale implementation of the assessment within more City of Fargo departments.

Goal 3:

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

Inclusion & Equity Study

Outcome: Adopt a community-wide Welcoming Plan.

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.

How: Staff will craft a specific work plan through partnership with a consultant. To include creative strategies and unique and customized public engagement.

When: Weekly staff meetings, bi-weekly subcommittee work, and monthly reporting to HRC.

Inclusion & Equity Study

Work Plan Items

- Bring together like minded groups who are taking on similar initiatives.
- Establish unique city's perspective to differentiate between the other interest groups (if needed).
- Bring forward priorities of the Kresge Foundation grant and other initiatives funding priorities.
- Create an awareness building symposium highlighting local leaders and knowledge experts for community wide conversation.
- Highlight city initiatives through public arts demonstrations.
- Highlight communication messaging.
- Conduct survey and needs assessment.
- Align messaging with MLK Event, and other city supported initiatives.
- Work with City and peer agencies on messaging.
- Through needs assessment integrate priorities into city-wide work plan.

Strategic Programming and Events

Outcome: Sustainable community events with a clarified role for the Human Relations Commission.

Coordinate with partners to determine future of annual cultural programming and events and strategize City of Fargo's and HRC's role in cultural programming and annual events.

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.

How: With a subcommittee of HRC members and staff support identify methodology for evaluating and recommending future structure for considerations. 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.

When: Report monthly or as needed to the HRC. Recommend future changes for consideration in 2020 and 2021.

Strategic Programming & Events

Work Plan Items

- Hold task force kick-off meeting to assign tasks, establish timeline, and identify key interview questions.
- Research City of Moorhead and City of West Fargo's level of involvement and funding in cultural events and possibly interview staff/officials.
- Interview program planners of local cultural programming and events to understand an organization or event's strengths, weaknesses, opportunities, and threats. Example events or organizations could include:

Pangea
Welcoming Week
MLK Day

Native American Festival & Education Series
Multi-Ethnic Summer Picnic
Community Table

- Interview the Mayor on his priorities for City involvement with cultural programming.
- Define criteria for possible tiers of involvement for City of Fargo, e.g. Primary Leader/Partner/Sponsor/Booth Runner. Criteria examples include:
 - 1) Impact: How well does the event directly execute the HRC's specific goals?
 - 2) Public Relations/Reach: How valuable is it to have City of Fargo's name attached to this event? How many people does it reach? Is it an audience that otherwise wouldn't know about HRC?
 - 3) Public Feedback: How possible is it for City/HRC to use this event to gather direct feedback from citizens on their needs? Is it an audience that otherwise wouldn't know about HRC?
 - 4) Equity: How equitable is access to the event? Who is the audience year after year?
- Using these criteria, complete attached ranking chart to evaluate the best level of involvement for the City of Fargo in each local cultural event for 2021 into foreseeable future.
- Draft short paper to summarize findings, criteria rankings, and recommendations.