

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Karin Flom, Assistant Planner
DATE: October 9, 2020
RE: Human Relations Commission Meeting on October 15, 2020

The next meeting of the Fargo Human Relations Commission will be held on Thursday, October 15, 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, October 15, 2020 at 12:00 p.m.
Commission Chambers**

AGENDA

1. Welcome & Introductions
2. Approve or Amend AgendaAction Item
3. Approve or Amend Minutes.....Action Item
4. Public Comment – Citizens to be Heard
5. Presentation: Employer and Employee Rights and Responsibilities under Title I of the ADA:
Jerry Christiansen, Freedom Resource Center
6. Old Business
 - a. Hate Crime Response Process - Lt. George Vinson, Fargo Police Department
 - b. Meeting Frequency & Structure Work Group Update
 - c. HRC Liaison Positions Work Group Update
7. Staff Update
8. Announcements
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: Karin Flom, Assistant Planner
DATE: October 9, 2020
RE: Meeting Report

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 October 15, 2020 agenda.

Item 3. Approve or Amend Minutes

Chair Alier will seek a motion to approve or amend the minutes of the September 17, 2020 Human Relations Commission meeting.

Recommended Motion: To approve the minutes of the September 17, 2020 meeting.

Item 4. Public Comment – Citizens to be Heard

Chair Alier will open the floor to public comment. Citizens who wish to address the Human Relations Commission must use the sign-in sheet. Speakers must state their name at the microphone 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. Presentation: Employer and Employee Rights and Responsibilities Under Title I of the ADA: Jerry Christiansen, Freedom Resource Center

October is National Disability Employment Awareness Month. Jerry Christiansen from Freedom Resource Center will present about employee and employer rights and responsibilities under Title I of the Americans with Disabilities Act (ADA).

Item 6a. Old Business: Hate Crime Response Process

As a result of questions arising from last meeting's public comment opportunity, Lieutenant George Vinson will describe the hate crime response process and answer questions. Lt. Vinson is Fargo Police Department's liaison to the HRC.

Item 6b. Old Business: Meeting Frequency & Structure Work Group Update

During the September 17 meeting, the HRC created a work group to think about the ideal meeting format and frequency of the commission. Vice Chair Cody Severson will present a summary of the work group's September 29 meeting, results of the survey

sent to HRC members, and summarize next steps. The summary of results is included in this packet. Vice Chair Severson will open the item for discussion or questions.

Item 6c. Old Business: HRC Liaison Positions Work Group Update

During the September 17 meeting, the HRC created a work group to consider the role of liaisons to the HRC and increasing the number of liaison positions. Vice Chair Cody Severson will present a summary of the work group's October 1 meeting, present a draft vision statement for the liaison role, and summarize next steps. The draft vision statement is included in this packet. Vice Chair Severson will open the item for discussion or questions.

Item 7. Staff Update

Time permitting, Chair Alier will open the floor to commission members to ask any questions on the staff update which is included in the agenda packet.

Item 8. Announcements

Chair Alier will open the floor to commission members for any announcements.

Item 9. Adjourn

Upon no further business, Chair Alier will adjourn the meeting.

**BOARD OF HUMAN RELATIONS COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday, September 17, 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, September 17, 2020.

The Human Relations Commissioners present or absent were as follows:

Present: Abdiwali Sharif-Abdinasir, Cheryl Schaeffle, Matuor Alier, Laetitia Hellerud, Barry Nelson, Cody Severson, Ahmed Shiil, Carolyn Becraft

Absent: 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 Schaeffle. All Members present voted aye and the motion was declared carried.

Item 3. Approve Order of Minutes

Member Nelson moved the minutes of the August 20, 2020 Human Relations Commission meeting be approved as presented. Second by Member Schaeffle. All Members present voted aye and the motion was declared carried.

Member Hellerud present.

Item 4. Public Comment

Faith Dixon addressed the Board and spoke on hate crimes. She stated she would like to see the State amend the Century Code laws relating to hate crimes to list specific crimes, have mandatory training for all law enforcement, and mandatory data compiling.

Member Sharif-Abdinasir present.

Discussion was held regarding if hate crimes in the community have been reported, and if advocates were offered to assist.

Member Nelson stated that data, information, and anecdotal stories are so important. He encouraged people to reach out to the Human Relations Commission so the Board can help gather the information.

Ms. Dixon stated that Black Lives Matter will be reaching out to other groups in the community to start gathering testimonies on hate crimes.

Planning and Development Director Nicole Crutchfield noted the Human Relations Commission has had a Presentation from the Fargo Police Department on hate crimes

and the reporting process. She stated this would be an opportunity for a subcommittee, the Planning staff, community members, and the Police to discuss further.

City Commissioner John Strand stated this is a worthy topic, and suggested bringing it back to a future agenda for an update.

Item 5. Presentation: Community Workforce Inclusion Council – New Americans Report

Chet Bodin, Minnesota Department and Employment and Economic Development, and Member Hellerud presented a background and update on the recent work of the Community Workforce Inclusion Council.

Ms. Hellerud noted that the second phase of the study focused on transportation, childcare, language/education, and housing barriers.

Mr. Bodin provided an overview of the New American project goals that were developed from the study. He noted that progress has been made in the business sector, and includes a new Inclusive Workforce Employer Designation (I-WED) Program.

Discussion was held on next steps and a timeline for the goals; criteria for the I-WED Program; areas the community can collaborate on regarding the barriers listed in the report; and non-traditional workforce training models and work hours.

Hakun Dabar proposed questions on the report relating to New American's in the workforce. He questioned which employers were being met with; the process of asking questions; and if income levels of New American households was being considered.

Ms. Hellerud noted that all contributors to the study are listed in the report. She stated that income levels were not looked at for this report.

Mr. Bodin stated one of the goals of the I-WED is to build a bridge between employers and employees to help New Americans succeed.

Victoria Johnson questioned if there is evidence based on the research and if it was included in the report. She asked how the work being done will help parents of children and those with special needs. She would like to see the data and evidence.

Ms. Hellerud stated a challenge for the report was to not have any baseline data, and a goal for the report was to gather data. She shared there were listening sessions and surveys to establish a multi-approach to build the data. She noted that the goal is to integrate New Americans as part of the society in the larger community, and the goals are high level to be able to keep adding to in the process.

Ms. Hellerud noted the needs of children and those with special needs will be looked at by the education group.

Ms. Dixon shared there are non-traditional childcare providers in the community.

Ms. Hellerud stated the report does recognize there are some non-traditional childcare providers, but that there are not enough and this is an area where the community can grow. She encouraged reading of the report.

Item 6. Discussion: January 2021 MLK Day Planning

Assistant Planner Karin Flom provided a brief update on the event, and proposed the Human Relations Commission take a look at the event and how it could be different this year.

Ms. Crutchfield noted that an in-person event in January is unlikely, however we could still celebrate and build community in other ways. She noted there are many opportunities in the community, and for the Board to look at how they can be most effective and work towards the work plan goals.

Discussion began regarding if past conversations were ever held about collaborating with other entities, maximizing efforts, and what collaboration could look like.

Chair Alier stated those that want to volunteer on planning should reach out to staff.

Ms. Crutchfield noted that the awards are a large part of the celebration and part of the event she would like to see continued.

Member Nelson cautioned the Board from walking away from the event, as it is a signature event in the community and wants to continue the conversation to work on it.

Item 7. Increase Number of Board Members

Chair Alier stated the Executive Committee is recommending the number of appointed Members on the Board be expanded from nine to eleven. He shared this would be a way to increase the diversity on the Board.

Member Nelson stated that Fargo is a growing community and this would help make sure the diversity of the community is represented.

Ms. Crutchfield clarified the process of an ordinance amendment.

Member Schaeffle moved to direct staff to begin the ordinance amendment process to increase the number of appointed members from nine to eleven. Second by Member Sharif-Abdinasir. All Members present voted aye and the motion was declared carried.

Item 8. Liaisons to the Human Relations Commission

Chair Alier introduced this item to begin conversation on defining and expanding liaison representatives to the Board. He noted seeking volunteers from the Board to work with himself as Chair, and Vice-Chair Severson to identify agencies or organizations as potential new liaisons.

Members Schaeffle and Becraft volunteered.

Member Nelson moved to expand the number of liaison members and direct Human Relations Commission volunteers to draft proposed amended bylaws. Second by Member Hellerud. All Members present voted aye and the motion was declared carried.

Item 9. Discussion: Meeting Structure and Frequency

Chair Alier stated with the adoption of the Human Relations Commission work plan, the Executive Committee and staff are seeking feedback on the format and frequency of business meetings.

Ms. Crutchfield noted that staff is seeking how the Board can be most effective in their work.

Commissioner Strand stated the Human Relations Commission has a lot of work to do.

Item 10. Staff Update

Ms. Flom shared an update on the 2020 Census and stated the last day to respond is September 30.

Ms. Flom noted the Planning Department has been issued Federal funding, and a Request for Proposals (RFP) Notice of Funding Availability has been sent out and applications are due October 9.

Ms. Crutchfield reminded the Board that we remain in an Emergency Declaration, and the importance of using the Board's time most effectively between business meetings and work in the community.

Item 11. Announcements

New Members Becraft and Shiil provided a brief introduction about themselves.

Member Nelson stated that a survey regarding the removal and renaming of the Woodrow Wilson High School is available on the Fargo School Board website, and the deadline for response is October 1.

Member Nelson shared that the 3rd Annual LGBTQ+ Summit is coming up and will be held virtually, October 2-4. He noted registration closes September 25.

Item 12. Adjourn

The time at adjournment was 1:13 p.m.

Summary of Survey Responses: Meeting Frequency & Structure

Question 1: What is a successful meeting? One where...

- A space is provided for community members to bring problems or concerns
- Community members attend or view the meeting
- HRC and public mutually engage with one another
- HRC takes meaningful action
- Members diverged on the importance of ending on time, though more were in favor of ending on time than extending

Question 2a: How can you best offer your expertise to the community and board?

- Dedicating focus to the work plan group
- Advocating for change at various levels
- Making connections in their network (frequently mentioned)

Question 2b. How is your availability?

- Extreme range in responses, from no or few extra hours beyond the commission meeting to 8-10 hours a week.

Question 3. If the meeting frequency were to be reduced, what concerns would you have?

- The moment in time the city and nation finds itself in regarding issues in the community. Feel it would be interpreted as retreating from public.
- What about issues that come up in between full meetings? Where could people go?
- Lack of clarity about what the “in-between” meetings would look like or be for.
- Feeling that meetings every month are already rushed – what would happen if there were even fewer?
- People are expecting monthly meetings – confusing about “are they meeting this month or not?”
- A few members opposed outright to reducing frequency.

Question 4. How could we best engage you as commissioners in between meetings?

- Concrete things to do between meetings
- More one on one communication
- Recap at the end of the meeting to provide clarity for who is doing what and when

HRC Liaison Positions

Draft Vision Statement

A liaison to the Human Relations Commission serves as a resource and connection point for the Commission, the public, and their employer. The HRC wants to create a liaison role that is mutually beneficial. For this position to be mutually beneficial, the work group is presenting the following vision for liaison roles:

- A liaison should come from an organization or agency which wants to actively and positively participate in the HRC's work. The agency should see their participation and collaboration as valuable to the agency's work and the community.
- The HRC should create a system which allows the liaison to be active and engaged. This system would identify and provide the liaison clearly defined opportunities (and boundaries) to follow-up on issues or questions raised by the HRC and/or the public.
- The liaison is also expected to be proactive on issues concerning the HRC's work. In addition to regularly attending meetings, they should be provided an avenue/opportunity to regularly engage the HRC both during meetings (such as quarterly presentations) and in between regular meetings.
- The liaison should be someone who is knowledgeable about their organization's policies and procedures which are relevant to the HRC's work. The individual should also be in a position where they can bring the HRC's feedback, questions, or concerns to their agency and vice versa.

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Karin Flom, Assistant Planner
DATE: October 9, 2020
RE: September 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

Staff continues efforts to set up a temporary homeless quarantine and engagement center at the former downtown police station, with the goal to be set-up by November 1. They also continue to support efforts to set up several other supportive services focused on food and shelter for people, such as housing and utility assistance through SENDCAA and enhanced quarantine capacity at the YWCA and Gladys Ray Shelter. If a HRC member knows someone in need due to COVID, it's best to refer that person to 2-1-1, First Link as a place to start.

2. Native American Commission Subcommittees

The Native American Commission recently adopted revised bylaws which establish three standing subcommittees: Health and Wellness, Education and Cultural Awareness, and Housing. The following subcommittee chairs were appointed at the October 1, 2020 meeting of the NAC:

Health and Wellness: Whitney Fear
Education and Cultural Awareness: Chalsey Snyder
Housing: Sharon White Bear

If HRC members/work groups are interested in connecting with the NAC's subcommittee chairs, please contact Planning staff.

3. 2020 Census

As a result of a recent federal court order, the census has once again been extended through October 31, 2020. Please spread the message that it's not too late to complete your census questionnaire. Households may self-respond at any time through October 31, 2020 (the last day to be counted), and doing so now may eliminate the knock at your door. As of October 4, the self-response rate for the City of Fargo was 68.2%.

4. Human Relations Commission – Increase in Members

At its September 17, 2020 meeting, the HRC voted to increase its membership from nine (9) to eleven (11) members. Planning staff are coordinating with the City Attorney to begin the City Commission amendment process.

5. MLK Day Update

The City will be contracting with Reach Partners to take the lead on MLK Day event planning and organizing due to the implications of COVID-19 response on staff time as well as the need for a virtual event. Reach Partners has worked with MLK Day volunteers in recent years and they have also become local experts in virtual event planning. Please stay tuned for additional information. Interested commission members or members of the public who would like to become involved should contact the Planning Department at planning@fargond.gov or planning staff members.