

Falcon Heights – Community Engagement Commission
March 16, 2015
7:00pm

Agenda

- 1.** Approval of 2.23.15 Minutes
- 2.** Community Engagement Commission Purpose
- 3.** Goals
- 4.** Events
- 5.** Establish Teams
- 6.** Designate individual responsibilities
- 7.** Housekeeping (Tim Sandvik)
- 8.** Adjourn

Minutes for 2.23.15 CEC meeting

Melanie
Pete
Shirley
Clem
Gary
Helen
Dick
Gwen
Jay
Felicia
Ahmed
Tim Sandvik

Call to order: 6:09 Melanie

Clem motions for Melanie to chair new commission.
Gary motions to make himself chair.
Several questions about term limits, explanation by Tim Sandvik

Questions discussed:

Can we have two chairs or co-chairs? (yes)

Historically, end of terms have had two chairs to 'train in new commissioners'

Dick – Understanding history can help us go forward

Pete – History of NHC and HRC, helps with personnel as well.

Gary – HRC would be best served by being more proactive in community.

Dick – Good combining of the two groups. In best of interest of time, it is good to understand where we are at with the definition.

Melanie – To merge two commissions, there has been lengthy thought by council and our lawyer .We can unpack the entire definition, it will take a couple meetings to entirely understand what we can do/what we cannot do.

Number of commissioners stated – We need to understand what the definition means.

Mel – there is a lot in here. The approach will be to meld the two, rather than only pursue objectives of one or the other. It is in the best interest of us all to take our time making our way through it.

Melanie – Block parties as an example, NHC originally started block parties, HRC came to and asked whether or not they could be involved. We can address people who are underserved get the attention, it is in our best interest to get the information to people independent of characteristics. Will not be our only meeting.

Shirley – Relatively new to NHC, What have HRC been meeting about?

Gary – We did not have enough input on how to reach out to underserved, it would be helpful for our community to understand our entire community.

Jay – HRC did tabling, including a movie, Spring Together.

Clem – cant force people to a meeting, can educate.

Gary – More outreach, go to where people are rather than telling people to come to City Hall. Needs to be done in a culturally appropriate way.

General discussion on having two chairs vs one.

Call to vote –

Melanie – Voted Chair of the commission.

Melanie – In our annual meeting, We did a focus on music. Something we would like to continue to explore to connect the residents. Dick has been...

Dick – We played a few tunes at the annual meeting and it was received well. I had a meeting with Tim Cheesebrow. A very nice visit at UMC on 2.9. He bought the coffee grounds and created a music studio. He additionally works with middle school kids. Remains keeping very good musicians, entertainment of all ages. He is ultimately on board to communicate with commissions to include himself with block parties. How can people in the city play music. The idea is that bp's can reach out UMC and others can work with block parties. UMC owner/musician willing to participate himself.

Pete – Thank you Dick. People get together around food and music.

Clem – gets people talking, involved.

Mel – Be thinking about musicians that could also contribute. Giving intergenerational opportunities.

Tim – Communication channels – continuing upkeep.

Helen – Can we put together a list of all commissioners?

Mel – If you have changed your email or address has changed, please let Tim know. Upcoming events: Help us establish meeting times and frequencies. Looking at 2015, NHC held annual meeting. Appx 25 at that event. HRC does a movie night, something educational. Historically it has happened. We have had the ... Minnesota Night to Unite – block parties. Encourage it, but parties are throughout the summer.

Getting that info out takes work. If Apts want to, we coach them. Biggest summer activity. Ice Cream Social – both have been there historically. CEC can table as well.

Gwen – International Human Rights day 12.10.15

Mel – LFLs were produced. Clem will follow up with LFLs. Good for us to meet in March, and again in May. April can meet, we will see where that is.

Gary – we didn't discuss spring together because we didn't know CEC would be going forward...

Ahmed – Can we set those committees?

Mel – having time to think what we can do for committees.

Ahmed – What we used to have, both should continue to focus. HRC did Spring Together, we should be able to keep focuses. We want to keep focuses.

Mel – We don't want commissioners to burn out and have lull in service. We all have other commitments so we would like to continue be

Discussion on meeting time: Third Monday at 7pm

Mel: We will meet in March, May and September. We can decide going forward whether or not meet in April.

Mel: Thank you all for participation. Adjourn at 7:25

ORDINANCE NO. 15-01
CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AMENDING CHAPTER 2
OF THE FALCON HEIGHTS CITY CODE
CONCERNING BOARDS AND COMMISSIONS

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

SECTION 1. Chapter 2, Article VI, Sec. 2-114 of the Falcon Heights City Code is amended to read as follows:

Sec. 2-114. City Commissions.

The city council has established the following commissions:

- (1) Planning commission.
- (2) Park and recreation commission.
- (3) Environment commission.
- (4) Community engagement commission.

SECTION 2. Chapter 2, Article VI, Sec. 2-115, subsection (a)(2) of the Falcon Heights City Code is amended to read as follows:

The city commissions shall consist of not more than seven members. The majority of members shall be residents of the city, unless otherwise designated in the administrative manual.

SECTION 3. Chapter 2, Article VI, Sec. 2-116 of the Falcon Heights City Code is deleted.

SECTION 4. Chapter 2, Article VI, Sec. 2-119 of the Falcon Heights City Code is amended to read as follows:

2-119 Community Engagement Commission

The community engagement commission shall serve in an advisory capacity to the city council regarding the effective, meaningful and equal involvement of Falcon Heights residents in their community. The commission will identify opportunities to collaborate with community, educational, business and social services groups and organizations; identify ways to improve the city's public participation, identify under-represented groups, remove any barriers, and engage and promote increased participation for all residents, businesses, community and neighborhood organizations; review and recommend ways to improve the city's communications efforts so as to facilitate effective two-way communication between the city and all residents, businesses, community and neighborhood organizations; review and recommend ways to help improve

resident emergency preparedness and crime prevention programs. The commission shall review complaints of alleged human rights violations occurring within the city and secure equal opportunity for all residents of the city regarding public services, public accommodations, housing, employment and education.

SECTION 5. EFFECTIVE DATE: This ordinance shall take effect from and after its passage.

ADOPTED this _____ day of _____, 20__, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Bart Fisher, City Administrator/Clerk

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City of Falcon
Heights

Community
Engagement
Commission



Established to encourage effective, meaningful and equal involvement of Falcon Heights residents in their community. The commission will identify opportunities to collaborate with other entities and to promote participation.

www.falconheights.org



City of Falcon Heights
2077 W. Larpenteur Avenue

Phone: (651) 792-7600
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The Falcon Heights Community Engagement Commission was established in 2015 by the Falcon Heights City Council, combining the efforts of the Human Rights Commission and the Neighborhood Commission.

Currently the newly founded commission consists of eleven Falcon Heights residents appointed by the Mayor and approved by the City Council.

The Commission is designed to provide services and assistance to Falcon Heights residents in regards to safety and incidents, create and promote opportunities to be involved, and to continue to engage the evolving community.

What is the Commission's Purpose?

The purpose of the commission is to encourage effective, meaningful, and equal involvement of all Falcon Heights residents in their community. The Commission achieves this goal by:

- Advising the City Council on long-range programs to improve community relations in the city
- Creating opportunities for united communities through block parties and other citywide events
- Conducting programs and activities to promote an understanding of community issues, needs, and requirements in the city
- Working with the community to take preventative measures for safety and human rights issues
- Responding to incidents and safety concerns
- Utilizing a community response network to provide ongoing support, as well as recruiting and training neighborhood liaisons

Events:

- **Human Rights Day**
- **Town Hall Meeting**
- **Block Parties**
- **Other Citywide Events**

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What can I do to stop discrimination and acts of bias?

The bigotry, fear, distrust and hatred associated with bias crimes are learned at an early age. Here's what you can do to help:

- *Speak out and teach your children and all young people to accept the differences of people.*
- *Do not tolerate, or use hateful language.*
- *Work with your schools, community groups and law enforcement officials to make your neighborhood a safe place for all people.*
- *Participate in community sponsored diversity activities and urge others to do the same.*
- *Work with the Falcon Heights Human Rights Commissions' Bias Crime Response Network to help the victims of hate crimes by providing your support.*
- *Remember that bias crimes are offenses against the entire community. Report all suspected cases to the Police.*
- *Help people learn to accept individual differences.*



**Falcon Heights
Human Rights Commission**

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City of Falcon
Heights

Human Rights
Commission



Established to support equal opportunity in housing, education, employment, public services and public accommodations and respond to hate/bias crimes in the city

www.falconheights.org



The Falcon Heights Human Rights Commission was established by the Falcon Heights City Council to act in cooperation with the State Department of Human Rights to secure for all citizens equal opportunity in housing, employment, public services, public accommodations, and education (www.humanrights.state.mn.us.)

The Commission consists of up to nine Falcon Heights residents appointed by the Mayor and approved by the City Council. The Commission is affiliated with the League of Minnesota Human Rights Commissions and liaisons with the Minnesota Department of Human Rights to receive technical advice and assistance regarding human rights issues.

The Commission is designed to provide services and assistance to Falcon Heights residents in order to enhance human rights and to prevent discrimination.

What is the Commission's Purpose?

The purpose of the commission is to secure for all citizens equal opportunity in employment, housing, public accommodations, public services and education and full participation in the affairs of this community. The Commission achieves this goal by:

- Advising the City Council on long-range programs to improve community relations in the city
- Actively participating in the human rights programs and services sponsored by the city
- Conducting programs and activities to promote an understanding of human rights issues, needs, and requirements in the city
- Responding to complaints of bias or hate crimes, and respond immediately to express regret over the incident, and explain the role of the Commission in supporting the victim
- Utilizing a community response network to provide ongoing support to the victims of hate or bias crimes

What is the Falcon Heights Bias/Hate Response Plan?

This plan exists to provide a local response showing strong community support for the victim, and zero tolerance for bias/hate crimes. The plan utilizes the Commission and the community response network to provide support to victims of such crimes, leadership in the community to prevent bias and hate crimes through education, and collaborative community action against prejudice and bigotry.

Residents interested in participating in or accessing any of these programs and services can access information at the city's website:

www.falconheights.org

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Introduction

Where did the idea of Neighborhood Liaisons come from?

The idea of Neighborhood Liaisons is new (2002), but is really the culmination of many years of community-minded efforts by Falcon Heights' citizens.

1. Early 1990's -- The Neighborhood Watch program was initiated by a dedicated citizen volunteer. Falcon Heights was the first city in Minnesota where every block in the city had a Neighborhood Watch volunteer!
2. 1995 -- The city council began a group called Keeping Connected to brainstorm and implement ways to keep citizens and neighbors connected, in addition to fighting crime.
3. 1997 -- Keeping Connected sponsored an Intergenerational Dialogue to develop recommendations for improving the quality of life for all ages of Falcon Heights' residents. Fifty-one residents ranging in age from 11 to 81, suggested (among hundreds of other ideas) ¹:
 - Have kids organize welcome parties for other kids.
 - Encourage informal block "lemonade on the front lawn", BBQ, or potlucks.
 - Encourage individual initiatives such as sharing meals, block caretakers, and phone contact to check on the welfare of the young and elderly.
 - Expand opportunities to match volunteer mentors with children and teens.
4. 1999 -- In response to concerns over the Year 2000 Computer Problem, the city sponsored an Emergency Preparedness meeting, where 36 participants (ages 11-82) developed recommendations for neighborhoods to keep them sustained in any type of emergency. Their long list of suggestions for each generation included *:
 - Develop neighborhood "maps" which include names of residents, equipment owned and special needs.
 - Encourage people to exchange names and numbers of family members at the annual neighborhood meetings.
 - Organize "Citizen Emergency Response Teams" in each neighborhood.
5. 2001-- In response to concerns over the September 11 terrorist attacks, the city council sponsored a homeland security Intergenerational Dialogue, which brainstormed ideas for citizens to feel as prepared as possible for disastrous situations in their own neighborhoods. Among the many *,
 - Get to know the "normal routine" in your neighborhood so that you can observe and report unusual occurrences.
 - Make a neighborhood phone tree with home, work and emergency phone numbers.
6. At the same time, the city council initiated a Neighborhood Security Task Force to develop materials for use by block leaders.
7. This group has been formalized into a permanent **Neighborhood Commission**, which will oversee the training and recruitment of Neighborhood Liaisons.

¹ See the Liaison Library at City Hall for a complete list.

What is the Neighborhood Commission?

The commission shall serve as the city's liaison with the neighborhoods, and shall make recommendations to the City Council regarding neighborhood emergency preparedness. Emphasis shall be placed on the following activities:

- Recruit and retain neighborhood liaisons
- Update and distribute a neighborhood liaison handbook
- Plan a minimum of two yearly events for neighborhood liaisons, one for information sharing (with each other, the city, police and fire officials), and another for training them on a new topic or method of preparedness
- Communicate changes to the city residents regarding updates to the city's security plans or emergency preparedness programs
- Provide suggestions on how to best communicate with the residents to keep our neighborhoods connected
- Work with blocks to hold neighborhood meetings/parties
- Attend regularly scheduled commission meetings.
- Record resolutions, recommendations and findings.
- Report progress to the city council.
- Attend Neighborhood Liaison training sessions.