

CITY OF FALCON HEIGHTS

Regular Meeting of the Falcon Heights - Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

AGENDA

August 20, 2018 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL:

Reider ___ May ___ Kohn ___ Johnson ___
Larrabee ___ Ali ___

COUNCIL LIAISON

Gustafson ___

STAFF PRESENT:

Sandvik ___ Lor ___

C. Approval of Minutes:

March 19, 2018

June 18, 2018

D. DISCUSSION

1. Human Right Day Event - December 10th, 2018

A. Possible Topics - Food Insecurity, Education Gap, Discrimination in Housing, Immigration, other suggestions from Commissioners.

2. Update on Task Force Recommendation List (provided as addendum)

3. Updating of Neighborhood Liaison Packets - Commissioners

4. Communication Updates - Commissioners

5. Youth Outreach Opportunities

E. INFORMATION/ ANNOUNCEMENTS

F. ADJOURNMENT:

Present: Randy, Shirley, Katie, Hibo, Kim, Dena, Tim

1. Called to order at 7:01
2. Amendment to minutes – include date, include Stacey

Motion – Dena, Kim

3. Shirley asked should we include a recognition of Curtiss Field improvements. Gave a brief history of CRWD work. Should we connect with CRWD? Include this promotion as a part of the flier. Promote as “newly renovated”. Receiving suggestions for updating the flier. Dena has requested old stock photos of events.
 - a. Commissioners will share 2017 materials with staff including letter to apartment managers
 - b. Distribution – discussed whether or not the we should use fliers that are sent via USPS.
 - c. Table ? items such as listserv, provide an email, follow us on FB, how to stay in touch with the city...
 - d. Send to Review and Bugle
 - e. Include a calendar as a part of the table at Curtiss
 - f. Update flier for distribution – perforated edge style
 - g. Invite CERTS
4. Ice Cream Social – This year we will join with RCSO for Hot Dog with a Deputy. Last year, the CEC attended in an informal capacity, Shirley asked how it is that we would participate. The commission would prefer to participate in an informal capacity, will continue discussion in June
5. How is it that the CEC would like to make recommendation to Council regarding Task Force Recommendations? If there are opportunities, how does the CEC move through these? Is it ok for the CEC to provide recommendation Commissioners asked about adhering more directly to the Falcon Heights Task Force (language). More so, by providing this letter, staff and the CEC want direction on next steps. Possibly remove “Science Museum” from letter... Move “training” and professional development away from recommendations. “Promoting reconciliation...”. Exploring resources, etc... again, taking language from Task Force Recommendations. Science Museum was considered a recommendation because it was viewed as a “neutral” body or organization. “Foster Inclusion”. Keep professional development to professionals, events to for residents.
 - a. Make ask clear on letter, be sure it is clear we want a response.
 - b. At the start, we request, put a colon at the start of the letter.
 - c. It’s important, include in the letter staff time, cost, resources.
 - d. Interested in pick the low hanging fruit.

6. Upcoming events – encourage commissioners to bring ideas, events, others... to CEC, as well as communication staff.
7. Updates –
 - a. Council member – Retreat will provide a wealth of opportunities. Excited to bring these next steps to council as everyone wants folks to move these opportunities forward.
 - b. Commissioners –
 - c. Staff –
8. Next Meeting, June 18th, motion to adjourn, 9:08pm

CITY OF FALCON HEIGHTS

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City Hall
2077 West Larpenteur Avenue

AGENDA

June 18, 2018 at 7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL:

Reider __X__ May __X__ Kohn __X__ Johnson __X__
Larrabee__ Ali __X__

COUNCIL LIAISON

Gustafson __X__

STAFF PRESENT:

Sandvik __X__ Lor __X__

- Stacey is moving to a different city and will be leaving CEC. If commission members, staffs and council members knows anyone who is interested in joining, please contact the City.

C. DISCUSSION

1. Youth Development Programs

- Staff presented the item "Community Youth Programs"; there is an attachment of a list on youth development programs. These are school programs and organizations that were found upon youth development research and maybe can partnered in the future and promote it to Falcon Heights youth residents.
- Staff noted that during summer, students are out of school and buildings are close. If we want to promote it, we would be best served to align with the school-year.
- Commissioners expressed interest in promotional/marketing around the community. Commissioners asked how do we partner with these programs, and who do need to support? For example youth at risk, how will we recruit them and get help from the schools since they have more information on students than us.
- Main focus is to gather enough programs and organizations then reach out to the head of the department and see what has been working and what hasn't before we can promote it to FH residents. Staff will better refine the attached list.
- Commissioners expressed interest in better defining outreach opportunities by geography (aim to serve those who we can connect with locally. Falcon Heights, Roseville, St Paul...)

- Commissioners suggested connecting with organizations directly to better highlight areas where the City of Falcon Heights can help facilitate promotion of these organizations.
- Commissioners asked staff what resources may be available to help facilitate these opportunities. Staff responded there are no immediate funds available, but staff can dedicate time to the process. When better defined, staff can research opportunities for special revenue (such as grant funding) or explore opportunities for existing revenue.
- The Young Scientist Roundtable coordinator said that a great way to partner with them is by donations up to \$250-300 which will help the school bring in speakers, providing refreshments for students and staff and renting rooms at school or community halls. Commissioners expressed initial interest in this opportunity, staff said they would look into a scholarship opportunity.
- Commissioners discussed the difference of getting youth experience through work vs volunteer opportunities. Staff noted, Tim Sandvik hires, trains, and works with youth staff (appx 14 years to 22 years old) each summer. Falcon Heights employs 8-12 youth each summer (and a few in winter), so in-house opportunities are limited. Commissioners again asked would it be better to promote work-related opportunities or volunteer related opportunities.
- Commissioners asked about programming with local residents to create opportunities for mentorships. Commissioners asked how we could align local residents with youth. Staff said they would search current, similar opportunities.
- Commissioners recommended that staff should look at organizations close to FH such as Roseville, St. Paul and Minneapolis. Would like the list to be shorter, provide links, categorized it into a list and hope to have an updated list by the next CEC meeting. Staff will work with commission members and add their inputs to the list.

2. Updating of Neighborhood Liaison Packet

- Neighborhood Liaison are different from commissioners
- Packet needs to be updated, organized and what do we keep and what don't we keep because
 - a. Can keep the history, liaison roles, map and one intergenerational dialogue, goals and mission page
 - b. Everything else can be taken out or needs to be review and update
- Updated packet needs to have contact information of who is the neighborhood liaison so that their neighbors know
- Needs a new format for the packet so it is easier to follow
- In order to understand and update the liaison roles, need to work with them and get their inputs and get public's expectations of what kind of liaison they need
- Need to research other city's liaison packet to help us create a new one
- Sub commissioner Kim, Georgina and Katie will work on this.

3. Ongoing Communication Opportunities

- HRC Summit is Tuesday June 26, \$25 admission and it is from 9:30 am to 3:30 pm in St. Paul. City will pay admission to attend the event.
 - a. Commissioners are welcome, both Ms. Lor and Mr. Sandvik will attend.
 - b. Suggestion: advertise it to the public and encourage them to attend

- Spring Together was a great turnout with 80 people
 - Ice Cream Social and Hot Dog with a Deputy is July 19 5 pm to 7 pm. Will need volunteers and this is a great event to talk about the 2040 Comp Plan to residents who don't know about it or wants to make comments and suggestions
 - Website; staff has identified a number of considerations to improve communications
 - a. needs to create a better website that is mobile friendly and residents or the public can find resources or answers easily than calling in all the time
 - b. need to fix broken links
 - c. update web deigns
4. General Committee Updates - Training Opportunities (Council Member Gustafson)
- Event Calendar
 - a. When you click on the date, the agenda outline will show and a link to the agenda. The City Administrator wants to implement it in July so that it is easier for the public to access the agenda without searching around the website.
 - Fix dead links on website
 - Update resident resource and welcome packet
 - Need to do more social media engaging
 - Community survey to help improve our city. Roseville does it every year at the end of the summer to help them communicate with their residents and hear their inputs.
 - In the final stage of the Bush Foundation grant to provide trainings for police force, staffs and create a work book on how to address conflict such as the Philando case
 - Falcon Heights is nominated for the City of the Year base on the task force to help improve the city after the tragedy in 2016
 - Kettering Foundation seminar in Ohio was a success. Sack Council member Gustafson , Council member Leehy and former Council member Fischer, John Thompson a close friend of Philando learned about how to create a safe environment through small group stories and speakers. The training from the Kettering Foundation will help CEC when engaging with residents.
 - July 6 is Restoration day and July 7 is Unity Day
 - The Minneapolis Institute of Art exhibition featuring work inspired by Philando Castile's death, called "Art and Healing: In the Moment," opens June 17 and runs through July 29. It is free and open to the public.
 - Motion Request: would like to promote the exhibit to the public such as newsletters, social media
5. Task Force Recommendations - Addendum available at meeting (Staff - Sandvik, Lor)
- A summary of Inclusion Recommendations
 - a. A letter request from CEC to City Administrator, Council members and Mayor on inclusion recommendations

D. INFORMATION/ ANNOUNCEMENTS

E. ADJOURNMENT: 9pm



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	August 20, 2018
Agenda Item	Discussion C1
Attachment	Human Rights Day Event
Submitted By	Tim Sandvik - Staff

Item	Human Rights Day Event
Description	<p>For the past several years, the Community Engagement Commission (and prior to the forming of the CEC, the Human Rights Commission) have hosted an event to recognize Human Rights Day.</p> <p>This year, Human Rights Day is Monday, December 10th and staff proposes the CEC host the annual event on that date at 7pm.</p> <p>Staff has met with personnel from the Bell Museum and discussed a possible partnership. A part of that potential partnership could include facilitating a discussion with subject mater experts on topics including Food Insecurity and the Education Gap (specific to Minnesota).</p> <p>Additionally, staff was able to attend the Minnesota Human Rights Commission Annual Summit. At this day-long event, staff was able to hear from and connect with experts in the fields of Discrimination in housing, Immigration and other systemic discrimination.</p> <p>Staff welcomes other suggestions from commissioners.</p>
Budget Impact	TBD
Attachment(s)	NA
Action(s) Requested	Discussion and make recommendation for staff to pursue conversations with identified individuals or organizations to advance Human Rights Day planning.



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	August 20, 2018
Agenda Item	Discussion C2
Attachment	Update on Task Force Recommendations
Submitted By	Tim Sandvik - Staff

Item	Update on Task Force Recommendations
Description	<p>From time to time, staff has been requested to provide updates on Task Force Recommendations.</p> <p>A full list will be provided as an addendum at the August 20th, 2018 CEC meeting.</p> <p>While this work is ongoing, it is helpful to understand where resources have been dedicated and where the city has been successful.</p>
Budget Impact	NA
Attachment(s)	
Action(s) Requested	Staff requests the CEC understand and share these updates in the community.



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	August 20, 2018
Agenda Item	Discussion C3
Attachment	
Submitted By	Tim Sandvik - Staff

Item	Updating Neighborhood Liaison Packets
Description	In the spring of 2018, and again at the June 2018 CEC meeting, Commissioners expressed interest in updating the Neighborhood Liaison Packets. Staff will listen to recommendations to go back and update desired materials.
Budget Impact	NA
Attachment(s)	
Action(s) Requested	Staff requests the CEC provide their updated recommendations.



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	August 20, 2018
Agenda Item	Discussion C4
Attachment	
Submitted By	Tim Sandvik - Staff

Item	Communication Updates
Description	Commissioners have been making ongoing recommendations for improved communications. These efforts have included recommendations to the city website, social media, and other means of communications. Staff will receive updated recommendations for consideration.
Budget Impact	NA
Attachment(s)	
Action(s) Requested	Staff requests the CEC provide their updated recommendations.



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	August 20, 2018
Agenda Item	Discussion C5
Attachment	
Submitted By	Amanda Lor - Staff

Item	Youth Outreach Opportunities
Description	Staff has continued to pursue, with the added direction of CEC Commissioners, opportunities for youth engagement and outreach opportunities. Staff will provide updates for CEC consideration.
Budget Impact	NA
Attachment(s)	
Action(s) Requested	Staff requests the CEC to determine advancement or re-direction of city resources for Youth-Outreach/Engagement.