

## **Falcon Heights – Community Engagement Commission Minutes of the March 16, 2015 Meeting**

Members Present: Chair Melanie Leehy; Commissioners Dick Carlson, Jay Colond, Helen Foster, Clem Kurhajetz, Gary Kwong, Shirley Reider, Felicia Turner, Gwen Willems; Staff Liaisons Tim Sandvik, Katie Thrasher; Council Liaison Mayor Peter Lindstrom; Fire Liaison Chief Rich Hinrichs; Police Liaison Chief John Ohl

Members Absent: Commissioners Ahmed Hassan, Amino Mohamed; Fire Liaison Assistant Chief Anton Fehrenbach

1. Call to order: 7:06 pm
2. Approval of 2.23.15 Minutes
  - a. Clarification and edits
3. Community Engagement Commission Purpose
  - a. Reading of Purpose from Ordinance No. 15-01 which merged the Human Rights and Neighborhood Commissions. “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.”
4. Goals
  - a. Commission Goals incorporate the goals from both the Human Rights and Neighborhood Commission. Focus includes Human Rights incidents, annual events, Neighborhood Liaisons, CERTs, block parties.
  - b. Discussion about the value and structure of the Neighborhood Liaison program.
  - c. Discussion about the role and growth of the CERT program.
  - d. Discussion about neighborhood safety and crime prevention meetings.

## 5. Events

- a. List: Annual Event (January), Spring Together, Block Parties, Ice Cream Social (July 23), Fire Dept. Open House (Oct. 3), Human Rights Day (Dec. 10)
- b. Block Parties are encouraged to be held on Minnesota Night to Unite (aka National Night Out). This provides best opportunity for Fire Department, Police Department, and Council Member to visit.
- c. Spring Together event cannot take place at Curtiss Field this year as it is under construction.
- d. Began discussion about doing a City Forum on City Hall's green space as an alternate to the Spring Together event. This creates a reaching out to apartments in the West portion of the City.

## 6. Establish Teams on a volunteer basis.

- a. Prevention/Incident Committee: Felicia, Clem, John  
This team will deal with incident review, safety, CERTs and crime prevention.
- b. Events/Outreach Committee: Jay, Shirley, Helen, Dick, Gwen, Gary  
This team will work on the logistics of decided events, and apartment connectors outreach.
- c. Although there will be teams, we are all able to have input to plans.

## 7. Designate individual responsibilities

- a. Each Committee shall select their own Coordinator. It is highly recommended that Committee meetings take place at City Hall.
- b. Clem Kurhajetz has volunteered to track the Little Free Libraries.
- c. Dick has volunteered to coordinate music for block parties.

## 8. Housekeeping Items

- a. Request to all: When responding to an email to someone please use "reply" and not "reply all" unless absolutely necessary. Too many emails may cause people to become desensitized.
- b. Send request for the agenda to Staff Liaison Tim Sandvik.
- c. Updating the brochure: Please verify contact information. Having contact information on the brochure is optional.

9. The next meeting will be May 18 at 7:00pm. If the time changes notification will be made one month prior. A May meeting allows time for the Committees to meet in April.

Meeting adjourned at 8:22pm