

Falcon Heights- Community Engagement Commission

January 22, 2018

7:00 pm

Agenda

1. Call to Order
2. Approval of November 13, 2017 Minutes
3. Housekeeping Items
 - a. New Commissioners
 - b. Review of Open Meeting Laws and Commission Roles (see page 4)
4. 2018 Goals – Goal setting
 - a. Events and Dates
 - b. Task Force Recommendations
 - c. Meeting Schedule
5. Not for Sale Day (see page 8)
6. Final Updates – Information/Announcements
7. Adjourn

Falcon Heights- Community Engagement Commission

November 13, 2017

7:00 pm

Minutes

Members Present: Commission Chair Shirley Reider; Commissioners Georgiana May, Katie Kohn, Stacey Tidball; SAPD Liaison Jon Mangseth; Council Liaison Tony Fischer; Staff Liaison Katie O'Connor

Members Absent: Commissioners Clem Kurhajetz, Ahmed Hassan; FHFD Liaison Anton Fehrenbach

1. Call to Order 7:02 pm
2. Approval of September 18, 2017 Minutes Georgiana moves, Stacey Seconds
3. Housekeeping Items and Announcements
 - a. Ramsey County updates: hosting a Citizens Academy in January. Looking to obtain a list of those that attended the Community Conversations and consider outreach to them about the Citizens Academy. There are two Open Houses for the Sheriff's Department, one on November 29 at City Hall, and there are more details to follow in a mailer with the other date and time. Talk to Sack about contact information for Task Force members.

SAPD updates: Department-wide procedural justice training for SAPD last week. Fair and impartial police training happened in September. This was a train the trainer model and it will be able to be sustained yearly with staff.

- b. Open Meeting Laws
- c. Commission Roles

Discussing how to proceed in a role as a resident and as a Commissioner.

4. Human Rights Day
 - a. Speakers

Dave Pinto, Minnesota Representative and works for the Ramsey County Attorney's Office. His presentation is "Introduction to Sexual Exploitation Trafficking" about 45 min-1hr long. Alisson Steiver is a navigator and program manager for Safe Programs at Tubman and has a presentation that is 15-30 minutes long on resources.

City Hall at 6:30pm

b. Outreach

Will send out a postcard to homes. Notices to Roseville Review by November 20th. Email to apartment managers drafted by Katie and Stacey. Calls to apartment managers during the day. Drop off flyers at businesses. SEND OUT LIST OF BUSINESSES.

Stacey will drop off flyer at FHUCC and FHE.

Send Rebecca Olsen HR Day Event flyer.

Sign in table, refreshments with snacks and drinks.

5. Convention on the Elimination of All Forms of Discrimination Against Women

Reoccurring resolution- reading annually if looking to build momentum. Consideration for a plaque that's visible. Have extra copies available at the HR Day event. Present it at the event and bring the Minneapolis (or other) draft to the event for feedback.

6. Task Force Recommendations

Moving forward on recommendations, researching options and getting more details to start doing these tasks. When moving forward, subcommittees would be desirable. Additionally, consider a training conducted by Ellen Krug- called "Grey Area Thinking".

7. Meeting Schedule and Adjourn

Next meeting is planned for January 22

Adjourn 8:32pm

Georgiana moves, Katie seconds

**BYLAWS OF THE CITIZEN ADVISORY COMMITTEE
CAPITOL REGION WATERSHED DISTRICT**

*Adopted August 4, 1999
1st Amendment May 2, 2001
2nd Amendment October 3, 2001
3rd Amendment August 11, 2004
4th Amendment February 10, 2010
5th Amendment May 13, 2015*

I. PURPOSE AND AUTHORITY

The Citizen Advisory Committee is established to advise and assist the Capitol Region Watershed District Board of Managers (Board) with:

- (a) District organizational development, planning processes, and program implementation
- (b) District communications between the citizenry and the Board
- (c) Consensus building and conflict resolution
- (d) Additional roles as jointly determined by the Citizen Advisory Committee and Board of Managers

The Citizen Advisory Committee performs its duties in accordance with Minnesota Statutes 103D.331¹

II. MEMBERSHIP

Citizen Advisory Committee members are appointed by the Board of Managers and serve at the pleasure of the Board.

The Citizen Advisory Committee will be composed of a minimum of five members who are District residents, as required by Minnesota Statutes section 103D.331, and a maximum number as required to represent the diverse interests of the District's communities and neighborhoods. In addition, the Board may appoint interested and technical persons who are not District residents to the Citizen Advisory Committee.

The Board appoints Citizen Advisory Committee members annually.

III. MEETINGS

Citizen Advisory Committee meetings shall be conducted in accordance with Robert's Rules of Order.

Regular meetings shall be held on the second Wednesday of each month. Those members present at the prior regularly scheduled meeting may make a variance from this meeting schedule by majority vote. Notice of the date, time, place and proposed agenda of the meeting shall be given at least seven days before the meeting.

Special and/or emergency meetings may be called by the Co-chairs, and shall be limited in subject and scope to meet the need for such a meeting. Notice of special and emergency meetings should include the subject and scope of the meeting and be made 24 hours in advance of the meeting by mail, phone, fax or e-mail.

A quorum to conduct Citizen Advisory Committee business will be the presence of at least five members or a simple majority of the members, whichever is least.

At the discretion of the Co-chairs, a subcommittee or taskforce may be appointed to review proposals or to develop recommendations for the Citizen Advisory Committee's consideration.

The Co-chair may appoint non-members who have expressed an interest in the topic or who have specialized expertise to a subcommittee or taskforce as appropriate. In the event that a regularly scheduled meeting is canceled or if there is not a quorum to conduct business at a regularly scheduled meeting, a subcommittee or taskforce may meet during the time of the regularly scheduled meeting without providing 24-hour notice.

Prior to deliberation on an issue, members who feel they have a potential financial conflict of interest shall disclose that information to the Co-chair and members. Members may also identify potential conflicts of interest of other members to the Co-chair and members. A majority vote of members present will determine whether the conflict of interest is substantial enough to exclude the member from voting on the issue. All conflicts of interest disclosures and the subsequent determination on whether to exclude a member from a vote shall be noted in the minutes.

All Citizen Advisory Committee meetings shall be public. Public participation at meetings will, to the extent possible, be for the purpose of presenting information or providing comments that were not previously available to the Citizen Advisory Committee.

IV. OFFICERS

Officers shall be elected for a one-year term. Elections shall be held during the regular Citizen Advisory Committee meeting in April. Candidates for office shall have been a Citizen Advisory Committee member for at least three months prior to the election. Officers shall be:

Two Co-chairs and Secretary

Duties of the officers:

- (a) The two Co-chairs assist in preparing meeting agendas and preside at all regular and special meetings of the Citizen Advisory Committee. The Co-chairs shall have the authority to appoint individuals to serve on subcommittees and taskforces as appropriate.
- (b) Co-chairs alternate presiding at meetings.
- (c) Secretary ensures meeting minutes are prepared and distributed, may receive Citizen Advisory Committee members' expense reports and forwards them to the Board, may handle Citizen Advisory Committee correspondence, and maintains a Citizen Advisory Committee file of pertinent information.

Officers may delegate their duties to other Citizen Advisory Committee members or to District staff.

Any officer whose Citizen Advisory Committee membership ceases prior to the expiration of his/her term as an officer shall be replaced for the balance of his/her term by a special election of the Citizen Advisory Committee. Such special election shall be held during the second regular meeting of the Citizen Advisory Committee immediately following termination of the officer's membership.

V. **PARTICIPATION**

To ensure the efficient and effective working of the Citizen Advisory Committee, regular attendance at meetings is necessary. Accordingly, if a member fails to attend four consecutive (unexcused) regular meetings or fails to attend eight of the 12 regular monthly meetings without notice, that member will forfeit his/her Citizen Advisory Committee membership. A member in jeopardy due to lack of attendance (above) shall be notified in the Citizen Advisory Committee minutes and by separate memorandum from the Citizen Advisory Committee to the member that his/her attendance is required at the next regularly scheduled Citizen Advisory Committee meeting to avoid forfeiture of membership.

An absence shall be deemed excused if the member notified the Co-chair, another Citizen Advisory Committee member or District staff prior to the meeting. Excused absences shall be noted in the meeting minutes.

Members of the Citizen Advisory Committee may request a leave of absence from the Citizen Advisory Committee by request in writing to the Board. The Board of Managers may grant a leave of absence for a period of no less than three months and up to a maximum of one year. While a member is on leave of absence, he/she shall not be eligible to vote and shall not be counted towards quorum.

Members shall communicate their intention to resign in writing to the Citizen Advisory Committee Secretary, who in turn will notify the Citizen Advisory Committee and the Board.

Advisory Committee members are encouraged to attend Board meetings and functions.

VI. **REIMBURSEMENT**

Citizen Advisory Committee members can be reimbursed for expenses incurred while carrying out the business of the District when such expenses are pre-approved by the Board of Managers. Typical reimbursements will be for travel, lodging, meals and supplies to attend and/or participate in conferences, workshops, tours and meetings. Costs incurred in attending regular, special and emergency meetings of the Citizen Advisory Committee and the Board are not normally considered reimbursable expenses but can be reimbursed upon decision of the Board when need is demonstrated.

VII. AMENDMENTS

These bylaws may be amended by a two-thirds vote of the members present at any regular meeting of the whole Citizen Advisory Committee, provided that written notice setting forth in detail the content of the proposed amendment(s) has been presented at the prior regular meeting.

These bylaws shall be reviewed for possible changes or updates by approved motion of the Citizen Advisory Committee or Board.

Bylaws and any changes thereto shall be submitted to the Capitol Region Watershed District Board for comment prior to adoption.

¹ ***Minnesota Statutes section 103D.331. Watershed District Advisory Committee***

Subdivision 1. Purpose. *The managers must appoint an advisory committee to advise and assist the managers on all matters affecting the interests of the watershed district and make recommendations to the managers on all contemplated projects and improvements in the watershed district.*

Subd. 2. Members. *(a) The advisory committee consists of at least five members. If practicable, the advisory committee members selected must include a supervisor of a soil and water conservation district, a member of a county board, a member of a sporting organization, and a member of a farm organization. Other advisory committee members may be appointed at the discretion of the managers. The members must be residents of the watershed district and serve at the pleasure of the managers.*

(b) In addition, the managers may appoint other interested and technical persons who may or may not reside within the watershed district to serve at the pleasure of the managers.

Subd. 3. Expense reimbursement. *The managers may reimburse members of the advisory committee for actual traveling and other necessary expenses incurred in the performance of duties in the amount as provided for state employees.*

PROCLAMATION TO DECLARE FEBRUARY 15, 2018 “NOT FOR SALE DAY” TO RAISE AWARENESS ABOUT SEXUAL EXPLOITATION

WHEREAS, sexual exploitation is defined as the sexual abuse of someone who engages in commercial sexual activity. Commercial sexual activity occurs when anything of value or a promise of anything of value, such as money, drugs, food, shelter, protection, and other basics of life, is provided to a person by any means in exchange for any type of sexual activity. A third person may or may not be involved; and

WHEREAS, sexual trafficking and commercial sexual exploitation is a market built on exploitation, violence, and brutality. Sex buyers use money and power to exploit victims. Traffickers profit by linking buyers to victims for sale. Facilitators of trafficking recruit a supply of victims and prepare them for sale through systematic exploitation of specific needs and vulnerabilities; and

WHEREAS, victims of sexual exploitation come from every background, race, gender, sexual orientation, age and economic status. The average age of entry for a minor who is exploited is 12 to 14 years of age. These youth often go unidentified or misidentified and unreported;

WHEREAS, a comprehensive Minnesota study released in August 2017, found that buyers typically are white middle-aged males who travel 30 to 60 miles for sex, often before or after work, while on their lunch break, on business trips or male-focused vacations like hunting trips. Based on a national study, 26,000 Minnesota men may have bought sex in the past year; and

WHEREAS, the perpetrators of sexual exploitation cause great harm and trauma to their victims, violating their rights, they also traumatize families, and undermine the stability, safety and well-being of our communities; and

WHEREAS, law enforcement officials and nonprofits across Minnesota are taking aggressive and new action to crack down on buyers of commercial sex and boosting programs aimed at prevention measures for keeping persons from being exploited and sex-trafficked; and

WHEREAS, survivors of sexual exploitation have bravely confronted this issue by telling their stories and leading multidisciplinary coalitions of advocates to support victims of this crime and to educate communities; and

WHEREAS, the Minnesota Department of Health and Minnesota Department of Human Services as well as other state and nonprofit agencies along with local municipalities and law enforcement agencies are working together towards providing supportive victim-centered services such as trauma-informed services and safe housing, as well as Regional Navigators who are responsible for connecting victims with services and serving as experts for their communities; and

WHEREAS, “Not for Sale Day” is an opportunity to educate, promote safety for all, accountability and justice, and underscore the commitments made by organizations and communities to end sexual exploitation in our communities.

NOW, THEREFORE WE, Mayor Steffenson and the Maple Grove City Council, call upon all citizens of Maple Grove to join the Maple Grove Police Department in declaring **February 15, 2018**, as “**Not for Sale Day.**”

FURTHER, LET IT BE KNOWN THAT, WE, Mayor Steffenson and the Maple Grove City Council, do hereby proclaim **February 15, 2018**, as “**Not for Sale Day.**”

Administrator

Mayor