



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
ONE CITY HALL PLAZA, CHASKA CITY HALL
Thursday, June 27, 2019
6:30 PM

- 1 Roll Call
- 2 Adopt Agenda
- 3 Open Forum/Guest Presentation
 - 3A Stacey Nelson-Kumar: PBS Video, Race: The Power of an Illusion
- 4 Approve Minutes
 - 4A Human Rights Commission Minutes - May 23, 2019
- 5 Treasurer's Report
 - 5A Treasurer's Report
- 6 Old Business
 - 6A River City Days Booth: July 26-28
 - 6B U.S. Census Complete Count Committee
- 7 New Business
 - 7A Chaska Farmers Market - Funding to support multi-ethnic entertainment
- 8 Next Meeting Date – July 25, 2019
- 9 Adjourn

**STAFF REPORT
HUMAN RIGHTS COMMISSION
June 27, 2019**

Subject: Stacey Nelson-Kumar: PBS Video, Race: The Power of an Illusion

Prepared By: Nate Kabat

Stacey Nelson-Kumar is a resident of Chaska who has been involved in discussions related to equity with the School District and the City of Chaska. She is interested in sharing a trailer for an educational video on the topic of race that the School District recently acquired. She would like to suggest that a community viewing with a discussion be hosted and is interested in the Human Rights Commission's interest as a potential sponsor.

More information can be found here: <http://www.racepowerofanillusion.org/>

Chaska Human Rights Minutes

Thursday, May 23

Meeting called to order at 6:30

1. Roll Call – Haga, Leggett, and Scarborough absent
Present: Bean, Carlson, Dunbar, Spreadbury, Welvaert, White
Absent: Haga, Leggett, Scarborough
2. Motion to adopt the agenda. Motion by Carlson, Second by White. Motion carried.
3. Open Forum:
Jim Accurso, U.S. Census Bureau, Minnesota Partnership Specialist, Chicago Region

Accurso presented the Census Bureau's Community Partnership and Engagement Program (CPEP). He explained Complete Count Committees (CCC) and their role to promote the US Census and encourage participation. He provided background on the Census and the importance that everyone be counted by the Census, and the challenges that prevent participation. He explained that all people will receive a flier that directs to either call the Census or complete the Census online.

Accurso explained that a CCC is a way to collaborate with the Census Bureau to receive support to promote participation in the Census. He stated that the Bureau allows the local community to take the lead and will provide support as desired. A CCC will appoint a Chair, which is the liaison to staff at the Census Bureau. CCCs can help to promote the Census to both the general population and more targeted harder to reach populations.

Dunbar asked what kind of budget is needed to support a CCC. Accurso responded that the funds needed depends on the amount of outreach that a community decides to conduct. He offered that the Census Bureau has premade materials available for communities to use in order to decrease cost. Welvaert asked how many people typically sit on a CCC. Accurso stated the number of participants might range between 3 and 12 people, and depends on the community, the size of difficult to reach populations, and the interest that exists. Welvaert asked how best to reach difficult to reach populations. Accurso mentioned that community events, church bulletins, job fairs, media messaging, op eds in the newspaper, social media, and face to face outreach are all useful approaches. Dunbar stated that she heard each count is worth \$1,500 per year and asked where those dollars go. Accurso clarified those dollars go to the State to support various government programs. Councilmember-Elect Taylor Hubbard, a meeting observer, asked whether questions are being challenged by the courts. Accurso confirmed this is the case. Hubbard asked whether respondents can omit responses on the survey. Accurso clarified that the Bureau wants respondents to respond to all questions, however an incomplete response will still count the individual. Carlson asked what the training for CCCs consists of. Accurso explained that the three-hour training provides in-depth information about how the Census works including geography, apportionment, tools to access data, and federal funding impacts.

Carlson asked the Commission about next steps, and whether there is interest to proceed. Kabat explained that there has been no decision made about the City's participation to this point. He offered that dedicating dollars or City staff time would require some discussion to determine the correct level, however using the premade materials offered by the Census Bureau to do some simple outreach is doable. Accurso noted that materials can be found on 2020Census.gov, and materials can be ordered and sent within a couple of weeks. Dunbar stated she has already asked for information to provide at the River City Days booth in July. Scarborough asked about how much of an impact CCCs have on participation rates in communities that have high participation rates. Accurso stated that CCCs do have an impact but he did not have numbers to offer on volume.

Jenny Stone, SD 112 School Board Member and Teacher

Stone shared a statement with the Commission about the need to address racism in schools and the community. She shared that the District is working with the U of MN to conduct an equity audit and this will be positive. She offered thanks to the Commission for its partnership and support in working on racial issues throughout the community.

4. Approve Minutes

Dunbar asked for a correction on page 4. She stated instead of "school board members" at her table, the minutes should state "district employees."

Motion by Carlson, Second by Dunbar. Motion Carried.

5. Treasurer's Report

Kabat reported that \$44.87 was spent on granola bars and water to support the Pow Wow which occurred last weekend. He asked the Commission whether they would be OK with this expenditure coming from their budget consistent with last year. If the expenditure is approved, the current 2019 balance would be \$1,955.13.

Motion by Carlson, seconded by White. Motion carried. Old Business

6. Old Business

a. Joint Work Session Reminder

Welvaert reminded the Commission about the joint work session to be held on June 17, 4:30-7:00 pm at the Chaska Fire Station. A representative of the League of MN Cities will present a training on open meeting law and governance best practices.

b. Update: Equity & Inclusion

Kabat summarized the staff report. Dunbar asked about the status of the letter that the Human Rights Commission drafted and published on the City website. She was hoping it would be published in the Herald but has not seen it. Other Commission members agreed. Kabat agreed to follow-up and submit to the Herald to request publication.

Carlson asked how the Human Rights Commission can assist. Kabat explained that there will be a role for more involvement as plans come together and move towards implementation. Welvaert suggested that support for the efforts being made and speaking against racism in the community is also helpful at this time. Jenny Stone added that 120 people applied to the School District's Equity Committee from which 20 people have been selected with Commissioner Leggett's assistance. Jenny Stone stated that a webpage has been created on the School District's website to share updates of the Committee's work. Spreadbury emphasized the importance of regular updates on progress is important for people who may be less connected to the School District. He offered that the Chaska Herald is a good place that many people read.

c. Update: River City Days Booth July 26-27

Welvaert shared a sign-up sheet with the Commission asking for volunteers to staff the booth. White stated that the giveaway items still have plenty except for the fans. White recommended that fans be purchased again for this year as they were a popular item. Last year the Commission spent \$325 on the fans.

Carlson motioned to spend up to \$450 to purchase fan swag items for the River City Days Booth. Second by White. Motion carried.

Welvaert asked about candy. Kabat agreed to include that in the swag purchase.

Hubbard shared some history on engagement activities with kids that the Commission did when she was on the Commission. Welvaert suggested that maybe an activity that ties to the Census would be a way to engage with kids. White offered to think about ideas to present at the next meeting. Bean offered to come to City Hall to sort through the River City Days bins in order to organize and remove dated materials. Kabat will assist.

7. New Business

- a. Dunbar asked to discuss the idea of a Complete Count Committee in more detail. Welvaert offered her support of the idea. She stated that targeting the harder to reach populations would be a good focus for a CCC. Carlson read from materials that were provided by the Census Bureau about possible participants on a CCC and suggested that multiple partners being involved would be important. Dunbar suggested that including representatives from the Somali and Hispanic populations and other harder to reach populations. Kabat stated he would present a report at the next meeting to outline a recommendation to proceed. The group agreed to have more discussion at the next meeting.

White asked that information be sent to the absent members so they have time to do some research into the Census as well.

8. Adjourn

Motion by Carlson. Second by Dunbar. Motion carried.
Meeting adjourned at 8:00 pm

**REQUEST FOR ACTION
CHASKA HUMAN RIGHTS COMMISSION
May 23, 2019**

Subject: **Treasurer's Report**

Prepared By: Nate Kabat

Balance and Expenditures:

2019 Beginning Balance:	\$2,000
May 2019 Expense: Water and Granola Bars for Pow Wow	\$44.87
June 2019 Expense: Give Away HRC Logo Fans	\$325
Balance: June 2019	\$1,630.13

STAFF REPORT

HUMAN RIGHTS COMMISSION

June 27, 2019

Subject: U.S. Census Complete Count Committee

Prepared By: Nate Kabat, Assistant City Administrator

Background

The Human Rights Commission heard a presentation from Jim Accurso, Minnesota Partnership Specialist, U.S. Census Bureau at its June 23, 2019 meeting. Mr. Accurso presented a number of ways that communities can raise awareness and support participation in the 2020 U.S. Census. Opportunities for involvement range from distributing marketing materials that the Census Bureau has made available on its website to creating a more formal Complete Count Committee which requires City Council action.

Following Mr. Accurso's presentation, Commission members expressed interest in pursuing work to promote the 2020 Census and encourage participation. The Commission directed staff to present options that could work well for Chaska based on the resources the Census Bureau offers and based on City involvement in previous Censuses.

Update

City of Chaska staff have a well-established ongoing relationship with the U.S. Census Bureau which has resulted in a track record of successful complete Census counts. For the past few Censuses, Chaska has had very high initial participation rates consistently at around 85%. City staff have then worked with Census workers to identify new neighborhoods, locations of harder to reach populations, and connect workers with community organizations that work directly with harder to reach populations. These collaborative efforts have resulted in consistent complete counts.

Recognizing that the 2020 Census is as important as ever before, the Human Rights Commission can play an important role in building awareness ahead of the Census effort. The U.S. Census Bureau has a wealth of fact sheets, visuals, handouts, and other materials available to teach people about topics like how to respond to the Census, why the Census is important, and how the Census information gets used. The Human Rights Commission can put these materials to use by providing them to community groups directly, at community events like River City Days, developing messaging on the City's social media and internet outlets, and tapping into other social or professional networks that Commissioners are a part of in order to educate the community.

A Complete Count Committee does not need to be formed to conduct the activated described above. Creating a formal Complete Count Committee, as discussed by Mr. Accurso, is not a necessary step to access the materials that the U.S. Census Bureau has available for distribution

for community education. In order to create a committee, formal Council action is necessary. If a committee is created, members are eligible to attend a three-hour training by the Census Bureau to learn details about how the Census is conducted and how collected data is used. Membership and activities of such a committee depends on the community's desire and are established by the community. To proceed in this direction, the Human Rights Commission would need to conduct a process to determine the members of the committee, define the activities and role of the committee, and develop a meeting schedule and timeline of the committee's activities. If the Human Rights Commission desires to establish a committee, more discussion would be needed to define these key elements of committee members, committee role, and timeline and meeting schedule.

Recommendation

Given the established ongoing historic relationship the City of Chaska has with the U.S. Census Bureau and the track record of successful outcomes, the amount of resources already available through the U.S. Census Bureau's website, the ability of the Human Rights Commission to educate the public, the alignment of this topic with the Human Right's Commission's mission of education and outreach, and the time available between now and the implementation of the 2020 Census, staff recommends that the Human Rights Commission lead education efforts to promote participation in the 2020 Census without the need to establish a formal Complete Count Committee.

REQUEST FOR ACTION

CHASKA HUMAN RIGHTS COMMISSION

June 27, 2019

Subject: Chaska Farmers Market - Funding to support multi-ethnic entertainment

Prepared By: Nate Kabat

Background

One item that has come out of discussions on equity involving the City of Chaska, School District 112, and parents of students is to include multi-ethnic entertainment at this summer's Farmer's Market. Working with the SouthWest Metro Chamber, three weeks have been identified in which entertainment has not yet been scheduled. The Chamber is supportive of multi-ethnic entertainment being scheduled for these weeks, and sees this as a valuable opportunity to promote all members of our community.

Parents involved in these discussions have ideas of entertainment options to pursue, however some may require funding. The Human Rights Commission could be a source of funding to support this effort, so a request is being made for sponsorship.

As reported in the treasurer's report, the HRC budget current stands at \$1,630. Anticipated outstanding expenses for this year include approximately \$100 for name tags, shirts, and business cards for the two new members, \$350 to advertise the HRC Award in line with 2018's expenditure, \$50 for the River City Days booth, and a recommended \$200 set aside for the 2020 MLK Day. With these expenses considered, approx. \$930 remains uncommitted.

HUMAN RIGHTS COMMISSION ACTION REQUESTED

Motion to approve up to \$_____ to support multi-ethnic entertainment at this summer's Farmer's Market.