



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Thursday, October 26, 2023
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Open Forum/Guest Presentation
4. Approve Minutes
 - 4.A. Approve Meeting Minutes - August 24, 2023
5. Treasurer's Report
 - 5.A. Treasurer's Report - October 2023
6. Old Business
 - 6.A. MLK Human Rights Celebration
 - 6.A.i. Additional subcommittee member needed
 - 6.B. Appreciation Months (Women's, Veteran's)
 - 6.C. Pride Celebration
 - 6.D. River City Days
 - 6.E. Cultural Heritage Month
 - 6.F. Community Partnerships
 - 6.F.i. Communities of Belonging
 - 6.G. Communications
7. New Business
 - 7.A. Hooked on Books Request
 - 7.B. October 28, 2023 Community Celebration
 - 7.C. 2024 HRC Action Plan

- 7.D. 2024 HRC Swag
 - 7.E. 2023 Chaska Human Rights Award
- 8. Next Meeting Date
 - 8.A. The next HRC Meeting is November 16, 2023
- 9. Adjourn



Minutes
CHASKA HUMAN RIGHTS COMMISSION
Thursday, August 24, 2023
6:30 PM

1. Roll Call

Present: Chairperson Carlson, Vice Chairperson Hubbard, Commissioners Ali-Daar, Welvaert, Haga, Sandison, Ghatti, LeSueur

Absent: None

2. Adopt Agenda

Motion: Commissioner Haga

Second: Commissioner LeSueur

Motion: Carried

3. Open Forum/Guest Presentation – no guests

4. Approve Minutes

4A. Adopt Meeting Minutes – July 27, 2023

Motion: Commissioner LeSueur

Second: Commissioner Hubbard

Motion: Carried

5. Treasurer's Report

5A. Treasurer's Report 2023

Durbin reported the updated expenses as follows: The River City Days budget has been finalized, and unused funds have been put back into the available balance. For the August budget, dance performances taking place in September have been committed. Books for the MLK Celebration have been budgeted for, but not bought yet.

Motion: Commissioner Ali-Daar

Second: Commissioner LeSueur

Motion Carried

6. Committee Updates

6A. MLK Human Rights Celebration

Commissioner Welvaert updated that the subcommittee has not met in the last month. Next time they meet they will discuss the books and when they will be ordered.

6B. Appreciation Months

Commissioner Hubbard discussed the Veteran's recognition that could be done on the Facebook page. Commissioner Haga discussed the Veteran's Appreciation event done at Chaska Middle School. They partnered with Chaska County Veteran Services and said that the Commission could potentially utilize the presentation that was used and get some of the information to Kevin.

6C. Pride Celebration

Commissioner Haga mentioned that planning for next year's event should be started sooner, and wondered if the Commission wants to make the event bigger.

6D. River City Days

Chair Carlson updated that the event went smoothly and that Jeopardy went great as well. Commissioner Haga thanked Vice Chair Hubbard for his contribution of the candy at the event. Vice Chair Hubbard mentioned looking for supporters for next year's event.

6E. Cultural Heritage Month

Commissioner Ali-Daar updated that the African Celebration will be held on September 8th from 6-9 p.m. She updated that finding fashion show participants and marketing to promote the event is being worked on now. The Somali Museum of Minnesota will be in attendance as well.

Commissioner LeSueur updated on the information that will be on the tables about each of the different countries, cultures, and languages.

Commissioner Ali-Daar updated that Creative Catering has been chosen for the food at the event. The catering has been finalized, the cost was about \$1,000. Commissioner Ghatti will be in charge of the Henna tattoos at the event, she has found 2 other people to help her with that.

Commissioner Ali-Daar asked if there could be a few volunteers to help at each of the stations/tables. Chair Carlson asked if anyone could come help her at 1pm on September 8th to help her set up all the tables. Chair Carlson asked if anyone on the Commission is interested in wearing a dress from Sudan and participating in the Fashion Show.

Chair Carlson updated that the Latin Music and Food Festival is being held on September 22nd and there will be a booth for the HRC.

Chair Carlson updated on the Indigenous People's Day, honoring America's first inhabitants. Commissioner Haga is looking for a couple of people who can help out, Commissioner LeSueur volunteered.

6F. Community Partnerships

6Fi. Communities of Belonging

Chair Carlson updated that she and Commissioner Ali-Daar participated at the latest training at the YMCA of the North, sponsored by the Public Health Department.

6G. Communications

Chair Carlson updated that on August 12, she gave a presentation to the Beyond New Beginnings Board of Directors about the work the HRC does. She said that it was very well received. Chair Carlson also updated that the final draft of the Master Pedestrian and Bike Plan for Chaska has been finalized and is available on the Parks and Rec Website to be read if anyone is interested.

Vice Chair Hubbard recommended that everyone take a look at the Community Center Master Plan and put in their input to the Parks and Rec Department.

Chair Carlson updated that this Saturday, August 26th, is one of the final Driver's License for All classes at the Chaska Moravian Church.

7. New Business:

Chair Carlson updated that the Art Gallery Exhibit area at the Chaska Community Center is looking for exhibits for 2024. She recommended that the HRC begin thinking about future exhibits they would like to do in 2024.

8. Next Meeting Date – September 28, 2023 at City Hall Council Chambers.

9. Adjourn

Meeting adjourned at 7:14 p.m.

CHASKA HUMAN RIGHTS COMMISSION

October 26, 2023

2023 Beginning Balance:	\$6,500
January	
Speaker Fee (MLK Day event)	(\$300.00)
Pastries (MLK Day event)	(\$150.00)
Tablecloths (MLK Day event)	(\$38.94)
Food and table settings (MLK Day event)	(\$51.91)
HRC Logo Contest Stipend	(\$500.00)
February	
Human Rights Award Plaque	(\$99.37)
March	
April	
May	
June	
Name Tags	(\$197.16)
HRC T-Shirts	(\$202.00)
Driver's License for All room rental	(\$390.00)
T-Shirts for Pride Celebration	(\$500.00)
Pride Celebration supplies	(\$688.62)
Pride Celebration ice cream	(\$172.85)
Pride Celebration honorarium for face painter	(\$100.00)
July	
River City Days supplies	(\$183.03)
River City Days booth	(\$50.00)
Name plate	(\$36.99)
Lions Club donation for Cultural Heritage Month events	\$2000.00
August	
Somali Dance Troupe Performance	(\$1000.00)
Organico Kenyan Cultural Dance and Entertainment	(\$650.00)
MLK Day event books for 2024*	(\$450.00)
September	
Accessories for African Cultural Event	(\$247.72)
Food for African Cultural Event	(\$985.56)
Translation services	(\$150.00)
October	
Latino V.O.I.C.E.S. (Dia de los Muertos)	(\$340.00)
November	
December	
Balance:	\$1,015.85

Notes:

*MLK Day event books budget was approved at the July meeting. The funds have not yet been spent.



October 16, 2023

Dear members of the Chaska Human Rights Commission,

After a two-year break, *Hooked on Books...and the Arts, too!* is back and we are planning an exceptional, engaging event on Saturday, February 10, 2024! This community-wide event celebrating literacy and the arts is a partnership of the Carver County Library and Eastern Carver County Schools. It is fully funded by local sponsors, and we are looking to you for support. This year's *Hooked on Books...and the Arts, too!* is a revival of this amazing event and in preparation for our educators as the Minnesota Department of Education launches new standards and learning targets specific to Anishinaabe and Dakota culture.

With the focus on Anishinaabe and Dakota culture we are honored that Jessie Taken Alive-Rencountre is our feature author. Jessie is Hunkpapa Lakota. She grew up on the Standing Rock Reservation, is a dancer, mother, writer, wife and a counselor. She worked as a school counselor in the Rapid City School District and has founded *Spirit Aligned Leadership* and an online platform called *Social Distance Pow Wow* that has over 200,000 members. Jessie is the author of *Thunder's Hair*, *We are All Related*, *Pet'a Shows Misun the Light*, *Pet'a Shows Keya Energy* and a contributor to the book *Ancestor Approved*. She is currently working on a new book hoping to be published sometime in December bringing awareness to childhood anxiety and coping strategies. All of her works feature Native wisdom and resilience.

We believe this event aligns with the Commission's mission of promoting harmony and respect for the rights and dignity of all. This event brings literacy alive and tangible for youth, equips staff with indigenous resources and brings the community together for collective learning and celebration of native culture. We thank you for your stewardship and respectfully request your consideration of sponsorship. A variety of promotional materials would include naming the Chaska Human Rights Commission as an official sponsor of this event. For sponsorship tiers, please see attached.

If approved, your contribution should be made out to ECCS Community Education, 110600 Village Road, Chaska, 55318. Your support is greatly appreciated!

Respectfully submitted,

Melissa Hansen
Community Education
HansenM@district112.org
952.556.6438

Kelli Brenny
Culture and Climate Specialist
BrennyK@district112.org

Jade Jackson
Native Intercultural Specialist
JacksonJa@district112.org

For more information about the 15+ year history of *Hooked on Books...and the Arts, too!* go to eccs.mn/hooked.

Hooked on Books

Sponsorship

and the Arts, too!

\$3,000+	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**	Table/booth at event	Logo on Hooked on Books Bag
\$2,000-\$2,999	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**	Table/booth at event	
\$1,000-\$1,999	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**		
\$500-\$999	Name on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*			
\$100-\$499	Name on promotional materials & linked on HOB website				

*Featured sponsor Friday post on social media leading up to event

** provide 2,000 items/flyers for Hooked on Books giveaway bag



REQUEST FOR ACTION CHASKA HUMAN RIGHTS COMMISSION 10/26/2023

Subject: 2024 HRC Action Plan

Prepared By: Elise Durbin, Assistant City Administrator

Background

The Chaska City Council identified several key vision statements looking towards the year 2025 at its retreat in 2019. One of the identified statements then and now is:

In 2025 Chaska is a welcoming, respectful, engaging, and inclusive community.

In 2020, the HRC and City Council held a joint work session to discuss this topic in more depth. Following that work session, the HRC, with input from several city departments, developed their first Strategic Plan. This was adopted by both the HRC and City Council in late 2020.

Last year, the HRC updated the strategic goals and implementation section of the plan (attached). During this update, an annual action plan was developed to help guide the HRC's efforts for the upcoming year so that they coincided with the Strategic Plan.

2024 Action Plan

Chair Carlson, Vice Chair Hubbard, and staff met earlier this month to discuss updating the Action Plan. The proposed 2024 Action Plan is attached, and follows the goals of the Strategic Plan and sets actions for each goal. Additionally, at the end of the document is an other section that proposes actions for 2024 that do not necessarily fall under a certain goal, but rather are important for the work of the commission.

HRC ACTION REQUESTED

Motion to adopt the 2024 Action Plan.

Human Rights Commission

2021-2023 Strategic Plan

Introduction:

The Human Rights Commission was established by the Chaska City Council in 2000. Twenty years later, a lot has been learned and the community has grown and changed. Both the Chaska City Council and Chaska Human Rights Commission agree with the importance of taking time to acknowledge the success of the Human Rights Commission and to identify how to grow the Commission's ability to serve the community for the next twenty years.

The Chaska City Council identified several key vision statements looking towards the year 2025 at its retreat in 2019. One of the identified statements is:

In 2025 Chaska is a welcoming, respectful, engaging, and inclusive community.

A strategic direction identified by the plan to move this vision forward is to "Celebrate Diversity." The Council also identified several implementation steps to move the vision and strategic direction forward. Among the implementation steps listed is, "redefine the Human Rights Commission," and, "expand participation in the Human Rights Commission."

The following Strategic Plan for the Chaska Human Rights Commission reflects a joint effort including the Chaska City Council, Chaska Human Rights Commission, and City Staff. This Strategic Plan for the Human Rights Commission reflects implementation of the City Council's goals and is a direct outcome of a process initiated by a Joint Work Session between the City Council and Human Rights Commission on August 27, 2020.

Following the Joint Work Session, the Human Rights Commission formed a Strategic Planning Subcommittee that worked with City Staff in the Administration, Parks & Recreation, and Police Departments to develop a draft plan. The draft plan was reviewed by the Human Rights Commission and refined by the Subcommittee to develop a final plan. The process culminated in approval by the Human Rights Commission on October 22, 2020 and by the City Council on November 16, 2020.

Purpose:

This Strategic Plan of the Human Rights Commission sets key roles, goals, and implementation strategies to guide the Human Rights Commission's work over the next 2 to 3 years. With City Council and Human Rights Commission approval supporting the document, it serves to ensure both groups agree with the direction of the Human Rights Commission and how it intends to serve the community. Both the City Council and Human Rights Commission acknowledge that the previously stated vision is an ongoing effort, and both groups understand the need to continually review and update this document. The Strategic Plan should be viewed as an aspirational living and breathing document that will best serve the community with ongoing attention and maintenance.

Strategic Goals and Implementation:

The Human Rights Commission (HRC) will serve the community by advancing the following key goals. Each goal is followed by implementation steps to guide the HRC's work. While the goals are longer-term, high-level and will require ongoing effort into the future, the implementation steps provide more concrete direction to advance those goals.

1. Proactively partner and engage with community members and groups.
 - a. Implementation:
 - i. Seek boards, work groups, and volunteer opportunities to participate in as HRC members.
 - ii. Represent the HRC on project specific City task forces.
 - iii. Support community members and groups in implementing programs that align with HRC's and Council's vision.
 - iv. Invite community members and groups to HRC meetings to share their stories and service opportunities.
2. Advise Staff and Council
 - a. Implementation:
 - i. Identify best methods to directly communicate with the City Council.
 - ii. Review Ordinance 2.24.090, Purpose and Duties of the Human Rights Commission, to ensure alignment with current expectations and strategic objectives and recommend updates to the City Council.
 - iii. Provide guidance and support to relevant city initiatives.
 - iv. Advise staff to incorporate diversity into existing and new community celebrations and programs.
 - v. Advise staff on best practices to reach a diverse audience for official communications.
3. Community Engagement and Education
 - a. Implementation:
 - i. Improve the HRC webpage:
 1. Include a photo of HRC members.
 2. Provide references to resources.
 3. Improved lines of communication.
 - ii. Increase visibility of the HRC through all forms of media.
 - iii. Develop an empathetic response program to provide community support via editorials and other communication channels
 - iv. Develop and host programs to celebrate cultural holidays/months and promote community focused goodwill.
4. Continue ongoing core efforts
 - a. Implementation
 - i. MLK Breakfast
 - ii. River City Days Booth
 - iii. Annual Human Rights Award
 - iv. Chaska Pride Picnic

Human Rights Commission 2024 Action Plan

Proactively Partner and Engage with Community Members and Groups

- ***Engage with community members and organizations***
 - Continue to engage and build relationships with organizations that we have worked with in the past.
 - Seek sponsorships from organizations and businesses for HRC events.

Advise Staff and Council

- Work with city departments, schools, Carver County, and businesses on engagement opportunities.
- Place a request to the City Council for additional funding to support HRC programming and partnerships that promote a community of response and dignity for all Chaska residents.

Community Engagement and Education

- Develop a series of sessions with the purpose to engage, mentor, and develop leaders.
- Develop partnerships with emerging organizations that promote a multi-racial democracy effort.
- Work with Communities of Belonging to develop a vision, mission, and goals.

Continue Ongoing Core Efforts

- Create and promote monthly messages or opportunities to encourage active participation in creating a community where all are welcomed.
- Continue past core efforts, and expand to include:
 - MLK Human Rights Celebration (January)
 - Black History month, Civil Rights, and Humanity Engagement (event(s) to be defined to be held in January-February)
 - Women's Recognition (March)
 - Asian and Pacific Islander recognition (event(s) to be defined to be held in March)
 - Pride Celebration (June)
 - River City Days (July)
 - Cultural Heritage Month (September)
 - Indigenous People recognition honoring America's first inhabitants and the Tribal Nations that continue to thrive today (event(s) to be defined to be held in October)
 - Veteran Acknowledgement joining organizations that thank all who honorably served in the military during war time and peace (November)

Other

- Establish committee assignments in February 2024. Schedule committee work meetings to ensure participation (this could include meeting on the same nights as regular HRC meetings).
- Develop qualitative and quantitative measures of success for the HRC.
- Challenge and support partners who share the vision of the HRC.
- Explore opportunities to generate income (example: selling t-shirts)
- Implement document sharing so that notes, files, and more can be shared amongst committee members during the event planning process.



CHASKA HUMAN RIGHTS AWARD

CHASKA HUMAN RIGHTS COMMISSION

NOMINATION GUIDELINES

Award

Eligible recipients are individuals or organizations (businesses, volunteers, or religious groups) who make special effort to ensure all Chaska citizens have equal opportunities in employment, housing, public accommodations, public services, education and other affairs related to the social well-being of the Chaska community.

Selection

The Chaska Human Rights Commission members will review all nominations and select the Award recipient.

Recognition

The Award recipient will be recognized at the Martin Luther King Jr. Human Rights Breakfast. The recipient may be videotaped or photographed for promotional and recognition purposes. All footage becomes the property of the City of Chaska.

Past Recipients

- 2011: Jonna Herbstritt
- 2012: Guardian Angels Church Homebound Ministry
- 2013: Gordon Stewart
- 2014: The Gathering Place, St. John's Lutheran Church
- 2015: The Blessed Bee Thrift Store
- 2016: Launch Ministry
- 2017: Love INC
- 2018: Libby Fairchild
- 2019: Barbara Colhapp
- 2020: Lee Ann Winters
- 2021: His House Foundation & Chaska Girl Scout Troop 15554
- 2022: Latino V.O.I.C.E.S.

Criteria

1. Nominee(s) MUST have lived or conducted business in Chaska during the time of their contribution.
2. The contribution MUST represent a substantial effort toward winning or preserving equality and justice for groups of people whose circumstances make them vulnerable to prejudice, discrimination, or injustice. Vulnerable groups may be, but need not be, the "protected classes" defined in the Minnesota Human Rights Act, namely, those who may suffer discrimination because of race, color, creed, religion, national origin, sex, marital status, disability, dependence on public assistance, age, sexual preference or family status.
3. The contribution MAY be in the form of one act, or a series of activities, which should be cited specifically within the application.
4. The Chaska Human Rights Commission MAY give priority to the nominee(s) whose contributions had an impact on a substantial number of Chaska residents.
5. The Commission MAY give priority to the nominee(s) whose contributions impacted more than one class of vulnerable people.
6. Priority MAY be given to nominee(s) who protect or enhance rights outside normal employment, instead of to person(s)/organizations who perform these services as part of their job description or business.
7. The Commission MAY decide not to give an award.
8. The Chaska Human Rights Commission members and City of Chaska staff are ineligible for this award during their term of service and for work accomplished for the Commission during their tenure. They may receive the award after they leave the Commission or City of Chaska employment.



CHASKA HUMAN RIGHTS AWARD CHASKA HUMAN RIGHTS COMMISSION NOMINATION FORM

1. Please give name as it would appear on the Award and press releases.
2. Please limit the narrative to 500 words or less.
3. Additional information can be attached but should be limited to two pages.
4. Refer questions to the Chaska Human Rights Commission Staff Liaison Elise Durbin at 952-448-9200 or edurbin@chaskamn.gov.
5. Applications can be found on the City of Chaska's website www.chaskamn.gov or by contacting Elise Durbin (see above).
6. Completed applications can be mailed to the Chaska Human Rights Commission, 1 City Hall Plaza, Chaska, MN 55318, or emailed to edurbin@chaskamn.gov.
7. The deadline to submit applications is Friday, December 15, 2023.

Nominated Organization/Individual: _____

Address: _____

Person Making Nomination: _____

Phone Number: _____ **Email Address:** _____

Narrative of how this individual/organization has made special efforts to ensure human rights for all citizens of Chaska. (Please mention specific examples, including length of time, number of people impacted, etc. Additional sheets may be used if necessary.)