

Irene Gomez-Bethke Papers.

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### 1998 Human Rights Commission Members

Kay I. Kramer, Vice Chair, 8100 36th. Avenue North, Apt. 101, New Hope, MN., 55427.

H:

545-7859

W:

954-4721/4722

Stacy L. Unowsky, Secretary, 4501 Oregon Avenue North, New Hope, MN., 55427.

H:

531-1930

W:

335-4426

Henry A. Bates 9300 46th. Avenue North, New Hope, MN., 55428. H: 533-5552

Katie McLaughlin 8416 Northwood Pkwy, New Hope, MN., 55427.

H.

541-1048

Christopher M. Lange 7601 36th. Avenue North, Apt 222, New Hope, MN., 55427.

H:

525-9837

W:

954-4158

Irene Gomez-Bethke 4649 Decatur Avenue North, New Hope, MN., 55428.

H:

537-0469

W:

824-0708, EXT. 125

John Obbereuter, Liaison

W:

531-5170

Fax:

531-5174

### Commissioner Assignments for Priority Project

Date

Publicity/Sun Post/ City Newsletter/ Television/Other.

Communication with City Council.

Speaker/Guest.

Refreshments.

Police/Fire/Staff Invites.

Guests.

### City Council/Commission Concerns

Better Communication.

More Specific Assertion to Our Responsibilities.

Better Leadership.

Less Absenteeism.

Greater Awareness to Other Human Rights Commissions.

## Institution of regular liaison report from City Council, to be given as a regular part of each meeting.

1998 Meeting Dates

(held in Council Chambers unless noted differently)

January 5th.

- February 2nd.

March 2nd (in P&R Conference Room)

- April 6th.

May 4th.

- June 1st.

July 6th.

- August 3rd.

September 7th.--- LABOR DAY > 14

-October 5th.

November 2nd (in P&R Conference Room)

- December 7th.

### City of New Hope Human Rights Commission AGENDA February 2, 1998 City Council Chambers

Kay Kramer, Vice Chair	S	Stacy Unowsky, Secretary					
Henry Bates	K	atie McLaughlin					
Irene Gomez-Bethke	0	hristopher Lange					
John Oberreuter, Liaison							
The Human Rights Commission Me	eting was called to order at	_p.m. by					
Moved by Commissionerarthe agenda.	nd seconded by Commissioner	to approve/amend					
Moved by Commissionerarthe Minutes of January 5, 1998.	nd seconded by Commissioner	to approve/amend					
Election of Officers for 1998: Chair Vice Chair Secretary							
Priority Program One: Housing T Grievance Procedure Affirmative Action Disability/ADA Family/Spousal Abuse							
City Council Working Meeting Co	oncerns and Pursuits.						
Old Business New Business							
It was moved by Commissioner meeting at p.m.	and seconded by Commis	sioner to adjourn the					

### City of New Hope Human Rights Commission AGENDA October 6, 1997 City Council Chambers

Timothy Thomas, Chair	Stacy Unowsky, Secretary
Kay Kramer, Vice Chair	Henry Bates
Irene Gomez-Bethke	Eugene Jackson Jr.
Katie Mclaughlin	Christopher Lange
John Oberreuter, Liaison	
The Human Rights Commission	Meeting was called to order at pm by
Moved by Commissioner to approve/amer	and seconded by Commissioner and the agenda.
	and seconded by Commissioner Minutes of September 9, 1997.
New Hope Human Rights Day	November 1, 1997
Committee Reports:	
Housing Issues	Unowsky
No Fault Grievance	Gomez-Bethke
Student Citizens/High School Affirmative Action	McLaughlin
City Council	Jackson Jr. Oberreuter
Old Business:	
New Business:	
It was moved by Commissioner to adjourn the meetin	and seconded by Commissioner



4401 Xylon Avenue North New Hope, Minnesota 55428-4898 City Hall: 612-531-5100 Police: 612-531-5170

TDD:

Public Works: 612-533-4823 612-531-5109

City Hall Fax: 612-531-5136 Police Fax: 612-531-5174 Public Works Fax: 612-533-7650 Fire Dep't. Fax: 612-531-5175

July 2, 1998

Irene Gomez-Bethke 4649 Decatur Avenue North New Hope, MN 55428

Dear Ms. Gomez-Bethke:

As we discussed earlier, the City Council wishes to meet with the Human Rights Commission to discuss their goals and expectations with regard to the Commission and both regional and independent Commission plans and projects.

The date on which it appears that most Commission Members and Councilmembers can get together is July 22 at 6:45 p.m. Because of the remodeling efforts, we are tentatively scheduling the meeting at the New Hope Public Works building (5500 International Parkway). I will notify you later to confirm the location.

It appears that Christopher Lange will be unable to make the meeting at this time, leaving only yourself and one other member to represent the Commission. Please let me know as soon as possible if this date would not work out for you.

If you have any questions, please contact me.

John Oberreuter / jreu

Sincerely,

David Rudolph Acting Chief of Police New Hope Police Department

by: John Oberreuter Police Inspector

irw

cc: Val Leone, City Clerk

Dan Donahue, City Manager

### **PLANNING**

- Calendar
- Action Sheet
- Checklist
- Basic Programming IdeasLMHRC Projects

### PLANNING CALENDAR - HUMAN RIGHTS COMMISSION

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	0ct	Nov	De
Community Relations									1			
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E .											-	-
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Discrimination									l			1
	51000000000000000000000000000000000000											_
							-					
Imployment/Affirmative Action												_
												-
landicapped/Elderly												1
and Capped/ Edgerly												
Housing												
Bustug												
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		1 1										1
tuman Services												
	-											
	-	1										
		11										

# HRC - DO

DEVELOPMENT OPTIONS

MODULE A: WORKING WITH LOCAL SCHOOL DISTRICTS

ACTIVITIES

MATERIALS

MODULE B: ASSESSMENT AND MONITORING

MONITORING ACCESSIBILITY

MONITORING EMPLOYMENT PRACTICES IN CITY GOVERNMENT

MONITORING ZONING PRACTICES

MODULE C: HUMAN RIGHTS AWARDS

CONSIDERATIONS

TIMELINE

MODULE D: ORGANIZING FOR NO-FAULT

MODULE E: USING CABLE TV

This manual was compiled to help answer the question, "What can our Human Rights Commission do besides the No-Fault Grievance Process?" We hope to share the ideas and experiences of local Human Rights commissions which have been involved in activities in addition to grievance resolution, including public education concerning human rights laws, advising local government, and advocacy.

Each module included here describes a type of activity and provides examples of how that activity has been carried out in various communities, along with advice from those who have tried them. Where possible, estimated costs and time required for a project have been listed. There are also suggested resources for developing your expertise.

We are careful in this manual to focus on human rights activities, as opposed to human services such as economic development, feeding the poor, treatment for substance abusers, assistance for battered spouses, and other such programs which serve important needs, but which are attended to by others. We believe that Human Rights commissions should clearly focus on fighting illegal discrimination, and enhancing the rights of all groups of people defined in the law (MS 363) as belonging to a "protected class." These are tasks that, if Human Rights Commissions don't do them, no one else will.

The ideas contained in this manual are not exhaustive, nor are the procedures described necessarily appropriate for every community. We encourage you to use this information as a guide and as a springboard for developing your own ideas, goals, and procedures. Remember that you know how things work in your community; adapt these ideas so that they will work in your own situation.

Don't assume you have to be an expert before you try a new project. Experience has shown that usually people  $\underline{\text{develop}}$  expertise  $\underline{\text{after}}$  they start a project. Use the resources listed, ask questions, and find ways of developing the expertise you need as you go along.

Finally, we encourage you to contribute to this manual. We hope this will be an ever-expanding collection of ideas, as more and more local human rights groups become active. Share your experiences by writing to us.

### HRC-DO QUESTIONNAIRE

Think of some project your local Human Rights Commission has recently done, or which you think it might do soon.

- 1. NAME that project here:
- 2. What is the project's MAIN GOAL?
- 3. Are there any SUBORDINATE GOALS which it might also achieve?
- 4. What kind of KNOWLEDGE or EXPERTISE is required for this project?
  - A. Knowledge of:
  - B. Knowledge of:
  - C. etc.
- 5. WHERE or HOW can this expertise be gained?
- 6. What MATERIALS will be needed for this project?
- 7. What might be the overall COST of the project?

In money?

In time?

- 8. HOW LONG should the project take? Describe its time frame:
- 9. Do you know of anyone experienced with this project who could be contacted for advice?
- 10. Would you like HRC-DO to develop this project into a Module for sharing with other commissions? If so, please fill in the following:

NAME:

COMMISSION:

ADDRESS:

PHONE:

11. What other module(s) would you especially like to see developed?

# EDUCATION COMMITTEE League of Minnesota Human Rights Commissions

### Goals:

human rights, cultural diversity and discrimination by developing and distributing brochures, videos and other materials.								
What is to be done?								
What are the first steps?								
Who will do what?								
Due dates and timelines:								

	oals:
•	To serve as a catalyst for a better understanding and appreciation of
	the various cultures, their histories and contributions to society by
	providing educational materials.

providing educational materials.	
What is to be done?	
What are the first steps?	
	¥.
Who will do what?	
Due dates and timelines:	

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			9	
That are the first steps?				
				-
Pho will do what?				
		-		
ue dates and timelines:	10		AP II IO S TO I I AII P	
ue untes una timetines.				

<ul> <li>Objectives:</li> <li>To provide written information on all forms of discrimination, including hate crimes, and violations of gay and lesbian rights.</li> <li>What is to be done?</li> </ul>							
What are the first steps?							
Who will do what?							
Due dates and timelines:							

Objectives:
• To survey schools to find existing programs and courses that d

with human rights issues, the degree of success of these programs and what needs the schools have regarding these topics.
What is to be done?
What are the first steps?
Who will do what?
Due dates and timelines:

Objectives: • To sponsor public roundtable discussions on human rights issues. What is to be done? What are the first steps? Who will do what? Due dates and timelines:

<ul> <li>Objectives:</li> <li>To help establish a center for multicultural and human rights resources.</li> <li>What is to be done?</li> </ul>
What are the first steps?
Who will do what?
Due dates and timelines:

6-3-96				Plymouth Human	Rights Commiss	on Rolling Caler	dar					
	1996											
-	JUN		4110					1997				
		JUL	AUG	SEP	QCT	NOA	DEC	JAN	FEB	MAR	APR	MAY
IRC	6-6 (Thurs)	7-11 (Thurs) *	8-1 (Thurs)	9-5 (Thurs)	10-3 (Thurs)	11-7 (Thurs)	12-5 (Thurs)	1-2 (Thurs)	2-6 (Thurs)	3-6 (Thurs)	4-3 (Thurs)	5-1 (Thurs)
Aeetings:											1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	721.1107-7
IRC	PHRC plan for	Plan for 1st Annual	PHRC role in	HRC Mailing on	Review PHRC	Approve annual	Approve 1997					
ctions	Sept Regional	PHRC Award	Autumn Arts Fair	Sept Regional	Award	report to City	Work Plan and		Submit request to CC for Plym.			
vents	HRC School			HRC School	nominations &	Council on HRC	submit to City	-	to formally			
	Conference	PHRC Mailing	Review plan &	Conference	select winner		Council		to formally			
		requesting	roles for Sept.		Sciool William	bias crimes	Council		recognize			
	PHRC role in	nominations for	Regional School	9-26 (Thurs)	Develop 1997	DIAS CITITIES			Days of			
	Music in Plym. &	1st Annual PHRC	HRC Conference	Regional School	PHRC Work	Refine '97 PHRC			Remembrance*			
	volunteers	Award		HRC Conference	Plan	Work Plan						
			Draft of forms &	o oomerence		TOUR FIAM						
	PHRC role in	Assignments for	report format for	9-18 (Wed) 10am				-				
	National Night	National Night Out	PHRC Response	Presentation to								
	Out		Plan	Multi-Housing Grp-				-				
		Draft of Community		DPS Trng Room								
	Owner for	Education Plan	Select attendees	D. O Tring Room								
	Autumn Arts		for LMHRC	9-17 LMHRC	·							
	Fair		Annual meeting?	Annual Meeting								
			- mooningr	remual Meeting				-				
City	6-8 (Sat)	7-2 (Tues)Music	8-6 (Tues)	9-14 (Sat)		11-20 PHRC		-				
Events:	Kiwanas Club	In Plymouth	National Night	Autumn Arts		Award winner		-			4-13 thru 4-20	
		Concert	Out Program	Fair							"Days of	
	4th graders at	Concert	Out Flogram	rail		presentation at					Remembrance'	
	Oakwood Elem.	7-4 (Thurs) Parade	8-10 (Sat)			City Council					(Holocaust)	
	CERTICOU LIGHT.	in Hadley Hills	Plymouth History	-		Meeting						
	-	in Fracticy Fills	Fest						A CONTRACTOR STATE			
		*	1 05(									
_			8.24 (Sat) 4n=			-				- CARRONANO I DECEM		
			8-24 (Sat) 4pm			2512						
			Fire Prevention Education-3840									
			Glacier Lane									
City	6-5 & 6-19	7-10 & 7-24	. 7	0.4.0.45	40.00.40.40						-	
Council			8-7 & 8-21	9-4 & 9-18	10-2 & 10-16	11-6 & 11-20	12-4 & 12-18					
	(Wednesdays) Approval of	(Wednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)					
Mtgs	PHRC Response						Council approve	5				
							& commends					
	Plan on 6-19						PHRC for results					
							in 1996					
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BOLD = PH	RC Involvement							- 17.00				
		NAME OF THE OWNER OW										
	ge due to Holiday									Property of the second	The second of the second	1

### 1996 PHRC PROJECT/EVENT LIST

May 28, 1996

<b>DATE</b>	PROJECT/EVENT	PHRC GOAL	PHRC ROLE	PHRC TASKS	<b>OWNER</b>
7-2-96	Music in Plymouth	Prevention/ Awareness	Support		Jeff
8-6-96	National Night Out	Prevention/ Awareness	Support		Gary
9-14-96	Autumn Arts Fair	Prevention/ Awareness	Support		
9-26-96	Regional School HRC Workshop	Prevention/ Awareness	Primary		Jackie/Ginny
11-20-96	Human Rights Award	Prevention/ Awareness	Primary		Laurie/Claudelle/ Gary
5-2-96	Hate/Bias Crime Response Plan	Prevention/ Intervention	Primary & Support		Gary/Claudelle
5-2-96	Mailing/Contact List	Prevention/ Intervention	Primary & Support		Laurie/
5-2-96	Community Education Plan	Prevention/ Awareness	Primary & Support		Jeff/
7-96	Conflict Resolution	Prevention/ Intervention	Primary & Support		

### PLYMOUTH HUMAN RIGHTS COMMISSION LIAISON

NETWORK/ COMMUNITY GROUPS

**LIAISON RESPONSIBILITY** 

NETWORK/ COMMUNITY CONTACTS

**SCHOOLS** 

Jackie/Ginny/Mitzi

SOCIAL SERVICE AGENCIES

Mitzi/

**CLERGY** 

Ginny/Mort/

WORKPLACE & C of C

Gary/

FRATERNAL ORGANIZATIONS

HOUSING

LMHRC & City HRC's

Mitzi/

Marion Helland, Ed Lohnes, Mort Ryweck

**MEDIA** 

Jeff/

CITY GOVERNMENT

Gary/Kathy

Joy Tierney, Tim Wold, Craig Gerdes

NEIGHBORHOOD WATCH

Gary/

Sara Cwayna,

### LIAISON RESPONSIBILITIES

- 1. Determine entities to be included on mailing list and in Community Support Network
- 2. Get a brief description of entity function or purpose.
- 3. Contact entity:
  - a. Describe PHRC's purpose and strategies.
  - b. Confirm entity function or purpose
  - c. Describe Hate/Bias Crime Response Plan
  - d. Describe possible roles the entity may play in the Response Plan:
    - 1.) Accompany PHRC member to interview victims
    - 2.) Provide counseling or emotional support
    - 3.) Support community efforts to rally around victim
    - 4.) Act as "eyes and ears" for the victim, the community and PHRC
  - e. Describe PHRC community education/awareness efforts.
  - f. Solicit involvement of entity in Community Support Network and education programs
  - g. Obtain contact name and phone numbers (work & home).
  - h. Provide contact with your name and phone numbers as PHRC liaison.
  - i. Confirm involvement with a letter, copy of Response Plan and PHRC brochures.
- 4. Contact Laurie Levi to add entity and contact name to mailing list.
- Re-establish contact with entity by phone or letter at least once a year to ensure accuracy of information and verify willingness to continue in support network and education efforts.
- 6. Solicit involvement of the entity in PHRC community awareness projects.
- 7. If a bias or hate crime occurs and the victim wants support, initiate a call to the entity contact person, describe the incident, ask the contact to accompany a PHRC member when interviewing the victim. Send a follow-up thank-you letter to the contact person and solicit feedback about the incident and the Response Plan process.

### PROJECT/LIAISON COORDINATION

### COMMUNITY NETWORKS

PROJECTS	Schools	Social Services Agencies	Clergy	Workplace & Chamber of Commerce	Housing	LMHRC & Other City HRC's	Fraternal Organizations	Media	City Government
Music in Plymouth									
National Night Out					X			X	X
Autumn Arts Fair								x	
Regional School HRC Workshop	X					x		X	x
Human Rights Award	X	X	Х	X	X	×	X	х	X
Bias/Hate Crime Response Plan	Х	Х	Х	X	×	X	X	X	Х
Community Education Plan	Х	X	X	×	X	X	x	X	X

### PHRC Community Education Plan

- 1. Purpose: What is it that we're trying to do? Why are we doing it?
- 2. Who are we directing it toward? Who is the audience?
- 3. How are we going to do it? (media, methods, etc.)
  - -letters
  - -articles
  - -brochures
  - -skits
  - -cable TV
  - -speakers
  - -presentations
  - -posters
  - -handouts
- 4. When will we employ it?
  - -regularly scheduled
  - -event based
  - -emergencies
- 5. Where will it be employed?
  - -primarily Plymouth & Wayzata
  - -churches
  - -schools
  - -workplace
  - -agencies

### Some Basic Programming Ideas and Approaches for Human Rights Commissions

1. Development of Mailing List of Community Leaders:

Each Commission needs a systematic outreach to its community's leaders, at least two mailings a year. One of the best ways to do this is by compiling a comprehensive mailing list of community leaders.

The list should include all clergy, city council members, and other key city officials; school, board members, all principals (public and private), and diversity and Human Resource Coordinators.; service and fraternal organization presidents (i.e. Rotary, Lions, Elks, Masons, Kiwanis, Knights of Columbus); veterans' groups; Chamber of Commerce President and director, and presidents of the 5-10 major business firms; labor union leaders; university and college presidents; and civic, civil rights and non-profit organization presidents and directors.

This comprehensive list of several hundred leadership names and addresses can be compiled with help from your city (they will already have much of this information). Some cities publish their own directory containing many of these key persons; the Clergy Association Chamber of Commerce, your library director, and your local phone directory are also good sources. Several Commission members should work on this list, but one person should take responsibility for coordinating this effort, and keeping the list up to date, and making necessary changes by following the local papers and other sources of new position announcements.

Possible sample mailings over several years: Your Commission's brochure, major meeting notices announcing events such as your Human Rights Award, multi-cultural events, Martin Luther King Jr. commemoration, Cinco de Mayo, annual meeting, our original set of Human Rights posters, or the new ones being printed in March, etc.

- 2. <u>Community Outreach</u> besides your occasional mailings to community leaders, key persons in the community should be met with on a <u>personal basis</u> at least once a year, to exchange programming ideas and concerns with them. These key leaders should include the Police Chief, School Superintendent, President of the Clergy Association, head of the Chamber of Commerce, groups of color, etc. Assign Commission responsibility for these contacts. Some of these persons could be invited to a Board meeting to meet with the entire Commission to further solidify relations with them.
- 3. <u>Community Assessment</u> of Human Rights in your city or county. This provides an opportunity to meet with a variety of community leaders to obtain the pulse of human rights in the community you serve, examining schools, employment, housing, etc. After the assessment is concluded, prioritize the recommendations and begin to implement them.
- 4. Calendarize programs so that you have 2 3 major events a year to work towards, plan for and implement.
- 5. <u>Co-sponsor</u> major community events with other groups to <u>maximize outreach and impact</u>. Logical co-sponsors are the school system, the Chamber of Commerce, or major business firms, the Clergy Association, or major service and fraternal organizations. Sharing one of the monthly programs with a major membership organization, on their premises, is a way of assuring good attendance and reaching citizens who ordinarily are not interested in going to human rights meetings. This is strategic programming, and should have top priority in our efforts.
- 6. Develop a hate crimes response network plan in your community. Precede it with a public meeting on hate crimes. We have excellent model response plans from Roseville, Brooklyn Park and Eden Prairie, and from the League.
- 7. Develop criteria for an annual Human Rights Award Presentation. A number of Commissions do this annually. We should always recognize outstanding individuals and organizations.

- 8. Develop Human Rights Task Forces within your schools with cooperation of Superintendent, principals, and students. Marion Helland, a professional educator and leader in our Golden Valley H. R. Commission, can be especially helpful in this area.
- 9. Show, publicize and make available to other groups, KTCA-TV's video tapes and discussion guide on Minnesota's four major groups of color. This can be an excellent series of 4 programs for any organization.
- 10. We also have videotapes of several of our hate crimes workshops held throughout the state during 1994. The initial 20 30 minutes are sufficient to trigger your own discussion or local panel.
- 11. Organize community discussion groups on race relations for congregations, schools, libraries, etc. Most persons seldom discuss race relations in a positive setting. We have a discussion guide to help facilitators.
- 12. Organize community diversity dinners or events for congregations, service and fraternal organizations, etc.
- 13. Arrange a program on the Americans With Disabilities Act with schools, Chamber of Commerce, or city department heads and key staff.
- 14. Publicize your Commission's work and concerns through publicity in city newsletter, or monthly or quarterly cable TV show, or through occasional notices sent out with city announcements or bills.
- 15. Promote city staff/police/fire department community relations and diversity training. "A World of Difference" could help with this.
- 16. Eden Prairie and Willmar have had "Celebrations of Color" programs to promote harmony, understanding and friendship. Music, presentation, candles, etc have been a part of evenings.
- 17. Use the arts to educate about human differences and similarities and cultures ... theater, drama, music, dance.
- 18. Continue the LMHRC Pledge Campaign. It identifies interested persons and helps build up your mailing list.
- 19. Monitor employment and housing equality practices.
- 20. Remember, select two or three major programs for the year, calendarize them, and seek co-sponsors whenever possible, to maximize your outreach and impact. Continue to approach and work with different groups in the community, preferably at their meetings and on their premises.

The League of Minnesota Human Rights Commissions is prepared to help you implement the programs you decide upon, and to suggest resources that can be useful to you.

We, of course, always welcome your program ideas and flyers to share with other Commissions. Please communicate with Mort Ryweck (612-374-5580) State Project Coordinator for the League, if you have any further program ideas you would like to share with other Commissions. Thank you very much.

The League of Minnesota Human Rights Commissions 4221 Lake Road Avenue Robbinsdale, MN 55427

## SELECTING ACTIVITIES

# Examples: • Awards

- Materials for Schools

- Community Events
  Essay Contests
  Distributing Posters

### POSSIBLE HUMAN RIGHTS COMMISSION PROGRAMS

Commissions work on a variety of programs to counter and to prevent bigotry and discrimination, and to promote intergroup understanding and mutual respect. They work through schools, the religious community, civic, fraternal, and non-profit organizations, business and labor, and through their mayors and city councils.

Formal human rights commissions develop a climate of positive intergroup relations in their communities. These commissions can reinforce and reaffirm the positive activities already taking place in a particular community, as well as, undertake their own official functions.

Commissions can work preventatively with citizen groups to work toward a positive intergroup relations climate and equal rights for all. Thus they work with the schools, civic and fraternal groups, business and labor, religious, non-profit and government institutions.

Here are some things a Commission could do with little cost over a period of years:

- Develop criteria for an annual Human Rights Award Presentation. We could recognize outstanding individuals and organizations.
- Organize community diversity dinners or events for congregations, service and fraternal organizations.
- 3. Arrange programs to better understand other racial, religious and ethnic groups, their history and culture, as well as their position in America today. Bring in their speakers, read their newspapers, explore cooperative and exchange programs with them.
- 4. Have your churches pair off with a church of another racial, ethnic or religious background. Congregations can study together, exchange pulpits and choirs, and develop cooperative programs. This can be facilitated through diversity dinners and events, where we bring in representatives of other cultures and races to to introduce one group to the other.
- 5. Co-sponsor major community events with other groups to maximize outreach and impact. Logical co-sponsors are the school system, the Chamber of Commerce, or major business firms, the Clergy Association, or major service and fraternal organizations. Sharing one of the monthly programs with a major membership organization, on their premises, is a way of assuring good attendance and reaching citizens who ordinarily are not interested in going to human rights meetings.
- Arrange a program on the Americans With Disabilities Act with schools, Chamber of Commerce, or city department heads and key staff.



518 UTCHFIELD AVENUE SW P.O. BOX 287 WILLMAR, MINNESOTA 56201 phone 612 • 235 • 0300 fax 612 • 231 • 1948

### Willmar Area Chamber of Commerce Cultural Diversity Award

The Willmar Area Chamber of Commerce will present its first Cultural Diversity Award at its 1995-96 Annual Banquet, February 3, 1996.

The Cultural Diversity Award will be given to the business or individual who, in the view of the selection committee, has made the most significant contribution to achieving greater business and community strength and enrichment through activities related to growing diversity in the Willmar Area.

All are invited to submit nominations for the award. The committee will consider submitted nominations as well as any other individuals who the committee views as deserving. The committee will consist of members of the Chamber of Commerce, City of Willmar, Hispanic Alliance of Willmar and Willmar's Minority Advisory Committee. Should members of the selection committee themselves be nominated, they will be asked to excuse themselves during their consideration as nominees.

By presenting the Cultural Diversity Award, the Chamber hopes to reinforce its commitment to providing equal opportunity for all races and faith and its resolve that a diverse population will contribute to the social, economic, cultural growth and well-being of our community. Nominees will be evaluated on the basis of their commitment to, and effectiveness in, accomplishing positive change in the climate for cultural diversity in the Willmar Area.

Nominations may be submitted by obtaining the necessary form from the Chamber office at 518 West Litchfield Avenue in Willmar. Forms should be returned to Cultural Diversity Award, Willmar Area Chamber of Commerce, P.O. Box 287, Willmar, MN 56201 by January 15, 1994.

### CULTURAL DIVERSITY STATEMENT

The Willmar Area Chamber of Commerce is committed to fostering and building a culture in which diversity is valued...a culture in which people care, are accepted, and where individual differences are respected among citizens, businesses, employees, and individuals. We strive to be an organization that supports people who are diverse in gender, race, ethnic origin, physical and mental abilities, religious beliefs and differing lifestyles.

#### DIVERSITY IS

The vast array of physical and cultural characteristics and differences that make up the spectrum of human beings.

Name (and phone number) of nominees:
Nominee's current and past affiliations (business, service organization, advocacy groups):
Nominee's accomplishments in advancing cultural diversity (please attach additional information if necessary):
Submitted by:
Phone number(s):
Affiliations (work,volunteer):
Would you be willing to be interviewed by the committee about the nominee's qualifications
Yes No
Other businesses/individuals in the Willmar Area who you feel would be worthy of consideration for the Cultural Diversity Award:

Please return by January 15, 1996, to Cultural Diversity Award, Willmar Area Chamber of Commerce, P.O. Box 287, Willmar, MN 56201.

### THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

Telephone (612) 535-1051 4221 Lake Road, Robbinsdale, MN 55422

Board of Directors:

Sonja Dunnwald Peterson, President, Shoreview

James Einfeldt-Brown, Crystal Richard Colond, Isanti County Claudelle Carruthers, Plymouth Marion Helland, Golden Valley Eileen Hyland, Coon Rapids Curt Iverson, New Ulm Gloria Winans, Eden Prairie Anne LaLonde Laux, Minneapolis John Kaufhold, New Brighton Ronald Linde, Northfield Sherry Maddox, Brooklyn Center Thelma McKenzie, Roseville Larry Nicholson, Moorhead Judith Moore, St. Louis Park Louise Watson, Stillwater Sushila Shah, Arden Hills

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Rochester

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St. Cloud St. Louis Park

St. Paul

St. Peter

Shoreview

South St. Paul

Stillwater

Waseca

White Bear Lake

Willmar

Winona

and others in formation

June 19, 1997

To: Human Rights Commissions

From: Sonja Peterson-President Subject: Human Rights Award

Continuing our periodic memos on program ideas that many commissions have successfully undertaken, I am enclosing relevant sample materials supplied by several commissions on how they conduct and promote their Human Rights Awards. The enclosures outline their criteria and promotional materials, and even some sample letters inviting recommendations from the community.

Do not underestimate the community relations impact of this event, especially if you contact a substantial number of local organizations and agencies, and allow yourselves enough lead time, 4 to 6 months, for the process to run its course.

### Some pointers that you may find helpful:

- 1. Appoint one cr two persons from your commission to spearhead and coordinate the event, and to review the sample guidelines.
- 2. Make certain that you have a comprehensive mailing list of community leaders to invite to submit nominees. Your basic mailing list should include all clergy, public and private school principals, directors and presidents of non-profit organizations; the five to ten major businesses; key labor leaders; civic and fraternal organizations, such as Rotary, Lions, Kiwanis, Knights of Columbus; city agency directors and council members, etc.

If the Human Rights Award is institutionalized and presented annually, it keeps your commission's name before the community and its leadership, and recognizes a worthy individual or organization each year.

- 3. Cosponsor the Human Rights Award, or at least present it at the Annual Meeting (or a major event) of your City Council, Chamber of Commerce, School Board, or Martin Luther King, Jr. Day celebration.
- 4. Publicity send a story on the event, and a follow-up story and photo of the actual presentation, to your official city newsletter, as well as to your local newspaper. Please share the resulting publicity with us for our newsletter, and to inspire other commissions.

As the summer is a good time to plan your activities for the year, I am also enclosing a sheet outlining a series of program ideas for your commission's consideration. We would be happy to meet with your commission at anytime. Mort Ryweck, our program consultant, can be reached at 376-0525.

Good luck, and have a pleasant summer.

P.S. Please save the date of September 27th, Saturday, for our Annual Meeting hosted by the Eden Prairie Human Rights Commission. This is a rare opportunity to expose your commission members to a variety of program ideas.

enclosure

## FIRST ANNUAL PLYMOUTH HUMAN RIGHTS AWARD NOMINATION GUIDELINES

#### **GOAL**

The goal of the Plymouth Human Rights Award is to recognize volunteer activity of a Plymouth individual, group, and/or business that has made an outstanding contribution to the promotion of understanding and cooperation between people of different backgrounds.

### **ELIGIBILITY**

- 1. The nominee shall be an individual who lives/has lived in Plymouth during 1996, or a group or business whose activity or service area has included Plymouth in 1996.
- 2. The nominee's activities proposed for recognition should be related to improved understanding in the areas of race, religion, gender, national origin, marital status, disability, age, sexual orientation or family status.
- 3. The nominee's services must be either voluntary or above-and-beyond a paid employee's usual job responsibilities.
- 4. Members of the Plymouth Human Rights Commission are not eligible for the award while serving on the Commission.

### NOMINATION PROCESS

Nominations may be submitted by either an individual or an organization, (for example, a club, a social agency, a unit of government, a church, a school or a business).

Nominations are preferred on the attached nomination form, but may be submitted as letters, no more than two pages in length.

Nominations should be addressed to:

Plymouth Human Rights Commission Plymouth City Center 3400 Plymouth Boulevard Plymouth, MN 55447

Nominations must be received no later than Friday, October 23, 1996. The individual/organization submitting the nomination must designate a contact person and a phone number.

### SELECTION

The winner will be selected by a panel of judges familiar with the challenges and needs in understanding issues of race, religion, gender, national origin, marital status, disability, age, sexual orientation or family status.

The selection panel will give added weight to activities of a nominee that have occurred over an extended period of time, at least part of which took place during 1996, and that have had a significant impact on an affected group.

### RECOGNITION

This award will be presented at the City Council Meeting to be held on Wednesday night, November 20, 1996, in the City Council Chambers.

The winner's name will be inscribed on a plaque that will be on permanent display at the Plymouth City Center. In addition, the winner will receive a replica of the plaque on display with his/her name inscribed on it.

### **QUESTIONS**

Questions may be directed to <u>(Human Rights Commission Member??)</u> at <u>123-4567??</u>, or Kathy Lueckert, Assistant City Manager at the Plymouth City Offices, 509-5000.

Plymouth Human Rights Commission Plymouth City Center 3400 Plymouth Road Plymouth, MN 55447

### FOR IMMEDIATE RELEASE

Nominations are now being accepted by the Human Rights Commission for the Plymouth Human Rights Award. On Wednesday evening, November 20, 1996, at the City Council Meeting, an individual or group of individuals will be honored as Plymouth's first recipient of the Plymouth Human Rights Award. Throughout Plymouth there are individuals working to build a community that fosters fair and equal treatment of individuals in all aspects of life. The good work of these individuals often goes unrecognized outside their circle of friends, coworkers and neighbors. We want to identify these crusaders and recognize and support them in their efforts to promote understanding and acceptance of people of different backgrounds.

Nomination forms can be obtained by calling the Plymouth City Center at 509-5000. Nomination forms must be returned by Friday, October 23, 1996 to:

Human Rights Commission Plymouth City Center 3400 Plymouth Road Plymouth, MN 55447

###

## 1996 PLYMOUTH HUMAN RIGHTS AWARD NOMINATION FORM

Name of person/group/business being nominated:
Address of nominee:
Phone numbers (if known): Home Daytime
**********************
Please describe the activities that qualify the nominee for recognition with the Plymouth Human Rights Award. Include the paid occupation of the nominee, (if any), the period of time over which the volunteer activities occurred and their impact on our community. (Write on the back of this page or attach a separate sheet if necessary.)
*******************
Name of person/group making nomination:
Contact person:
Contact person's address and phone numbers:
Please return this form no later than Friday, October 23, 1996, to the Plymouth Human Rights Commission, Plymouth City Center, 3400 Plymouth Road, Plymouth, MN 55447

June 21, 1996

(Church/Synagogue) (Address) (City/State/Zip)

Dear Pastor/Rabbi:

We are pleased to announce that the Human Rights Commission will present its First Annual Plymouth Human Rights Award at the City Council Meeting on Wednesday evening, November 20, 1996 at the City Council Chambers.

The purpose of this award is to recognize a Plymouth individual or group that has made an outstanding contribution to the promotion of fair and equal treatment of individuals in all aspects of life. These people who foster understanding and cooperation between people of different backgrounds often go unnoticed.

Your help is needed to promote this award and bring forward groups or individuals deserving recognition. Please share this information with members of your organization and publicize the award through your mailings and communications.

A nomination form and guidelines are included for your convenience. Nomination forms must be returned by **Friday**, **October 23**, 1996 to the Human Rights Commission, Plymouth City Center, 3400 Plymouth Road, Plymouth, MN 55447.

We hope you will join us in this effort to recognize the accomplishments of our fellow Plymouth residents in making our community a better place to live, work and worship. Thank you for your interest and cooperation.

Sincerely,

Laurie Levi Plymouth Human Rights Commission

Attachments: PHRC Award Guidelines and Nomination Form

June 21, 1996

(Organization) (Contact) (Address) (City/State/Zip)

Dear (salutation):

We are pleased to announce that the Human Rights Commission will present its First Annual Plymouth Human Rights Award at the City Council Meeting on Wednesday evening, November 20, 1996 at the City Council Chambers.

The purpose of this award is to recognize a Plymouth individual or group that has made an outstanding contribution to the promotion of fair and equal treatment of individuals in all aspects of life. These people who foster understanding and cooperation between people of different backgrounds often go unnoticed.

Your help is needed to promote this award and bring forward groups or individuals deserving recognition. Please share this information with members of your organization and publicize the award through your organization's mailings and communications.

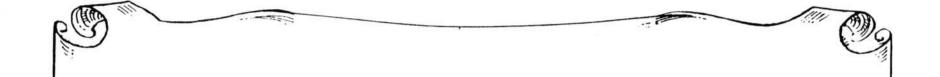
A nomination form and guidelines are included for your convenience. Nomination forms must be returned by **Friday**, **October 23**, 1996 to the Human Rights Commission, Plymouth City Center, 3400 Plymouth Road, Plymouth, MN 55447.

We hope you will join us in this effort to recognize the accomplishments of our fellow Plymouth residents in making our community a better place to live, work and worship. Thank you for your interest and cooperation.

Sincerely,

Laurie Levi Plymouth Human Rights Commission

Attachment: PHRC Award Guidelines and Nomination Form



# Golden Valley Human Rights Commission Special Appreciation Award

to

for

Many long years of devoting your heart and soul to making this world a better place through your efforts by promoting human rights and the greatest good for all people.

# FACES & PLACES

# Activist Jackson to receive Eden Prairie rights award

When **William Jackson** was growing up near Phenix City, Ala., there were two ways of doing things — "a white way and a black way."

"We [blacks] were a separate society there," Jackson said. "We behaved in a way that was calm and peaceful, but it [the segregation] was wrong."

The images of separatism and doors marked "Black" and "White" stayed in Jackson's mind, and the young man vowed to do whatever he could "to make a difference and alleviate the wrongdoing."

Tomorrow, he will be honored for his work with the 1995 Human Rights Award from the City of Eden Prairie in ceremonies at 6:30 p.m. at the Eden Prairie City Center. Sharon Beth Lane, a family crisis worker in St. Paul and 1987

# Helping out

graduate of Eden Prairie High School, will be cited for her work with youth and families of diverse backgrounds in the United States and Kenya.

The Human Rights Award is given annually to an individual, group or business whose activity or service to the community has made an "outstanding contribution to promoting understanding and cooperation among people of different backgrounds."

Jackson has served as chairman of the city's Human Rights and Diversity Commission, helped organize the annual Dr. Martin Luther King Jr. Celebration and worked at refining and implementing the city's manifesto that says Eden Prairie residents, business owners, clergy and civic leaders will "open their doors to people of diverse backgrounds."

"As part of [the manifesto], we are intolerant of intolerance," he said.

Jackson also speaks at forums and workshops on hate crimes and improving police/community relations and has served as a state-trained mediator in heading off discrimination disputes.

"I have a sense of pride in giving to the community and being of service to others," he said. "In the back of my mind is the sense that I've seen a lot of injustice perpetrated on people over the years. It's good to be in a position to make a difference — to change things." He also talks about race and diversity issues to students at local schools. "Although I can tell some of the anguish on their faces, and I can see in their expressions that they know it was wrong [discrimination], those are some of the experiences I can share with them and I get a great deal out of doing it," he said.

Jackson attributes some of the inspiration for his human rights work to a brush with the Rev. Martin Luther King Jr. during college days in Birmingham.

"I got to know his brother, George King, very well. He was athletic director and football coach at the college. I got to meet him [Martin Luther King Jr.], and sometimes we'd see him at his church in Montgomery. All of those early experiences caused me

to take a special interest in human rights when I moved to Eden Prairie."

Jackson is hard at work on Eden Prairie's Senior Issues Task Force, looking into what kinds of services the city should provide for seniors that "would make our city more senior citizen-friendly," he said.

Jackson is available to speak at schools or community organizations and can be reached through the City of Eden Prairie at 949-8300.

#### - Karen Gail Iostad

To contribute to this column, write to Helping Out, Star Tribune, 425 Portland Avenue, Minneapolis, MN 55488.

# December 16, 1995

To:

Principals

Robbinsdale Area Schools

From:

Golden Valley Human Rights Commission, Education Committee

The Human Rights Commission of Golden Valley is completing its 30th year of work in the community. Golden Valley was one of the first suburbs to appoint a Human Rights Commission and was the first city in the country to sponsor an annual Black History celebration.

In keeping with its proactive role, the Education Committee of the Commission submits the enclosed materials for potential use in each school. The bookmarks are intended for all staff members.

Among the goals and objectives of the Education Committee of the Commission are the following:

- To educate and inform the citizens of Golden Valley relative to human rights, cultural diversity and discrimination by developing and distributing the HRC brochure, video and other materials.
- To serve as a catalyst for a better understanding and appreciation of the various cultures, their histories and contributions to society by providing educational materials.
- To provide educational information regarding multicultural diversity to Golden Valley citizens, schools and churches.

Please inform the committee if additional resources are needed and if we can be of service.

Education Committee Members,

Janet Heidinger, Marion Helland, Sondra Kelly, Ann Rzeszutko



Mary Rohr of St. Louis Park took this photo last year and was the winner of the Diversity Photo Contest. (Submitted Photo)

# Entrants needed for local Diversity Photo Contest

# Entry deadline will be in October

By Heather Gay Staff Writer

A section featuring St. Louis Park in one of the local daily newspapers last year spurred the St. Louis Park Human Rights Commission to start a photo contest celebrating diversity.

The story stressed how St. Louis Park was a diverse community, but none of the photos that went with the story showed any kind of diversity, said Linda Mack Ross, chair of the commission.

"The photos used made us look like we were a white community," she said. St. Louis Park is anything but that, she said. "I was concerned and so were other commission members."

Ross said it turned out that the city has a picture library, albeit a small one.

So she said the Human Rights Commission wanted it expanded, and especially to include all the people of the community.

So last year the Diversity Photo Contest was started.

It was a last-minute idea so only high school students in the community were invited to submit photos. 'We want pictures to be able to show all we have here.'

-Linda Mack Ross

But this year it's being expanded to include anyone from St. Louis Park, Ross said.

It's important for people to remember that diversity includes ethnic, cultural, religious, people with disabilities, age, and gender differences, Ross said.

"We want pictures to be able to show all we have here," she said.

Ross said photos are preferred to be candid, and not staged.

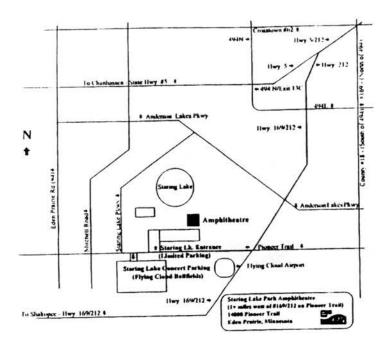
The only other criteria is that the locale of the photos be St. Louis Park.

"I think it's a nice way to be aware of diversity," Ross said.

The deadline for photos is Oct. 1, 1996.

Photos will be judged within age group categories: eighth grade and under, ninth through 12th grade, and adult.

Submit photos to Wally Wysopal at St. Louis Park City Hall, where entry blanks are available.



Staring Lake Park Amphitheatre is located 1+ miles west of #169/212 on Pioneer Trail (County Road 1) across from Flying Cloud Airport.

Parking is available at the park and across from the park at the Flying Cloud ballfields.

For more information call: 949-8452 (TDD: 949-8399)

Sponsored by the City of Eden Prairie Arts Commission, Human Rights & Diversity Commission, the Parks, Recreation and Facilities Department, and the Eden Prairie Chamber of Commerce.







Sunday August 20, 1995 4:00 – 8:00 p.m.

Staring Lake Amphitheatre Staring Lake Park 14800 Pioneer Trail Eden Prairie, MN

> Celebrate the Unique Composition of Our Community Through Great Food and Free Entertainment



# Intertainment

# 4:00 – 4:30 p.m. Rhinestone Rockettes

A non-profit senior citizen dance troupe. The group, ranging in age from 55 to 85, feature tap and production numbers.

# 4:40 – 5:20 p.m. Windjammers Variety Band

Performs an assortment of music, including polka, waltz, country, top-forty, jazz and show tunes. One of its members performed in 1989 at the International Very Special Arts Festival in Washington, D.C. Minnesota's branch of VA promotes quality, accessible arts experience for people with all types of disabilities.

# 5:30 - 6:10 p.m. Mixashawn

Presents Native American musical styles through traditional American Indian flutes, drums, and various other percussion and wind instruments.

# 6:20 – 7:00 p.m. Canku Luta Drum Group

A tribal song and dance group that use diverse costumes. They received their name in a "name ceremony". It means "Red Road — Path of Life". The group is made up of young people from the Twin Cities area.

7:00 – 7:05 p.m. Recognition of Eden Prairie Lioness Club

# 7:10 – 8:10 p.m. Minneapolis Gospel Sound

Musicians and vocalists of Minneapolis Gospel Sound are committed to bringing the soul-stirring music and message of Gospel to general audiences around the nation.

# Jaste on the DDARF



Gyros, Rice Krispie Bars, Cookies



Mr. Misty Slush, Dilly Bars



Pizza

全城 飯店
GREAT MANDARIN
CHINESE RESTAURANT & LOUING



Egg Rolls, Lemon Chicken, Fried Rice, Chicken Wings, Cream Cheese Wonton



Pork sandwiches, Chop Beef Sandwiches, Ribs, Potato Salad, Cole Slaw

Sisinni Food Service and TLC Cafe & Catering

Ravioli with Red Sauce.

Foccacia Sandwiches,



Brats, Fresh Fruit, Cheese Cake



Ribs, Steak Kabobs, Smoked BBQ Shrimp

# All participants win in city essay contest

by Chris Slater

While thoughts of junior high school students might usually concern video games, talking on the phone and watching television, the Roseville Human Rights Commission and Roseville area schools recently used their annual essay contest to get students to think about the many important human rights issues society faces.

The theme of the annual contest is to have students answer a question concerning human rights. The commission views the contest as an opportunity to get Issues that many adults in society shy away from.

"It's a good opportunity to get young people to think about and reflect on these important issues," said Dave Norrgard, who is on the commission and helped organize the contest this year.

Seventh and eighth graders who live or attend school in Roseville were eligible to participate in the contest, and the commission received about 140 entries. "We're happy with the number of responses," Norrgard said. "We had 140 young people who took the time to address the issue. We think that's a good sign."

STUDENTS ANSWERED the question "How can you, as one individual, be an effective voice in overcoming the recent escalation of racial tensions, hate crimes, sexual harassment and gay and lesbian bashing occurring in our community and throughout the nation as a whole?"

The commission judged the essays on three criteria, according to commission member Jackie

Kozak. "It was a combination of understanding the question, providing a good answer and writing well," she said.

Each commission member scored the essays individually, and the scores were added together to determine first, second, and third place and honorable mention awards. "Judging the essays was very difficult," Norrgard said. "The top 20 submissions were very similar in quality." Kozak concurred, saying it was "tough to come to a decision. There were so many really good essays."

After the dust cleared, Brandon Peterson, an students to consider such as like racism and sexism. eighth-grader at Roseville Area Middle School (R.A.M.S.), won first place. "I think Brandon understood the question real well, and he realizes that as one person he can do something," said Kozak.

: Brandon admitted he received school credit from his social studies teacher Lloyd Kornmann for the essay, but it is obvious his essay involves more thought than just an assingment might.

Brandon's essay centered on two areas where he thought society should focus. "The first step to this problem is education," he wrote. He emphasized educating people who are not involved in these types of problems, in order to prevent them from ever becoming involved. It's an idea that's very similar to what the commission is attempting to do, addressing the students before they become involved in such actions.

THE OTHER area Brandon emphasized in his essay was action, listing "Participating in contests such as this one," and suggesting an eighth-grader might "protest by writing letters to your senators and

representatives asking them to remember the Universal Declaration of Human Rights and the Bill of Rights that seem to have been forgotten."

"I was very impressed with Brandon and all the students," said Kornmann. "You'd be surprised at some of the powerful thinking that goes on in class. When these kids are motivated, they have tremendous capacities."

SO. HOW did Brandon react found out about the award? "I thought it was a joke when they told me I had won it." he said. When he found out it was no ioke, he was pleased with the honor, "I was surprised when I found out. It was exciting."

The award also took Brandon's mom, Lea Ann, by surprise. "I thought it was a joke, too," she said. "We are absolutely delighted Brandon won."

Brandon finished just one point ahead of Paul Talbot, a seventh-grader at R.A.M.S. And Melanie Lo. a seventh-grader at St. John the Evangelist, earned third place. "The top three were so close," said Norrgard. "They were all well done."

The commission gave certificates of award to the top three finishers, plus \$50 for first place, \$35 for second and \$20 for third. The real reward, though, didn't involve the certificates or the prize money. "It made the students think about these issues," said Norrgard, "and hopefully it will affect their actions in daily life."

There may be strength in numbers, but the lesson Kommann hopes students learn is that they can make an impact on human rights on their own. "It's important that they make a difference as individuals," he said. "One person can make a difference."

# Seventh grade human rights essayists recognized by council

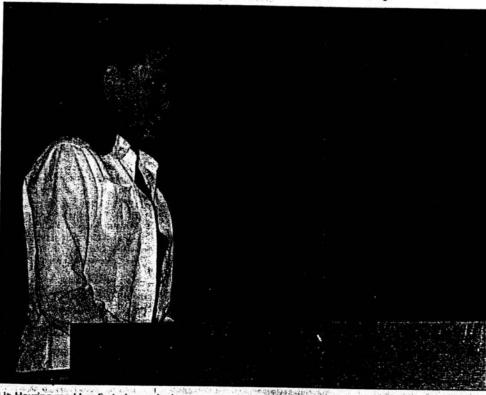
Cixteen Chippewa Middle School seventh graders were honored last Monday at a city council meeting. The students were winners and honorable mentions in the Shoreview Human Rights Commission's seventh grade essay contest. More than 230 students entered the contest which was focused on increasing awareness among middle school students of the human rights issue.

Winners of the first six places in the contest were Lia Heuring, Nikhil Khankari, Devin McCabe, Isaac Thompson, Theresa Niles, and Kate Mullin. Students receiving honorable mention certificates were Melissa McArdle, Abby LaDuke, Maggie Zukowski, Jessica Schmidt, Michelle Hovey, Brianna Olson, Amy Thorstenson, Jayson Wade Sarah Stephenson and Amy Prom.

A number of Shoreview businesses provided prizes for the winners. Contributors included Anna's Hallmark, Arden Plaza Pharmacy, BN Metro Community Credit Union, Bruegger's Bagels. Cherokee National Bank, Dairy Queen, Domino's Pizza, Eriks Bike Shop, Frattalone's Ace Hardware, Green Mill, Little Professor Book Center. Metro Dance Center, Mr. Movies, Panino's, Pizza Hut. Rainbow Foods, Shoreview Mall Hardware, T.E.A.M., US Bank and Video Update.

Entrants were asked to answer the question: "What practical steps can you take to make students who are of a different race, color or national background feel respected?"

Following are the top thee entries.



Lia Heuring read her first place-winning essay to the Shoreview City Council last Monday night. More than 230 seventh graders at Chippewa Middle School wrote on the topic, "What practical steps can you take to make students who are of a different race, color or national background feel respected?" The contest was sponsored by the Shoreview Human Rights Commission. (photo by Robert C. Elsenpeter)

# Lia Heuring

## First pla ce

Many people in our world today get teased about their race, color or nationality

Treat others as you want to be

Just because people are differ-

ent from you doesn't mean that they aren't as good. It's like that saving, "Don't judge a book by its cover." Get to know a person on the inside, don't judge by the outside. Every day, say "hi" to someone you don't know.

Be a leader.

No one wants to get teased, so

they pick on people who are different from them. Stop that by being a leader and refusing to participate in teasing. Leaders stand up for someone, even when it isn't a popular choice. Lead by including them in something you're doing with your group of friends.

Respect.

The definition of respect is willingness to show consideration or appreciation. Respect is showing someone that you care. Respect isn't hitting or teasing someone who is different. You need to show respect for people who are different than you because it's important to make this world the best it can be.

Writing this essay helped me just because they were different. realize that sometimes the right choice isn't the popular one. There is teasing at our school and I used to join in. Now, I want to be the leader and stop the teasing. You always hear stories about teenagers getting teased or hassled and they escape by committing suicide. If we all can learn to show respect, we will be taking the first step toward every

#### Nikhil Khankari

## Second place

human's rights.

don't have as much athletic ability as the other players? Well, I've had that "nasty" experience. I just ran up and down the court for absolutely nothing. However, after a couple of months, I was one of the best long distance shooters on my team.

Everyone is different in some way. Even identical twins are different! Diversity is the heart of nature. Diversity makes nature beautiful. You can't make your first impression as your last impression about people you don't even know. There is a wonderful person behind who you think is "funny looking" or "weird." To make that person feel respected, you have to admire their personality and not just their looks.

Communication is the bridge to friendship. Friendship helps discover a wonderful person hidden beneath the outside. Talking with the person is what actually brings the people together. You will find many common strengths and weaknesses while talking with that person.

Never be afraid to ask a lot of questions to learn more about the differences in you and the person. Curiosity helps to remove the outer layer to reach the "core" of strength and ability. You will find many things in common once you reach the "core." This will help in developing a bond with the person

One flower is uniquely different from another and they still manage to live in the wild together. Humans aren't any different than flowers. We just don't understand people living in our world. Willingness, communication, friendship, learning, identifying and admiring strengths and abilities are just a few milestones in reaching the goal of nobility.

## **Devin McCabe**

## Third place

R-E-S-P-E-C-T, find out what it Have you ever felt left out in a means to me. No matter what game of basketball, because you your handicap, religion or economic situation, it all means the same. No matter what, everybody deserves respect.

What are some ways that we can show respect? Well, I've got just four words for you: Think, Listen, Include and Acknowledge. Those are probably some of the simplest ways to show respect.

Think. As teenagers, we don't always think before we speak. It would probably save us a lot of embarrassment and apologies if we did. Because a lot of the time, we just others without even knowing it!

Listen. That's all it takes. Don't blow them off or interrupt. Listen to what they have to say. It shows them that they're important enough to be heard.

Include. Since they're different, they probably don't get this much. People won't give them a chance. Being excluded can eat away at your self-esteem. It's important that you're given a chance. Everyone deserves a chance.

Acknowledge. A simple compliment can mean the world to people. Just a "Your hair looks great today!" or a "I never thought of that!" can make a person's day.

R-E-S-P-E-C-T, find out what it means to me. What does it mean to you.

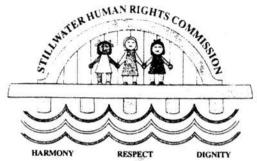
# LETTERS TO THE **EDITOR**

# Reasonable proposal?

In a (previous week's) article regarding the Weston Woods townhome development, the writer indicated that I asked the council, however, felt it was chairman and a majority of the city to move two older trees to an important to maintain an outlet

green space along Victoria St. The developer, with this proposal, would have lost no units. The

preserve some fast disappearing traffic onto Victoria is a real threat. I sincerely thought that when my proposal was supported by the planning commission



Contact Person: Louise Watson, Commissioner (704-2089 at work)

# **Proposed Agenda** District 834 Meeting with Stillwater Human Rights Commission April 15, 1998

Purpose of the meeting: To establish formal communication protocol between the School District and the Human Rights Commission through the Stillwater Hate Crime Response Plan, the District Harassment Policies, and collaborative educational programs.

Propo

osed meeting ac	tivities:		
3:00 - 3:15	Review the Commission's Hate Crime Response Plan, Network and FY98 Program. (Louise Watson)		
3:15 - 3:45	Review the District's harassment policies and programs		
	District-wide (Nancy Hof and Mary Swanson)		
	High school (Dr. Briscoe, Nancy Berven, STAND student rep)		
	• Junior High School (Principal and Liz Tomten)		
	Elementary schools (Nancy Hof)		
3:45 - 4:00	Discuss any missing links and approaches for improvement		
4:00 - 4:15	Review City Police and County Sheriff Roles (Gary Campbell, Joe Croft, Chris Felsch)		
	<ul> <li>911 links caller automatically with appropriate city or county contact</li> <li>Stillwater</li> </ul>		
	Oak Park Heights		
	Bayport		
	• Lake Elmo		
	Marine on St. Croix		
	• Lakeland		
	St.Croix Beach		
	• Afton		
	<ul> <li>Townships within the School District</li> </ul>		
4:15 - 4:30	Marion Helland describes Robbinsdale High School Offensive Behavior		
4:30 - 4:45	Program and its transferability to School District 834		
4.30 - 4:43	Discuss collaborative education programs		
	<ul> <li>Art Contest for Human Rights Commission Logo 1996-7</li> <li>Diversity Awareness Week March 9 - 13 1998</li> </ul>		
	• Junior High School Program week of March 9		
	Future collaborative education programs		
	Diversity Committee activity support		
	Strengthening of STAND		
	Leadership training by STAND for junior high and elementary schools		
	Development of Offensive Behavior Class for Harassment Offenders Other		

4:45 - 5:00

Agree on next steps, responsibilities and goal dates (all)

Ensure meeting accomplished its purpose (Mary Jo Weingarten) Clarify future expectations (Mary Jo Weingarten and Louise Watson)

# **Background Brief**

The Stillwater Human Rights Commission started in June 1995. During its first year we educated ourselves on our responsibilities, developed a mission statement and created a brochure. The second year we educated ourselves on the Commissions responsibilities regarding hate crime and bias offenses. We also awarded our first annual Human Rights Award to Dennis Harcy, and held our first annual Martin Luther King Day Commemoration event. We began developing a Hate Crime Response Plan.

The Hate Crime Response Plan was approved by the City Council in January 1998. By the end of the third year of the Commission, we hope to have the Plan implemented not only throughout Stillwater but also throughout cities and townships serviced by the School District.

Since 60% of hate crimes are committed by youth toward other youth, the Commission has decided it is imperative that we coordinate with the School District. In addition, education of the younger generation will have longer lasting effects upon our society. We wish to develop a strong and lasting partnership with the School District in order to have consistent policy and education approach regarding harassment and bias hate.

# **April 15 Meeting Attendees:**

Kathleen Macy, District 834
Mary Jo Weingarten, District 834
Marv Swanson, District 834
Nancy Hof, District 834
Dr. Briscoe, Area High School
Nancy Berven, Area High School
STAND student rep., Area High School
Junior High School Principal
Joe Croft, Juvenile Officer for Oak Park Heights
Chris Felsch, Juvenile Officer for Stillwater
Gary Campbell, volunteer liaison between Commission and Police
Liz Tomten, Commission Chairperson
Louise Watson, Commission Hate Crime Response Network Coordinator
Marion Helland, Minnesota League of Human Rights, Education Specialist

# STUDENT HUMAN RIGHTS TASK FORCE REGIONAL MEETING

# "How Can Students Help Reduce and Eliminate Prejudice and Celebrate Diversity?" II

Friday, May 9, 1997 9:00 a.m. to 11:30 a.m.

Plymouth City Hall 3400 Plymouth Blvd. Plymouth MN 55447

Sponsored and Hosted by the Plymouth Human Rights Commission

Facilitated by the League of Minnesota Human Rights Commission

#### Welcome

Plymouth Human Rights Commission

## Overview

Morton Ryweck Project Coordinator, League of Minnesota Human Rights Commission

#### Introduction

Jacqueline Fraedrich, District 281 Lead Associate for Student Services, Robbinsdale Area Schools and Plymouth Human Rights Commissioner

#### Video

"Daring to be Different ... A Vision of Diversity" produced by Armstrong High School Students

## SMALL GROUP SESSIONS

# Session 1

Students debrief video "Daring to be Different ... A Vision of Diversity"

## Session 2

Students regrouped by school to create action plans for own schools: "How Can Students Help Reduce and Eliminate Prejudice and Celebrate Diversity?"

## Closing

May 9 - Friday - 9:00 a.m. to 11:30 a.m.

Location: - Plymouth City Hall, 3400 Plymouth Boulevard

Plymouth, Minnesota

# Student Human Rights Task Force Regional Meeting

# "How Can Students Help Reduce and Eliminate Prejudice and Celebrate Diversity?" II May 9, 1997

# Follow-up Questionnaire

Thank you for taking part in our second workshop focusing on students and human rights. We hope this workshop has provided you with some inspiration and organizing ideas that will assist you in achieving your goals in your school.

We would like to know your reactions to the workshop. Please answer the following questions and feel free to add any additional comments.

Circle one answer:

1)	The video presentation was:	not helpful	somewhat helpful	helpful	very helpful
2)	The discussion groups following the video were:	not helpful	somewhat helpful	helpful	very helpful
3)	The planning group sessions were:				
4)	The thing I liked least about the workshop was:				
5)	Since the workshop, my school group has made the following progress:	1	,		
6)	My group needs assistance and would like a follow-up call to help us:				
7)	I would attend another planning workshop:	Yes	No		-
8)	Additional comments:				
	Optional: Name:		Phone:		
	School:				

# **NEW HOPE • GOLDEN VALLEY**

April 13, 1994

SUN-POST 3/30/94

# Workshop planned on hate crimes

A regional workshop on how to counter and prevent hate crimes is planned for 7 to 9 p.m. Thursday, April 14, at the Golden Valley Civic Center, 7800 Golden Valley Road, Golden Valley.

Speakers include Blair Tremere, mayor, Golden Valley; Yvonne Price, president, League of Minnesota Human Rights Commissions; Mort Ryweck, moderator, state project coordinator for the League of Minnesota Human Rights Commissions; Marion Helland. Golden Valley Human Rights commissioner; Dean Mooney, Golden Valley public safety director, also representing the Minnesota Chiefs of Police Association; and others.

Information: 546-7469, 374-5580 or 535-1051.

# Workshop targets crime prevention

A workshop titled "Mobilizing the Community to Counter and Prevent Hate Crimes Through Creation of a Statewide Network" will be presented from 7 to 9 p.m. Thursday, April 14, at the Golden Valley City Hall, 7800

Golden Valley Road.

Participants in the program will include Blair Tremere, mayor of Golden Valley; Yvonne Price, president of the League of Minnesota Human Rights Commissions; Mort Ryweck, state project coordinator for the League of Minnesota Human Rights Commissions; Mark Shields, director of criminal justice and law enforcement services in the Minnesota Attorney General's Office: and Marion Helland, a member of the Golden Valley Human Rights Commission and the League's board of directors.

Workshop panelists will include Michael Jordan, commissioner of Minnesota's Department of Public Safety; Dean Mooney, Golden Valley's director of Public Safety, also representing the Minnesota Chiefs of Police Association; William Jackson, chairman of the Eden Prairie Human Rights Commission; Edward Lohnes, representing the Minneapolis American Indian OIC; Lester Collins, executive director of the Council on Black Minnesotans; Rebecca Lovejoy, crime victim program coordinator for the Gay & Lesbian Community Action Council; and Louis Schoen, representing the Minnesota Church Anti-Racism initiative of the Minnesota Council of Churches.

The meeting is one of a series of nine free workshops throughout Minnesota sponsored by the League of Minnesota Human Rights Commissions. Others are scheduled in New Ulm, Winona. Marshall, Bemidji, Moorhead, St. Cloud and Duluth.

The goal is to spur the establishment of a statewide network in cities and towns to befriend and be more responsive to victims of hate crimes, and to work to develop a positive community climate to prevent them from occurring.

The League of Minnesota Human Rights Commissions is a coalition of 50 local Human Rights Commissions throughout Minnesota.

Information: 374-5580 or 535-1051.

# LETTERS

# Organizations commend police for arrest of hate crime suspect

We commend the City of Brooklyn Center and the persistent and effective police work that led to the apprehension of the alleged perpetrator of the dastardly hate crime shooting that took place, ironically, on Martin Luther King Jr. Day.

We join the City of Brooklyn Center and its citizens in condemning this irrational act of hate, and with all other citizens of good will in our metropolitan area in wishing a full recovery to the young victim, Stephen Arnold. We pledge to rededicate our preventive efforts and educational programs to counter and greatly reduce the occurrence of hate crimes and bigotry in Minnesota.

# Compact Against Hate, Mort Ryweck, Coordinator Compact members:

The League of Minnesota Human Rights Commissions, The State Council on Chicano Latino Affairs, The State Council on Black Minnesotans, The State Council on Asian/Pacific Minnesotans, The State Council on Minnesota Indian Affairs, Jewish Community Relations Council of Minnesota and the Dakotas, American Muslim Council, Minnesota Catholic Conference, Minnesota Council of Churches, Gay and Lesbian Community Action Council

# THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

4221 Lake Road, Robbinsdale, MN 55422 Telephone (612) 535-1051

#### Board of Directors:

Larry Nicholson, President, Moorhead

Sonja Dunnwald Peterson, Shoreview
James Einfeldt-Brown, Crystal "Understanding, Reporting & Countering Hate Crimes"
Diane Bolter Crystal

Diane Bolter, Crystal
Richard Colond, Isanti County
Marion Helland, Golden Valley
Eileen Hyland, Coon Rapids
Bonnie Klitzke, St. Cloud
Gloria Winans, Eden Prairie
Anne LaLonde Laux, Minneapolis
John Kaufhold, New Brighton
Ronald Linde, Northfield
Sherry Maddox, Brooklyn Center
Thelma McKenzie, Roseville
Bonnie Baumel, Isanti County
Judith Moore, St. Louis Park

Trudy Hochradel, South St. Paul Sushila Shah, Arden Hills Estrella Urbi, South St. Paul Curt Iverson, New Ulm Connie McDonald, Richfield Minnesota Chiefs of Police Executive Training Institute

April 21,1998 Tuesday 3:30 - 5:00 P.M

Bell/ Alexander Room St, Cloud Civic Center

Jon Davenport, Willmar

Member Commissions:

Albert Lea
Arden Hills
Austin
Bloomington
Brooklyn Center
Brooklyn Park
Columbia Heights
Coon Rapids
Cottage Grove
Crow Wing County
Crystal
Duluth

Crystal
Duluth
Eden Prairie
Edina
Fairmount
Falcon Heights
Fergus Falls
Fridley
Golden Valley
Hibbing
Hopkins
Isanti County
Jackson
Lake Elmo
Mankato
Manlewood
Marshall
Minneapolis
Moorhead
New Brighton
New Hope
New Ulm
Nobles County

Marshall Minneapolis Moorhead New Brighton New Hope New Ulm Nobles County Northfield North St. Paul Oakdale Orono Paynesville Plymouth Red Wing Richfield Robbinsdale Rochester Roseville St. Cloud St. Louis Park St. Paul St. Peter Shoreview South St. Paul Stillwater Waseca White Bear Lake Willmar Winona and others in formation Resource Panel =

Peter Orput-Assn't Dakota County Attorney, Criminal Division

Chief Scott Lyons-Duluth Police Department

Chief Dennis O'keefe -St. Cloud Police Dep't

Bonnie Klitzke – Chairperson, St. Cloud Human Rights Commission

Chief A. Paul Monteen-Crookston Police Dep't

Leslie Green - Director of Office of Cultural Diversity, St. Cloud State Univ.

L. David Belz - Winona Police Dep't Administrative Officer

Moderator -Mort Ryweck - Hate Crimes Response Network Coordinator League of Minnesota Human Rights Commissions.



# Human Rights Commission is outraged by 'hate material'

By Jeff Richards

Plymouth Human Rights Commission member

Wednesday, Oct. 2, KSTP Channel 5 news reported that some Plymouth residents had received literature containing hate sentiments towards Jews, blacks and gays.

At a time when our citizens are deeply concerned about the violence in our cities, hate mongering — such as that displayed in this literature — only fuels the flames of fear and prejudice.

The members of the Plymouth Human Rights Commission are outraged about the distribution of such hate material to our citizens.

We find these views repugnant and cannot remain silent when a small number in our midst attempts to poison our community with their fear and ignorance.

As a city we will not tolerate these messages.

We must work toward understanding and accepting those who may be different from us. We must also pull together and support those who suffer the indignities inflicted on them by people who perpetuate hate.

The Plymouth Human Rights Commission will continue efforts to educate those who promote hate and prejudice simply because they are ignorant and angry.

If anyone else has received hate literature of any kind, please contact the Plymouth Human Rights Commission at the city offices by calling 509-5052.

Sh

T comr Re write gues local Le not e letter be rea Gu longer All guest autho: plete: October 4, 1996

To: Human Rights Commissions in Twin Cities Metro Area

From: Plymouth Human Rights Commission

RE: Hate Literature Distributed in Plymouth

You may have seen a report on KSTP Channel 5 news on October 2<sup>nd</sup> and 3<sup>rd</sup> about hate literature that some Plymouth residents received recently. This newsletter was filled with articles attacking Jews, Blacks and gays. Reportedly, some residents in Burnsville also received a similar paper. In Plymouth, at least two of the families were Jewish. We have not determined if this act was targeted at them, or if it was a random, isolated incident.

The purpose of this memo is to inform and alert you to these activities. Residents of your communities may also have received some of this vile material. I've shared the actions we've taken with Mort Ryweck of the LMHRC. If you want more information, contact him or call Gary Anderson, Chair-Plymouth Human Rights Commission at 671-3114 (w) or 473-6322 (h).

If we stay connected, act quickly and work together, we can have an impact on this type of hate mongering.

October 7, 1996

To:

Plymouth and Wayzata Community Churches, Schools, Businesses, Social Service Agencies and Fraternal Groups

From:

The Plymouth Human Rights Commission

Subject: Hate Literature in Our Community

You may have seen a report on the October 2<sup>nd</sup> and 3<sup>rd</sup> KSTP Channel 5 news about hate literature that some Plymouth residents received recently. This newsletter was filled with outrageous articles attacking Jews, Blacks and gays. It has been reported that some residents in Burnsville also received similar literature.

Our cities are being torn apart by crime and physical violence which has its roots in fear and hatred. Literature such as that distributed last week is a form of psychological violence against anyone who appears different from the author's view of what the world should be. If a community is to survive and prosper, it must unite against prejudice to support those who suffer the indignities inflicted by purveyors of hate. It must not remain silent and allow ignorance and bias to tear the fabric of our citizenry.

The Plymouth Human Rights Commission is asking you to join us in the fight against hate and prejudice before it and the violence that follows takes root in our cities. Here's how you can help:

- 1. Act as the "eyes and ears" of the community and report any acts of prejudice to the Human Rights Commission.
- 2. Actively speak out against hate and prejudice and in favor of acceptance and inclusion of all people.
- 3. Educate your members, students, employees and constituents about prejudice and its underlying causes---fear and ignorance.

Please contact us through the Plymouth City offices at 509-5052 if you have any information about hate incidents or if you want more information about the Plymouth Human Rights Commission. As an important part of the community, you can help make your city a better place to live, learn, play, worship and work.

The Plymouth Human Rights Commission consists of nine volunteer Plymouth residents appointed by the City Council. Its purpose is to promote equal opportunity and fair treatment in all facets of life for all individuals without regard to personal or cultural status or differences.

## October 2, 1996

# Notes on reported hate literature distributed in Plymouth

I received call from Commission member Mitzi Heath at 6:45pm. Mitzi said that KSTP Channel 5 carried a news report of an anti-Semitic newsletter distributed in Plymouth on Tuesday or Wednesday, Oct. 2 or 3. I called the news desk and had the story read to me. The reporter was John Stone. The newsletter reportedly attacked President Clinton, Jews, Blacks, gays and lesbians. I contacted one of the people who received one of the papers. She reported that the paper was published in Marietta, GA and was titled "The Truth At Last." She said she did not know how or by whom the paper was delivered, or how many people had received the paper. She did say that 3 of 4 neighbors around her had also received it. She said she was Jewish as was one of the neighbors who also received the paper. She said she lived in the Schmidt Lake Hills area.

I explained who the PHRC was and offered our condolences on behalf of the Commission and the community. I also offered any assistance through our Community Support Network, including the schools, (she has an 11 year old daughter who was frightened by the incident). I invited her and her neighbors to our meeting to discuss the incident. I asked if she would ask her neighbors to also contact me. I requested a copy of the newsletter.

I then contacted all the Commission members, Kathy Lueckert, the Mayor, Council member Tim Wold, Police Chief Craig Gerdes and Mort Ryweck of the LMHRC. Jackie Fraedrich said she would contact the principal at Zachary Lane Elementary to alert them, and also alert the Assistant School Superintendent. Howard Sigal said he would contact Sherry Yarosh at the Jewish Community Relations Council. Jeff Richards said he'd contact Sally Thompson at the Plymouth Sun Sailor to see if we could get a letter to the editor in next Thursday's edition. He also said he'd contact Channel 5 to get a copy of the news report. On Thursday I received a voice mail message from David Magy, one of the neighbors who had also received the newsletter. As of 3 p.m. we had not connected. He said he was unable to attend the PHRC meeting, but was pleased that the PHRC was interested and helping.

October 3, 1996 DRAFT

To the Editors of Plymouth Sun Sailor, Minneapolis Tribune and St. Paul Pioneer Press

On Wednesday, October 2<sup>nd</sup>, KSTP Channel 5 news reported that some Plymouth residents had received literature containing hate sentiments towards Jews, Blacks and gays. At a time when our citizens are deeply concerned about the violence in our cities, hate mongering, such as that displayed in this literature, only fuels the flames of fear and prejudice. The members of the Plymouth Human Rights Commission are outraged about the distribution of such hate material to our citizens. We find these views repugnant and cannot remain silent when a small number in our midst attempts to poison our community with their fear and ignorance. As a city we will not tolerate hate messages that divide our citizens. We must work toward understanding and accepting those who may be different from us. We must also pull together and support those who suffer the indignities inflicted on them by people who perpetuate hate. The Plymouth Human Rights Commission will continue efforts to educate those who promote hate and prejudice simply because they are ignorant and angry. (The following sentence was included in the letter to the Editor of The Plymouth Sun Sailor, but not to the Minneapolis Tribune or the St. Paul Pioneer Press.) If you have received hate mail, please contact the Plymouth Human Rights Commission at the Plymouth City offices—509-5052.

# Actions Taken Against Hate Literature Incident in Plymouth

- 1. Contacted:
  - a. KSTP Channel 5 reporter for information
  - b. Victims and interviewed them
  - c. Plymouth Police Chief and police investigator
  - d. Plymouth Mayor, City Council and City Manager
  - e. Human Rights Commission Members
  - f. Mort Ryweck at LMHRC
  - g. Reporters at local newspapers
  - h. Jewish Community Relations Council
  - i. School officials in affected area
- 2. Offered support to victims
- 3. Informed KSTP Channel 5 of our Commission meeting and our response to the incident
- 4. Drafted letters to Editors of newspapers
- 5. Prepared mailing to community support network
- 6. Notified sister community Human Rights Commissions
- 7. Provided additional police patrols for affected neighborhoods

Ten Ideas For Distribution of Enclosed Poster/Ads on Human Rights Issues.

- 1. Display posters in prominent places on your premises, such as cafeterias and heavily trafficked hallways and public areas.
- 2. Sponsor a series of educational programs, incorporating the themes of the posters. We can help you provide speakers and other helpful program resources to examine the issues raised by each poster.
- 3. Run each poster consecutively, in the monthly bulletin or magazine of your company, congregation, school, agency or organization. This provides an opportunity to convey these challenging messages to your entire membership, or your employees. We can provide camera ready copies of each poster, letter size, eight and a half by eleven inches, at nominal cost.
- 4. Urge your state, regional and national affiliated publications to also run them.
- 5. Utilize the letter size enclosed sample copies of the posters for a mailing to other community groups, to sensitize and involve them in these issues.
- 6. Urge your local newspaper(s) to run the posters as a public service.
- 7. Your local TV station(s) should also be approached to run them as a public service.
- They can also be posted at bus shelters, on buses, and on billboard signs, often as a public service in many cities.
- 9. Ask your city, county and state government agencies to display and distribute the poster series at their branches, as well as at their main offices.
- 10. Run your own poster contest on human rights issues, and send us the best entry by February 1st, 1994. We are seeking new ideas for next year, and if we distribute your poster, it will receive statewide publicity, and a \$100 savings bond as a token of our appreciation.
- (Please share with us any other ideas you might have to maximize the impact and outreach of these challenging and provocative poster/ads. Thank you in advance.)

# The League of Minnesota Human Rights Commissions



# Golden Valley Human Rights Commission

7800 Golden Valley Road • Golden Valley, MN 55427 • (612) 545-3781

#### COMMISSIONERS:

Atashi Acharya Carol Doten Leonard Flachman Norma Garfin Paul Gaston Edward K. Hara Ruth Heaner Marion Helland Bill Hobbs Mark Hochhauser Diane Hosker Sondra Kelly Jeffrey Loeb Marjorie Mastrian Helen McMickle-Bassett Kara Waataja September 1990

Dear Friend:

The news media is filled with the rising incidents of racism, hatred, and bigotry. Many of those incidents are taking place in the Twin Cities, even in Golden Valley.

The Golden Valley Human Rights Commission is sending you the enclosed materials to assist you in creating an atmosphere which says that "Golden Valley is No Place for Prejudice."

Please post in a prominent place the "No Prejudice" logo sheet and the "Golden Valley Human Rights Commission" sheet.

To assist you in planning programs around human rights issues we have included a list of organizations and agencies from whom you can request materials or information on persons who might be a speaker or provide a program. Also enclosed is a human rights resource listing.

The other two brochures provide additional information on the Human Rights Commission and the "No-Fault Grievance Process."

We hope you will join the members of the Golden Valley Human Rights Commission in working to make Golden Valley "no place for prejudice."

Sincerely,

Edward K. Hara, Chairperson

Edward Honz

# **HUMAN RIGHTS GRANT AWARD**

# **♦ PROPOSAL COMPONENTS**

Each proposal must be comprised of two sections:

- Narrative.
- Activity Budget.

The narrative shall be no more than three typewritten pages. A clear description of the activity and how it promotes human rights in the City of Mankato should be provided. Narratives must also include:

- Area(s) of human rights addressed.
- 2 List of individual(s) and/or group(s) involved.
- Who is responsible for the activity.
- A timeline for when the activity would begin and conclude.
- 6 Any other source of funding or non-monetary resources.

# ♦ SELECTION PROCESS

Proposals shall be reviewed by the Mankato Human Rights Commission. Each will be evaluated according to the award criteria. The recipient shall be selected based on this evaluation.

Commissioners may decide to give no award.

# **♦ PROPOSAL DEADLINE**

All proposals must be submitted to the Mankato Human Rights Commission by December 1, 1995.

SUBMIT PROPOSALS TO:

MANKATO HUMAN RIGHTS COMMISSION
202 E JACKSON ST
PO BOX 3368
MANKATO, MN 56002-3368

For more information, please call (507) 387-8621.

# GOLDEN VALLEY HUMAN RIGHTS COMMISSION

Orientation Information 2/98

# MISSION

Since 1965 the mission of the Golden Valley Human Rights Commission has been to recognize and provide equal opportunity and fair treatment to all residents and to assure them full and equal participation in community affairs.

Working to eliminate discriminatory practices in employment, education, housing, public services and public accommodations, the Human Rights Commission aids Golden Valley citizens by:

· mediating complaints of unfair and unequal treatment

 conducting educational programs designed to reduce discrimination and prejudice in the community

 encouraging development of human services that will help meet the needs of citizens living and working in the community.

The ultimate goal of the Human Rights Commission is to secure for all Golden Valley citizens dignity and freedom from discrimination regardless of:

race color
creed marital status
religion economic status
age sexual orientation

disability national origin

gender

# HISTORY

The Human Rights Commission was established by the Golden Valley City Council in July 1965. In March 1970, the Council voted that it be public policy of Golden Valley:

• To "encourage the establishment... of equal opportunity and fair treatment and practices..."

 To "recognize and provide equal opportunity to all present and future residents... to assure them full and equal participation in affairs of this community."

At the same time, the Commission was given the charge to:

 Advise, recommend, and assist the Council in matters of equal opportunity, human relations, and civil rights within Golden Valley.

· Eliminate unfair discriminatory practices.

 Coordinate local aspects of public and private organizations in the field of civil rights and human relations.

# **MEMBERSHIP**

The twelve members of the Human Rights Commission are appointed to three-year terms by the City Council. Members may be reappointed for consecutive terms. The Commission elects a chairperson, vice chairperson, secretary and treasurer at every January meeting.

Citizens who wish to become members of the Commission may call the City Manager's office at City Hall to receive application forms. They will be interviewed by a committee of the City Council and appointments will be made whenever vacancies occur.

# **RESOURCES**

Additional information on the history and activities of the Golden Valley Human Rights Commission can be found in:

"This Is My City: Golden Valley, Minnesota" (Video — 19 minutes) Discussion Guide included.

This video was produced by the City of Golden Valley's Human Rights Commission in cooperation with Northwest Community Cable Television to celebrate Golden Valley's Centennial year — 1986.

The focus is on the human side of the community and features interviews with residents who were involved in the changes in human relations and human rights. Golden Valley residents tell the story of human rights situations in the past, what it's like today (1986) in the city, and what could be done to improve conditions. They speak from personal experience: For example a black couple talk about the police department's education in human rights; the mother of a family from Vietnam tells of her daughter's struggle to be accepted in a suburb filled with blue-eyed blonds; a disabled former Human Rights Commissioner reports from personal experiences the need for more housing for the disabled.

"Golden Valley: No Place for Prejudice" Discussion Guide included. This 15- minute video was produced by the Golden Valley Human Rights Commission in cooperation with Northwest Community Cable Television to tell the 25-year history of the Commission.

Gene Sylvestre, veteran consultant for the Golden Valley Human Rights Commission, organized a collection of photographs and documents in a huge book. Using these sources, he created the script and provided narration for this extraordinary documentary.

The video highlights the various projects initiated by the Commission through those first 25 years.

Further information can be found in:

- A large scrapbook that chronicles Commission history through photos and newspaper articles.
- · A notebook organized by topics.
- A scrapbook devoted to the Black History Committee.

# COMMITTEES OF THE GOLDEN VALLEY HUMAN RIGHTS COMMISSION

# DISCRIMINATION

# GOAL:

To respond to people who believe they may have been discriminated against.

To identify situations in the community where possible discrimination may exist and to reduce or eliminate the discrimination.

# **COMMUNITY EDUCATION**

# GOAL:

To disseminate information regarding the Human Rights Commission, its goals, objectives and policies in order to familiarize the citizens of Golden Valley with the Commission.

# HOUSING

# GOAL:

To encourage and promote the Golden Valley Housing Policy.

# SCHOOL EDUCATION

# GOAL:

To educate and inform the citizens of Golden Valley relative to human rights, cultural diversity and discrimination by developing and distributing the HRC brochure, video and other materials. To serve as a catalyst for a better understanding and appreciation of the various cultures, their histories and contributions to society by providing educational materials.

# **BLACK HISTORY COMMITTEE**

Since 1982, the Black History Committee has worked to bring people of varying cultural and ethnic backgounds together to share, preserve, and celebrate their uniqueness. Its mission is to develop and sponsor activities that:

promote racial and social understanding
raise the consciousness about the rich cultural heritage of Americans
improve the understanding and appreciation of black culture and contributions
modify the negative image of suburban isolation and lack of concern for racial understanding
educate in an entertaining way
establish a successful model for businesses, schools, government, communities of faith, organizations, and the community at large to work together

Through its activities, the Committee began to achieve these goals. Its annual celebration of black culture and history debuted in 1983 during Black History Month (February) and has become a popular, well-attended event that brings thousands of people together in the spirit of learning, sharing, and understanding. Over the years, the Committee's activities have grown in range and diversity to promote racial balance and unity throughout the year.

The Black History Committee of Golden Valley is a nonprofit organization funded by the generosity of corporations, schools, congregations, civic organizations, and individuals. Matching funds are provided by the City of Golden Valley.

# ORDINANCE #350 PASSED BY VILLAGE COUNCIL MARCH 2, 1970

170.02

It is the public policy of the Village of Golden Valley to encourage the establishment and development, both publicly and privately, of equal opportunity and fair treatment and practices in employment, housing, public transportation, public accommodations and education among and to all individuals, without regard to their race, color, creed, religion, affiliations, national origin or ancestry. The further public policy of the Village of Golden Valley is to recognize and provide equal opportunity to all present and future residents of the Village so as to assure them full and equal participation in the affairs of this community.

There is hereby created a Golden Valley Human Rights Commission consisting of not more than twelve (12) members, the duties of which Commission shall be to advise, recommend and assist the Council in matters of equal opportunity and elimination of unfair discriminatory practices, as set forth by Minnesota Statutes 1967, Chapter 363.03, and

1. To formulate for the Village Council proposals and programs for the dissemination and implementation of the declared public policy and practice of the Village, as set forth herein.

2. With the approval of the Village Council, to carry out approved proposals and programs.

3. To investigate complaints of unfair and unequal treatment and to submit written reports and recommendations to the Village Council.

4. To coordinate the local aspects of its activities with those related activities of the Federal, State and County governments and such public and quasi-public agencies as may have related purposes and objectives in the field of civil rights and human relations, subject to prior review by the Village Council of any action proposed to be taken in these respects.

5. Upon request of the Village Council, to make such studies, surveys, investigations and reports so as to provide facts and information both for the work of the Commission and to serve as a basis for action by the Village Council.

6. To advise the Village Council on any and all matters relating to human relations and civil rights problems within the Village of

Golden Valley.

170.10 Appointment and Term of Office:

All members of advisory boards shall be appointed by the Village Council. The term of office of all members of advisory boards shall be three years, with one-third of the terms expiring March 1st of each year. Vacancies on boards or commissions may be filled by the Council for the unexpired term of the member causing the vacancy.

170.11 Organization:

Each board or commission shall appoint a chair, vice-chair and secretary for a one-year term at the first meeting after March 1 of each year. The secretary shall keep written minutes of each meeting and furnish the Village Manager with a copy of the minutes of each meeting for transmittal to the Village Council.

170.12 **Actions:** 

A quorum of an advisory board or commission shall consist of simple majority of the membership. No advisory board or commission shall make a formal recommendation to the Council or administrative officers with less than a quorum of its members present at the meeting at which action is taken.

170.13 Procedures:

Each board or commission shall hold a regular monthly meeting at a convenient place which interested citizens may attend. Each board shall have freedom to set reasonable rules of procedure and set up such subcommittees or study committees as they see fit, provided all actions shall be taken by the board of commission as a whole. On any issue or recommendation, a minority report as well as a majority report may be submitted to the Council.

170.14 **Liaison**:

To provide liaison between policy execution and advisory boards or commissions, the Village Manager shall appoint an administrative official to attend regular meetings of each board. This ordinance shall not be construed to require the Village Council to appoint Advisory Board members; to maintain a board on an active basis; or to appoint a larger board than they deem necessary.

# BY-LAWS OF THE HUMAN RIGHTS COMMISSION CITY OF GOLDEN VALLEY ADOPTED BY THE CITY COUNCIL - DECEMBER 3, 1991 AMENDMENT ADOPTED BY THE CITY COUNCIL - APRIL 1992

# Article I: Mission Statement

It is the policy of the City of Golden Valley to encourage the establishment and development, both publicly and privately, of equal opportunity and fair treatment and practices in employment, housing, public transportation, public accommodations and education for all individuals without regard to race, color, creed, sex, religion, affiliations, national origin, ancestry, marital status, age, sexual orientation, or disability.

The mission of the Human Rights Commission is to provide advice and assistance to the City Council in ensuring full protection of human and civil rights to all citizens of Golden Valley and provide effective assistance to community members and targeted groups in order to achieve equal opportunity.

# FOCUS:

To fulfill this mission, the activities of the Human Rights Commission will focus on the following areas --

- educating the community on issues of discrimination and cultural diversity,
- addressing incidents of discrimination wherever they occur in the city,
- periodically assessing the extent to which the human rights of the citizens of Golden Valley are sufficiently protected and recommending necessary action.

# Article II: Membership

- A. <u>Composition</u>: The Human Rights Commission will be comprised of 12 members including officer bearers (chair, vice-chair and treasurer). The membership will reflect the ethnic, cultural, religious and other diversity of the community, and include representatives of specially targeted groups such as the physically challenged, senior citizens, etc., whenever possible.
- B. <u>Eligibility and Appointment</u>: All residents of the City of Golden Valley will be eligible to apply to the City Council to be considered for appointment to the Commission whenever vacancies exit. The Human Rights Commission will

participate in the selection process. Appointments will be made by the Council at its last meeting in February, effective March 1. Members will serve three-year, staggered terms, except in those cases where new members may be completing the term of a member who has left the commission before completing his/her three year term.

- C. <u>Responsibilities</u>: Each member is expected to attend at least one meeting per month in the evenings, and devote approximately five hours per month to Commission business outside of the meetings. Members will work in small groups on specific projects, and are expected to have an interest in human rights problems and issues as they relate to such topics as housing, employment, public accommodations, education and public services.
- D. Attendance: Attendance is required at all meetings. Absence from three consecutive regular or special meetings without a valid excuse shall be cause for recommended removal from the Commission. It is the duty of each member to notify the Secretary and/or Executive Committee whether or not he/she will attend the meeting by the morning of the meeting day. Per recommendation by the Executive Committee, the Commission will not grant a leave of absence to any member of this body.
- E. <u>Orientation</u>: Each member will receive an orientation to the Human Rights Commission.

# Article III: Meetings

- A. The Commission shall hold regular monthly meetings on the second Thursday of each moth at 7:00 P.M.
- B. A quorum consists of a majority of the membership; a majority vote of the members present shall be sufficient to transact the business of the Commission.
- C. The Commission may hold special meetings to complete or initiate business at the call of the Chair, or upon the request of three members of the Commission.
- D. Each member shall be notified at lest 48 hours previous to a special meeting, of the time, place and the purpose of the meeting.
  - E. All meetings shall be open to the public.

# Article IV: Officers

A. Election of Officers: The officers of the Human Rights Commission shall be elected by the members of the Commission at the January meeting each year. They shall serve a period of one year.

B. Officers: The officers of the Human Rights Commission shall be a Chairperson, A Vice-chairperson, and a Treasurer. In addition, the City Council may appoint an official Secretary who need not be a member of the Commission. Any other officers may be elected or appointed as deemed necessary.

# C. Duties of Officers:

# i) Chairperson will:

- develop the agenda for meetings,
- conduct and preside over monthly meetings in a productive, time efficient manner,
- monitor and ensure the progress and completion of projects and Commission activities within an approved time frame,
- report to City Council,
- ensure that the Commission conducts its activities within the stated mission and by-laws,
- appoint special task forces for specific projects when needed,
- take needed action on behalf of the Human Rights Commission in emergency situations. Such actions must be reported to the Commission at its next meeting.

# ii) Vice-chairperson will:

- assist the chair in completing the above responsibilities and perform those duties in the absence of the chairperson,
- chair the membership and nomination committees.

# iii) Treasurer will:

- develop the Commission's annual budget request to the City Council.
- report current status of allocated budget at monthly meetings of the Commission.

#### iv) Secretary will:

 keep the minutes of all meetings and all records of the Commission.
 Minutes of the meetings shall be mailed to all Commission

members together with the notice of the next regular meeting. The Secretary shall notify all members of regular and special meetings of the Commission. The agenda for meetings shall be mailed to all Commission members no less than three days prior to the meeting.

### Article V: Conduct of Business

- A. No business shall be transacted at any special meeting other than that stated in the call for the meeting.
- B. Monthly meetings shall be called to order by the Chairperson, or in the Chairperson's absence, by the Vice-Chairperson. In the absence of both, the Secretary shall call the meeting to order and those presented may elect a Chairperson pro tem.
- C. The rules contained in Robert's Rules of Order Revised shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these by-laws. All business will be conducted in conformance with the City of Golden Valley Guidelines for Commissions, Committees and Boards (Appendix I).
- D. Attendance shall be taken at each monthly meeting and a record made of those members present, absent, or excused. The minutes of previous monthly meetings shall be submitted for approval and any errors noted and corrections made; the agenda for the current meeting shall be approved. The regular order of business shall then be taken up, provided that the reading of the minutes may be dispensed with and approved if there are no objections.
- E. All reports shall be in writing, as shall motions and resolutions, when it is desired that more than the substance be entered in the minutes.
- F. These rules and procedures may be amended by a vote of a majority of the members of the Commission at the next regular meeting or a special meeting. Notice of the proposed amendments shall be mailed to all members of the Commission by the Secretary at least five days prior to the meeting at which they are to be voted on.

#### Article VI: Committees

- A. Executive Committee: Shall consist of the Chair, Vice-chair, Treasurer and one member-at-large, who will be elected by the commissioners. The committee will meet at least quarterly, and more frequently if needed. The committee will assist the officers in maintaining the smooth operation of the Commission. This committee will also be responsible for drafting the revisions for these by-laws.
- B. Membership/Nomination Committee: Shall be chaired by the Vice chairperson of the Commission, and include at least two regular members of the Commission. This committee will meet as needed and shall be responsible for:
  - presenting a slate of nominees for offices to the Human Rights Commission at its January meeting each year,
  - conducting orientation for new members,
  - attendance at meetings, contacting those members who are absent more frequently than the by-laws allow, and making recommendations to the Commission for needed action in such cases.
- C. <u>Program Committee</u>: Program committees will be constituted each year to carry out the activities of the Commission. Each program committee will be responsible for one of the areas of focus identified in Article I of these bylaws. All HRC members, including officers, will be required to join one of these committees.
- School Education Committee: will relate to area schools/school districts to serve as an advocate/resource in the area of multicultural education; this may include curriculum and activities related to creating a positive climate for individuals from different backgrounds.
- 2) Community Education Committee: will have standing responsibility for educating the citizens regarding human rights, cultural diversity, and discrimination through developing and distributing the HRC brochure and literature to continually update the HRC regarding current issues, and to alert the City Council if needed. This committee will provide liaison to the Black History Committee, and will develop plans for other educational activities of the Commission.

- 3) Discrimination Committee: will have standing responsibility for addressing incidents of discrimination, including individual complaints, no-fault grievance and mediation requests, responses to media publications related to human rights, an annual survey of public housing sites, etc.
- 4) Needs Assessment Committees: As a way of monitoring the status of human rights in golden Valley, the Commission will have standing responsibility for conducting periodic surveys and utilizing other opportunities to identify areas of positive strengths and unmet needs in the City of Golden Valley related to human rights. Based on a needs assessment process (See Appendix II), this committee can monitor activities, evaluate results, and make recommendations to the Commission. The committee members may also be appointed by the HRC Chairperson, or the City Council to represent the HRC and/or City of Golden Valley in organizations such as the Coalition of NW Area Human Rights Councils.

In addition to the standing responsibilities, every year, each program committee will also develop a plan of activities consistent with its focus, which will be presented at the monthly meeting of the HRC in March for review and approval. Thereafter, the committee chairpersons will report progress on these plans at monthly meetings of the HRC. Any changes in these annual plans will require approval of the Commission. Program committees will document progress on their respective activities each quarter, to be presented to City Council by the HRC Chair.

D. Ad Hoc Committees and Task Forces: The Chairperson may appoint ad hoc committees and task forces to carry out special responsibilities on an "as needed" basis, when such responsibilities are not consistent with the focus of the program committees. Such appointments will be time limited, will need approval of the Commission, and will be dissolved following completion of the assigned tasks.

## Article VII: Guidelines for Programs and Budgets

### A. Planning activities and sponsorship:

The Human Rights Commission can sponsor any program approved by City Council, consistent with its mission. The Commission can co-sponsor events with other groups, providing the Commission has no financial obligations and the co-sponsorship is approved by City Council. The Commission can co-sponsor events with other governmental bodies, providing "Joint Powers

Agreements" have been approved by both governing bodies. Approved Commission programs can be supported or endorsed by other groups.

#### B. Support action:

The Commission can support legislative programs upon recommendation to and approval by the City Council. The Commission can support or favor local issues affecting the municipality and make a recommendation to the Council respecting such issues.

#### C. Expenditures:

The Commission can spend funds, with Council approval, for public purposes. The purpose must be related to the HRC's mission, must benefit the community as a whole, must have a direct relationship to the City government, and must be under the direct control of the City.

Expenditures must be within the limitations of the City's statutory authority. Ventures requiring expenditures must be under the auspices and control of the Commission, unless joint powers control has received Council approval. Small sums can be spent by the Commission when similar approval by the Council has been granted, or when the use is for other requirements (such as in training for commissioners, expenses resulting from Commission meetings, operating expenses, etc.) that are clearly within the contemplation of the time the general Commission budget is approved. This authority to spend would also extend to any contingency funds budgeted by the Council so long as the activity giving rise to the expenditure was clearly within the contemplation of the Council and the scope of the governing resolution, with doubtful situations to be submitted to the Council for its review.

#### Article VIII: Amendments and Revisions

These by-laws will be reviewed by the Executive Committee at least every three years, and recommendations for changes and amendments will be presented to the Commission for action. These by-laws can be altered or amended at any regular monthly meetings of the HRC, provided that notice of the proposed changes and amendments shall have been mailed to each member of the HRC at least 7 days prior to such meetings.

#### Appendix I

City of Golden Valley Guidelines for Commissions. Committees and Boards

The City Council wishes to express its appreciation to the many citizens who take time away from their personal and professional lives to serve the community through their membership on commissions, committees and boards. Golden Valley has had a history of extensive citizen involvement. At present, approximately seventy-five commission, committee and board members participate in providing specialized expertise so that Council decisions can be made with more complete background and knowledge that would otherwise be possible. The Council and the entire community benefit from this invaluable service. Statutory cities are not required to use advisory groups; the decision to do so is left to the discretion of the Council. This Council, as well as those before it, recognizes the many advantages to be gained from this approach to City government. The purpose of this document is to provide guidance to all the Council's advisory groups on operational procedures.

The Council is directly responsible for the actions of its advisory commissions. It is hoped that through these guidelines the expectations of the Council, with respect to its advisory commissions, committees and boards will be clearly understood and followed. The Mayor and Council Members welcome any request for discussion or clarification of any information that is contained or thought appropriate to be contained in these guidelines. The goals of the Council are better communication with its advisory groups and better service to the citizens of Golden Valley.

## I. General Information on Golden Valley Government:

Golden Valley is a statutory city operating under Optional Plan B. this is the city manager form of city government. Several distinct features of the Optional Plan B form are:

- the government is run by a council composed of an elected mayor and four council members who exercise legislative authority and appoint a city manager,
- a city manager, appointed by and responsible to the Council, is charged with the effective administration of the city business in accordance with the decisions of the council,

- advisory boards, commissions, and committees may be appointed.

#### II. Advisory Commissions, Board and Committees:

\_\_ The Golden Valley City Council has established the following standing advisory commissions and boards: The Planning Commission, the Open Space and Recreation Commission, the Human Rights Commission, the Board of Building Review. (The Board of Zoning Appeals and the Civil Service Commission are appointed by the Council, but have the authority, given under State Statute, to make independent decisions.) The duties and functions of these advisory groups vary somewhat, but generally they may all be asked to conduct investigations and make reports on matters of fact. Often they are used to study facts and make recommendations. It should be remembered, however, that these advisory groups may not make decisions on behalf of the Council. In most cases, the Council may routinely approve the recommendations of advisory groups if they are competently done, based on research and discussion. It must be emphasized, however, that it is the Council's final decision on any matter, and not simply the advisory groups' recommendations, which binds the City.

These advisory groups may be organized in any manner deemed appropriate by the Council. The City Council may create and dissolve them, appoint persons to serve on them, and exercise powers of general supervision over them. A Planning Commission, however, must be established by ordinance and, once established may be dissolved only by an ordinance which passes by 2/3 majority vote of the Council. Once established, there are certain mandatory planning actions which must be taken by the Planning Commission before they can be subsequently finalized by the City Council.

#### III. Open Meeting Law:

All meetings of all public bodies in golden Valley must be open to the public. There can be no such thing as a "closed", "private" or "executive" meeting or session. The only exceptions that have been recognized in the past are certain disciplinary actions conducted by the Police Civil Service Commission and matters coming before the City Council which involved litigation that is either threatened or pending, matters involving labor negotiations, and matters involving the State Data Practices Act.

The Minnesota Statute requiring City Council meetings to be open to the public has been in existence for many years. A 1973 amendment and court decisions and ruling by the Minnesota Attorney General have made committees,

subcommittees and other public bodies subject to the statute. Furthermore, the exceptions noted above are available only to the governing body of the municipality (and the Police Civil Service Commission in the limited situation recited above).

Commissions and committees should be careful to observe the requirements of holding all meetings in public places and posting notices of meeting dates and times at the City Hall. Scheduling of meetings with the Deputy City Clerk will help prevent conflict with other groups over meeting times when public participation is particularly desired. Commission and committee meetings will not be held on designated legal holidays or other recognized religious holidays.

Any questions regarding the meaning or application of the Open Meeting Law should be directed to the City Council. The Council will seek such advice from the City Attorney as may be necessary.

#### IV. Commission Organization and Procedures:

A. Term of Office: Appointments to advisory commissions and boards are made effective march 1 of each year. The length of each appointment is provided in the governing ordinance and is designated by the Council at the time of the appointment. Each commission should elect officers not later than its second meeting after March 1 in each year. The term of office should be one year, unless otherwise specified in the governing ordinance by the Council, prior to each election.

B. Subcommittees: From time to time, the Council will appoint subcommittees of certain commissions in order that special attention be concentrated in specified areas. At the same time, the Council also wants the opinion of the commission regarding each subcommittee's recommendations.

Each subcommittee should submit any report or recommendation intended for the Council first to the commission for review and comment. Such review and comment should take place at the next regularly scheduled meeting of the commission. If it does not, the report or recommendation of the subcommittee shall be forwarded to the council without commission consent.

The subcommittee report or recommendation, together with the commission's comments, should be submitted to the Council at its next regularly scheduled meeting. As in the case of commission presentations, a spokesperson for the subcommittee should attend the Council meeting and be prepared to make a presentation and answer questions.

## V. Communications To and From Commissions

A. Council requests to commissions: From time to time, the Council will refer items to commissions for recommendation. The purpose of such a referral is to assist the Council in gathering all of the pertinent facts and sharpening the issues.

The Council would request a written report from each commission with regard to each such referral. The report should set forth all of the pertinent facts and the detailed recommendations from the commission. The report should be submitted at lest five days prior to the Council meeting.

At any time a commission report comes before the Council, one representative of the commission should be present to make a presentation and answer questions. In the event there is a difference of opinion on the commission, a minority report may be presented in the same manner.

B. Commission requests to Council: any commission request or recommendation for Council action or legal opinion should be communicated by letter from the commission chairperson to the Mayor, giving a full explanation of the background of the matter. Along with the letter, the commission should submit or refer to the pertinent portion of its minutes on the subject.

The letter to the Mayor should be delivered to the Deputy City Clerk at least five days before the Council meeting. A presentation for the commission should be made at the Council meeting by a single representative. A representative of any minority view should also be present.

C. Communications with those other than the City Council: Based upon past experience, the Council believes that there is some potential for misunderstanding regarding communications with persons and governmental units or agencies other than the City Council of Golden Valley. It is essential that members of commissions understand and observe appropriate policies and practices in this regard.

The essential principle involved is that the Council alone has the responsibility and authority to adopt the decisions, policies, and recommendations of the City of Golden Valley. The Council values the opinions and advice of its commissions and invites the communication of the same to the Council. The Council will take such opinions and advice into account in formulating the City's official position.

The method of proceeding <u>does not</u> preclude a commission from gathering such information as may be pertinent to its activities. Commissions are free, without prior Council approval, to make inquiries and to give necessary background for such inquiries, such careful considerations must be given that these communications cannot be reasonably construed as statements of official City policy and opinion.

The matter of distribution of information to the public is one that is not capable of specific rules of practice. In general, any such communication which purports to, or has the effect of communicating an official City position or decision, should be submitted to the Council for prior approval. Other types of communications, which are purely informational and do not involve unresolved questions of City policy, may be disseminated without prior Council approval.

#### Appendix II

#### Needs Assessment Process

The Human Rights Commission should be the most knowledgeable body in the City of Golden Valley regarding the state of human rights within the City. If the commission is to address the mission statement objectives, and the members are to fulfill their roles as commissioners as described in the mission statement and by-laws, the commission must find the means to keep their "finger on the pulse" of human rights in the City. Only such an informed body can be prepared to recommend and design programs to address discrimination and to address the City Council regarding the status of human rights within the City.

There are two main focuses on human rights in the City. One is the logging and evaluation of discrimination activities on the part of the individuals and institutions in the City. The second is the educational and anti-discriminatory activities of the individuals and organizations in the City.

A needs assessment activity of the commission should find a way to monitor both the activities which support human rights and those which evidence disregard for the human rights of the citizens of Golden Valley and those who work here.

There are specific arenas of activity which serve as points for assessing the human rights situation in Golden Valley:

Education (schools)

Employment (businesses)

Public Services (including law enforcement)

Housing (including group homes)

Business Services (including access, credit, etc.)

In the on-going activity of the commission, one commissioner would be assigned to monitor activity in one of the arenas. The assignment would be for a specified term - six month or one year. Initially it may be necessary to set up a task force of two or three persons to define what steps would be taken to monitor the activity in each arena.

When warranted by community activities, a task force may be appointed to work with the commissioner assigned to monitor and to evaluate what is taking place in the community and to bring recommendations to the commission. When the human rights activity has been resolved, the task force will be dismissed.

## LEAGUE of MINNESOTA HUMAN RIGHTS COMMISSIONS

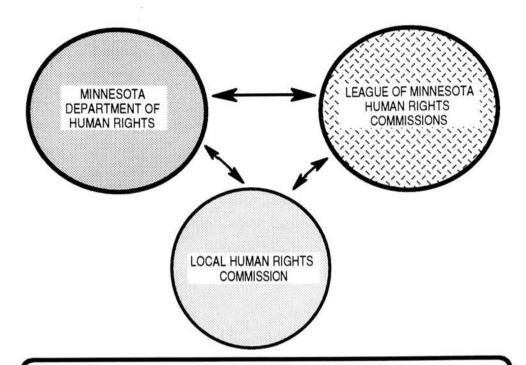
The League of Minnesota Human Rights Commissions, founded in 1972 and reorganized in 1987, is a coalition of local Human Rights Commissions which have been established by charter or ordinance in communities throughout Minnesota. While its member Commissions are public agencies, the League is a private, non-governmental organization with 501c3 classification under the IRS Code. Grants and gifts to the League are tax-deductible.

The League is the only private, statewide agency concerned with fighting all forms of illegal discrimination, and with enhancing the rights of all groups of people defined under the Minnesota Human Rights Law (MS 363).

The League shall assist county and municipal human rights/relations commissions in Minnesota to carry out the purposes of the ordinances or resolution pursuant to which they were established, and interact with all divisions of the State, and other agencies, involved in the area of human rights/relations.

### Among the League's purposes:

- To encourage and assist the development of new Human Rights Commissions in cities and counties throughout the state.
- To help increase the expertise and involvement level of Human Rights Commissioners in their communities.
- To monitor, improve, and promote the use of the No-Fault Grievance Resolution Process for resolving Human Rights disputes on the local level.
- To gather information and publications involving Human Rights in Minnesota, especially touching on local opportunities and activities.
- To circulate news of Human Rights happenings regularly to interested parties throughout the state.
- To develop educational materials on Human Rights, especially on the Minnesota Human Rights Act for local Commissions to use in their schools and communities.
- To develop models for local Human Rights observances, such as Martin Luther King Day, Cinco D'Mayo, American Indian Month, Black History Month, Asian Celebrations and other such activities.
- To conduct workshops and conferences to assist and inform city and county officials, and others who are concerned about enhancing the rights of all in their communities.
- To cooperate with the Minnesota Department of Human Rights in efforts to enhance Human Rights in Minnesota.

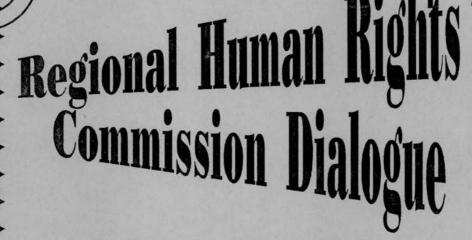


**Human Rights Commissions** are voluntary, city chartered groups appointed by city councils to advise and promote matters relating to human rights under the state Human Rights Act 363 and to work for a society free from prejudice and discrimination.

League of Minnesota Human Rights Commissions is a voluntary, non-profit organization dedicated to the protection and advancement of human rights. League members are the various Human Rights Commissions chartered in cities and communities throughout the state.

Minnesota Department of Human Rights is a state agency which has the mandate to hear discrimination cases filed with the state. An extension of this mandate is the No Fault Grievance Process administered by local Human Rights Commissions. The Human Rights Commissioner is appointed by the Governor of the state.

Minnesota Department of Human Rights (612) 296-5663 (St. Paul office) Tty/Tdd 296-1283 1-800-657-3704



September 24, 1998 7:00 pm City of Brooklyn Center, Constitution Hall

## Agenda

- 1. Introductions
- 2. Guest Speaker, Gloria Winans: Eden Prarie's Response to Hate Crime Incident
- 3. Results of Survey & Historical Perspective
- 4. Discussion: Proposal for Regional Action
- 5. Next Steps

#### SURTER RESULENCE VAL

#### REGIONAL HUMAN RIGHTS DIALOGUE

## 1. WHAT ARE THE KEY ACTIVITIES THAT YOUR HUMAN RIGHTS COMMISSION HAS FOCUSED ON DURING THE PAST TWO YEARS?

Robbinsdale

Hate/bias crime response plan and updating City Code - Human Rights section.

Champlin

Student members, Human Rights Commission resolution adopted by City Council, and annual human rights award.

Brooklyn Park

Development and implementation of a human rights award, and initiating a domestic abuse project.

#### Brooklyn Center

Hate/bias responses.

## 2. WHAT IS THE STATUS OF A BIAS RESPONSE IN YOUR COMMUNITY?

Robbinsdale

Fully developed, and plan in place but need to involve other sectors of the community more.

Champlin

Plan in place but need to involve other sectors of the community more.

#### Brooklyn Park

Developed but needs fine tuning.

Golden Valley

Plan in place but need to involve other sectors of the community more.

Brooklyn Center

Plan in place, need to involve other sectors. Plan has been implemented in one case which occurred early 1998.

## 3. WHAT DO YOU SEE AS AREAS OF FOCUS FOR HUMAN RIGHTS WORK IN YOUR COMMUNITY IN THE NEXT TWO YEARS?

Robbinsdale

Attention to diversity, school(board)/education involvement, and local area Human Rights Commissions communication.

Champlin

Making community aware of Human Rights Commission, more public education on human rights issues, and learning more about growing ethnic communities in Plymouth (i.e., Russians).

#### Brooklyn Park

Domestic violence and social services.

#### Golden Valley

Education, "share the dream" project, housing, and networking such as bias/hate crime response project.

#### Brooklyn Center

Need to develop.

## 4. WHAT ISSUES DO YOU SEE AS REGIONAL ISSUES THAT COULD BE SHARED BY OTHER COMMUNITIES AS A HUMAN RIGHT REGIONAL EFFORT?

#### Robbinsdale

Attention to diversity, school(board)/education involvement, and local area Human Rights Commissions communication.

#### Champlin

Regional public education above human rights issues, and more bang for buck with regional efforts.

#### Brooklyn Park

Commission will respond to this.

#### Golden Valley

Affordable housing, anti-discrimination efforts, and employment and transportation issues.

#### Brooklyn Center

Joint training, join policy development, and join projects for community education.

Better Ogientation / Annual Mag- City Cof menurers.

#### 5. CHALLENGES/OPPORTUNITIES:

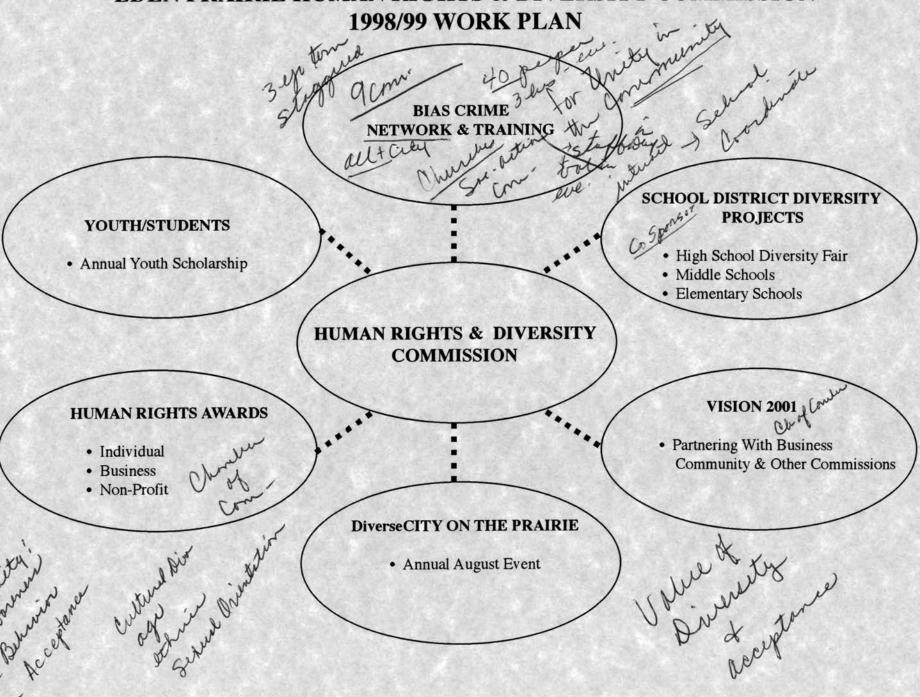
High turnover on Commission.

- Inactive.
  - Interest in better coordination.

Difficulty finding focus.

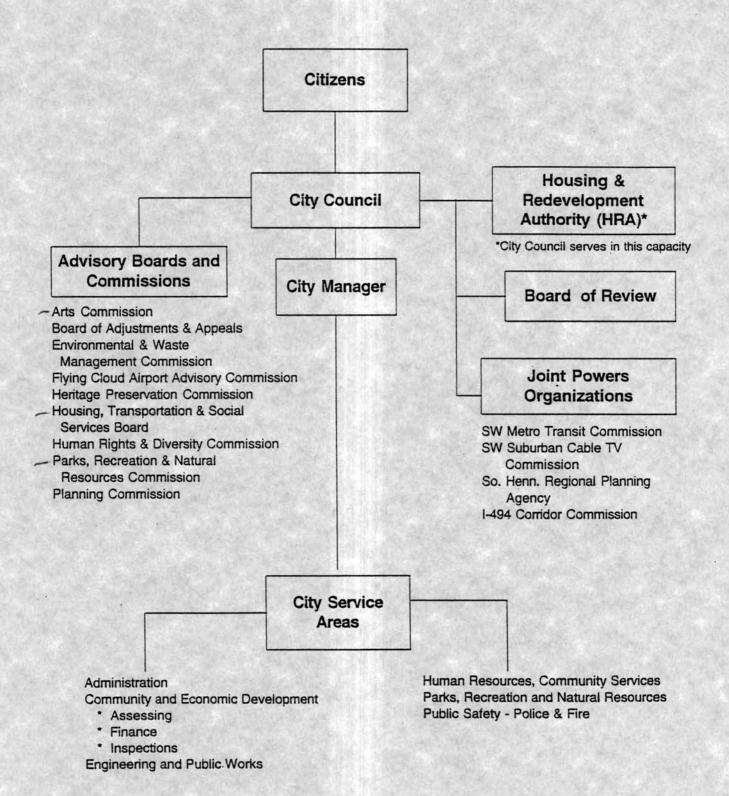
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EDEN PRAIRIE HUMAN RIGHTS & DIVERSITY COMMISSION



#### CITY OF EDEN PRAIRIE

#### ORGANIZATIONAL STRUCTURE



## head for the hills

## Star Tribune



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Related item

Boomers grapple with impending retirement

Published Tuesday, April 28, 1998

## Report predicts more gray, more diverse Minnesota in 2025

Conrad deFiebre / Star Tribune

Minnesota's **population** will grow more gray and more racially diverse in the next century, according to state projections.

Aging baby boomers, burgeoning minority communities and this century's slowest **population** growth will dominate Minnesota demographics in the first quarter of the 21st century, said a report issued Monday by Minnesota Planning, a state agency.

Some of those trends could signal eventual economic slowdowns. But first, the next decade or so should produce a "golden age of income" with historically high ratios of wage-earners to the economically dependent young and old, state demographer Tom Gillaspy said.

"From now to 2010, if you're going to get ahead, this is the time to do it," he said. "These are the fat times."

It's also the time for society to consider fully funding pension plans and shoring up Social Security and Medicare for the coming demographic shifts, Gillaspy said.

By 2025, more than half of Minnesotans will be older than 40 and, for the first time ever, people 65 and older will outnumber children under 15, according to the report by the agency's State Demographic Center.

Meanwhile, about one in six Minnesotans will be either black, Asian, American Indian or Hispanic. That's twice the state's current minority **population**, but still well below the nation's current one in four.

"We're moving in the direction to look more and more like the rest of the country," Gillaspy said.

That's partly because the rest of the country has been moving to Minnesota, attracted by a strong economy and the availability of jobs, Gillaspy said. The current migration of nearly 50,000 people a year surprised experts because for most of this century Minnesota drew few outsiders and ranked as one of the nation's most home-grown states, he added.

The unexpectedly strong migration also caused officials in 1993 to underestimate Minnesota's 1995 **population** by about 100,000, Gillaspy said.

### Racial diversity

Another factor in Minnesota's increasing racial diversity is higher birth rates among minority groups, the report said. Between 1995 and 2025, blacks and Asians in Minnesota are expected to double in number, while the number of Hispanics increases nearly 2½ times. The white **population** is projected to grow 8 percent.

In the early 1990s, minorities accounted for more than half of Minnesota's **population** growth. That rate is projected to rise to three-quarters between 2005 and 2015 and keep going up.

"After 2020, the white non-Hispanic **population** is projected to decline, and minorities will be responsible for all of the state's growth," the report said.

#### Growing population

Minnesota's total **population**, now estimated at 4.7 million, will top 5 million between 2005 and 2010, the report said. Strong growth has spread to the state's most remote corners, with nearly every rural county either growing faster or losing **population** more slowly than was forecast five years ago.

But slower growth -- one-eighth of the current rate is predicted between 2020 and 2025 -- will take hold as an aging **population** experiences fewer births and more deaths, the report added.

Minnesotans' median age -- the point at which half of the people are older and half are younger -- stood at 26.8 years in 1970 and 33.8 in 1995. In 2025, it will reach 41.3, it said.

Between now and 2010, Gillaspy said, Minnesotans should make hay as the state's number of economically dependent people -- those under 15 and over 64 -- declines in comparison with the number of those who are of working age. That ratio will drop to an all-time low of 45 dependents for every 100 workers in 2010, but then is expected to increase. It was 76-to-100 in the baby boom heyday of 1960 and 55-to-100 in 1995.

The dependent **population** is continuing to shrink because those turning 65 now were born in the 1930s, when the Great Depression drove down birth rates, Gillaspy said. Meanwhile, fewer children are being born to the "baby bust" generation of women now entering their prime child-bearing years.

Beginning in 2010, however, Minnesota's dependent population will shoot back up as baby boomers retire, reaching 58 percent in 2025, the report said.

The state's death rate also will rise, from a current 36,440 per year to 51,540 by 2025, it said. Meanwhile, the birth rate is projected to fall from 62,460 a year now to 58,940 in 2025.

The report also predicts a severe dropoff in migration to Minnesota in the next century -- to less than one-tenth the current rate by 2025. Gillaspy warned, however, that the forecast could be unreliable because migration depends heavily on Minnesota's economic strength relative to other places.

Related item

Boomers grapple with irnpending retirement



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## Northwest Hennepin



## **HUMAN SERVICES COUNCIL**

Planning, Research, and Coordination of Human Services

Regional Human Rights Coalition Meeting June 1st, 1999

Meeting Minutes

#### Attendees:

Claudia Fuglie (Robbinsdale), Marion Helland (Golden Valley), Hilmer Erickson (Golden Valley), Sherry O'Donnell (Robbinsdale), Jane Chambers (Brooklyn Center), Tess Moleski (Crystal), Ron Dody (Robbinsdale), James Einfeldt-Brown (Crystal), Winnie Kramer (New Hope), Ann Marie Shandly (Maple Grove), Lois Wendt (Crystal), Deb Comeau (Robbinsdale), Betty Larson (Brooklyn Park), Debra Hilstrom (Brooklyn Center), Mort Ryweck (League of MN Human Rights Commission), Deb Hill (NWHHSC), Danielle Ricciardi (NWHHSC) and Kathleen Roach (NWHHSC).

#### Welcome and Introductions: I.

Danielle Ricciardi (NWHHSC) facilitated the meeting. Everyone introduced him or herself and stated their favorite summer activity.

Role of NWHHSC and Purpose of Regional Human Rights Coalition

Danielle reviewed the role of Northwest Hennepin Human Services Council (NWHHSC), which is to facilitate and coordinate the regional meetings and resulting projects. NWHHSC is the research, planning and coordination agency for human services in northwest Hennepin County. The agency is funded by participating cities, the County and grants. Last Fall, it was suggested that a meeting be held with all area Human Rights Commissions to determine if there was an interest in working together regionally, sharing information and guest speakers, and working on a shared projects. Following several regional meetings, it was determined that there was value in meeting quarterly, and a workplan was created and approved by the group. NWHHSC provides staffing for coordinating and facilitating the regional efforts and meetings. The group determined that the effort should be called the Regional Human Rights Coalition.

#### Information sharing: II.

Each city took a couple minutes to describe past and present efforts.

#### Golden Valley:

Held the awards ceremony for the statewide essay contest. An article was handed out describing the event and the winners.

#### Crystal:

A volunteer completed a formal handbook for their commission including information about the commission, a planning calendar, and their hate bias response.

BROOKLYN	CENTER
BROOKLYN	PARK
CHAMPLIN	

- Currently filling their 10<sup>th</sup> and last position on their Commission.
- They are working on more specific education efforts for the year.

#### Robbinsdale:

- Working on updating their city ordinance.
- Four of their 10 Commissioners resigned within the last two months. They are currently working to recruit new members.
- They will be participating in Robbinsdale Whiz Bang Days the 2<sup>nd</sup> week in July.

#### New Hope:

- They have had some turnover in members recently. They will hold their first meeting with new members on June 7<sup>th</sup>.
- The Commission wants to address diversity issues in the school district.

#### Brooklyn Park:

- Working on a hate bias response.
- Participated in the Golden Valley essay contest.

#### Maple Grove:

- Does not currently have a Commission.
- Within the next week they will be discussing what to do about forming a Commission, or utilizing the regional coalition instead.

#### Brooklyn Center:

- Does not currently have a Commission, and sees the regional coalition as their best alternative
- Is actively working to recruit community representatives to serve on the regional coalition, and in the interim, is providing city staffing to attend and to coordinate the Speakers Subcommittee, and arrange for training/guest speakers.

## League of MN Human Rights Commissions- Mort Rywick:

- Their annual meeting will be held on September 25<sup>th</sup> at Deluxe Corporation in Shoreview.
- They will be holding a series of workshops about a variety of cultures. The first workshop is "Understanding Somali Culture and Islamic Values" and will be held on October 22, 1999 from 8:30 4:00 at Roosevelt High School. The target audience is educators and social service providers.
- Information was handed out about the League helping cities with their hate crime response.

#### III. Subcommittee Updates

Art and Essay Contest Subcommittee

Participants in this subcommittee are: Lois Wendt (Crystal), Denise Brunson (Crystal), Laurie Ann Moore (Crystal), Tess Moleski (Crystal), Gil Russell (Robbinsdale), Danielle Ricciardi (NWHHSC), and Deb Hill (NWHHSC).

The subcommittee met on May 11<sup>th</sup> and created a timeline. Currently, only members of the Crystal Commission are participating in the group. The group needs more members at the meetings or needs people who are willing to take on tasks throughout the year, for it to truly become a regional project.

The group discussed whether the essay and art contest was a duplication of Golden Valley's middle school essay contest which is being held again next year. It was determined it would not be a duplication if the regional contest targeted elementary schools. NWHHSC staff is working with Mary Welch, past coordinator for the Heritage Festival, to ensure that the event continues. The Heritage Festival is the logical place to hold a recognition ceremony, announcing the Art and Essay contest winners, as well as displaying entries received. The Heritage Festival is held in March.

The subcommittee will be meeting on June 22<sup>nd</sup>, 1999 at 5:30 to discuss the contest design. The location is to be determined. If you are interested in joining the subcommittee, please call either Danielle or Deb at 493-2802. We need more involvement from other cities!

Training/Speaker Subcommittee

As part of the quarterly Regional Human Rights Coalition meeting on June 1, the Speakers group met to discuss ideas for speakers at the September 7 and December meetings.

The group expressed interest in having a speaker who represents the schools. There are many districts represented in the group, it was agreed that perhaps District 281 would be a good district, although many of them have diversity coordinators. Jane will make contact at the districts and search for a person to discuss area wide diversity issues. The group suggested Mary Sam, who produced a cultural diversity video about teenager's feelings on race (Daring to be Different). The video was funded by NWHHSC, and Mary Sam received an Invest Northwest award for her work. Another potential speaker mentioned was Jackie Fredrick, a diversity coordinator (504-8063).

Another idea presented was to have members of ethnic groups represented in the area speak to the group. Names suggested included Ilene Her, a representative of Asian community issues, Julio Allmania (spelling?), Vivian Jenkins Nelson, Lorreen Kant, connected to the Humphrey Institute.

Another suggestion was to have representatives from the Minneapolis League of Women Voters. This group is working with a Saint Paul group to study immigration issues and integration. They have developed a list of speakers as part of the study. Catholic

Charities and Lutheran Social Services were also mentioned as groups that could discuss diversity issues. Lurline Baker-Kent was just appointed to judicial committee and could speak to issues as well.

Jane will contact speakers and see who can speak at the September meeting, then report back to group at September meeting on possible Speakers for December. If you would like to provide input or suggestions, please call Jane Chambers, Assistant City Manager, City of Brooklyn Center (569-3303).

III. Guest Speaker: Bonnie Lukes, North Hennepin Mediation Program, Inc.

Bonnie Lukes, Executive Director of the North Hennepin Mediation Program, was asked to speak to the coalition about human rights and the role of mediation. Bonnie began defining mediation as "a process whereby 2 or more people with a problem meet with a neutral party to help solve the problem". She emphasized the importance of having a neutral party involved, as the mediator must not have a stake in the problem and must not know the people.

North Hennepin Mediation Program has 42 volunteer mediators. The mediators have 40 hours of training. The program is one of only six state certified programs. The agency does not charge fees for its services. They are funded through a variety of grants.

Bonnie also commented that a human rights trend they are seeing is an increase in hate crimes in local high schools. On the other hand, she mentioned that oftentimes what appears to be a racially based incident, can be found to actually be a problem in communication. Thus, the role of mediation can be increasingly important, as the first (and ideally last) step in resolving conflict between people.

V. Closing Remarks:

The next regional meeting will be held on: September 7<sup>th</sup>, 1999 7:00 – 9:00 PM

Reminder: We are seeking involvement from other cities (besides Crystal) on the planning team (and/or task assistance) for the Art and Essay contest subcommittee. Please give this some serious thought, as we need more representation on this group effort. If you are willing to help in any capacity, please contact Danielle Ricciardi or Deb Hill at NWHHSC (493-2802).

All future meetings will be held at the Crystal Community Center.



# Art and Essay Contest Subcommittee Meeting Reminder REGIONAL HUMAN RIGHTS COALITION

June 22, 1999 5:30 – 7:00

Perkins in Crystal (533-1313)
West Broadway and Bass Lake Road

A light dinner will be provided.

The meeting will focus on creating the contest format.

Please RSVP to Deb at 493-2802

### \*\*HELP\*\*

We need your cities represented on this Committee.
Crystal is currently the only city represented. Please consider joining this committee.

If you have any questions please call Danielle Ricciardi or Deb Hill at NW Hennepin Human Services Council (493-2802)

#### 2nd Regional Human Rights Commission Meeting January 28, 1999

#### Meeting Minutes

#### Attendees:

Claudia Fuglie (Robbinsdale), Marion Helland (Golden Valley), Laurie Ahrens (Plymouth), Jackie Fraedrich (Plymouth), Hilmer Erickson (Golden Valley), Sherry O'Donnell (Robbinsdale), Deborah Cowen (Robbinsdale), Kay Lasman (Brooklyn Center), Jane Chambers (Brooklyn Center), Tess Moleski (Crystal), Ron Dody (Robbinsdale), Patricia Izek (Plymouth), James Einfeldt-Brown (Crystal), Kathy Lueckert (Plymouth), Angela Teegarden, Deb Hill (NWHHSC), Danielle Ricciardi (NWHHSC) and Kathleen Roach (NWHHSC).

#### I. Welcome and Introductions:

Danielle Ricciardi (NWHHSC) facilitated the meeting and the group did introductions.

#### II. Recap of First Meeting:

The purpose of the first meeting/dialogue was to assess whether there was interest and commitment in a regional Human Rights effort. Given that this was the case, it was decided that we would meet quarterly.

The seven areas of interest identified at the first meeting were reviewed. These areas are: information/resource sharing; joint meetings/joint problem identification; joint work with school districts; regional education efforts; shared training; on-going annual events; and development of common policies.

#### III. Work Plan

A mini-session was held in January to determine the process of getting work done. This group decided that a steering committee would be the most effective way to get things done. After recapping the first meeting, Danielle Ricciardi asked whether the group wanted to work on something that is already being done or work on something that the groups would not be able to do on their own.

Six main ideas for a work plan were discussed. They were:

#### 1. Essay/Art contest

The group discussed participating in a human rights essay contest (currently sponsored by the League of MN Human Rights Commission) or creating an art contest that included essays, posters, and poems. The annual Heritage Festival could be used as a final event celebrating the art contest. There was not consensus for working on this project.

## 2. Heritage Festival (year 2000): Regional booth/participation and awards for essay/art contests.

The group discussed participating in the year 2000 Heritage Festival. The

event could be used as the final celebration for the essay/art contest. Information about the Regional Human Rights Commission could also be displayed at a booth.

#### 3. Ideas from MN League of Human Rights Commissions.

Mort Rywick from the League of MN Human Rights Commission called Danielle prior to the meeting to suggest some possible projects. These are: disability awareness seminar; regional seminars on Laotian, Asian, and Black Minnesotans (the school district could host this); hate crimes and educational seminar/forum; and race relations. The group did not discuss these ideas.

#### 4. Information/Resource sharing

One member stated that she sees the group as an educational basis to bring back to their own cities not as an event group. Jane Chambers commented that not every city has an active commission so the regional group is the outlet for events on a regional basis. She stated that this group is a compliment to what other cities are doing and can cover more territory.

#### 5. Human Rights Education

One member raised a concern about the group becoming only an event group. She felt the group should address the serious issues in the community by raising awareness and providing education training for the community.

#### 6. Guest Speakers

The group discussed a "rotating speakers" plan. Each month one city would be responsible for coordinating a speaker for the group about Human Rights in the suburbs. The responsibility for the speaker would rotate between the cities.

The group decided to invite Dick Little to the next meeting. He discusses inequities in housing, employment, and education. He can help the group create a work plan. FYI: he will be speaking at Crystal City Hall on February 22 at 7:00 pm.

It was suggested that everyone attend the Heritage Festival this year. The group determined it was up to each city to decide whether or not they wanted to attend.

While there was a lot of good ideas and discussion, the group could not reach consensus on creating a work plan. It was decided a small planning group would meet to generate a work plan to bring back to the larger group. The meeting will be on Friday, February 19, 1999 from 10:00 am until 12:00 pm at the Northwest Hennepin Human Services Council office (7601 Kentucky Blvd, Brooklyn Park). This small planning group will try to incorporate the ideas listed above into a work plan. They will present this plan to the larger group on March 23, 1999.

### IV. Closing Remarks:

It is hoped that at the next meeting the group can reach consensus on formulating a regional workplan and create subcommittees to accomplish the tasks.

The next meeting is scheduled for Tuesday, March 23, 1999 from 7:00 – 9:00 pm.

#### Regional Human Rights Commission Meeting March 23, 1999

#### Meeting Minutes

#### Attendees:

Claudia Fuglie (Robbinsdale), Marion Helland (Golden Valley), Laurie Ahrens (Plymouth), Hilmer Erickson (Golden Valley), Sherry O'Donnell (Robbinsdale), Jane Chambers (Brooklyn Center), Tess Moleski (Crystal), Ron Dody (Robbinsdale), James Einfeldt-Brown (Crystal), Winnie Kramer (New Hope), Emeric Pratt (Crystal), Giles Kubilka (Golden Valley), Laurie Ann Moore (Crystal), Ann Marie Shandly (Maple Grove), Lois Wendt (Crystal), Helaine Freeman (Robbinsdale), Denise Brunson (Crystal), Gary Joselyn (Crystal), Angie Nalezny (Crystal), Pere Meintsma (Crystal), Gil Russel (Robbinsdale), Diane Bolteer (Crystal), Deb Hill (NWHHSC), Danielle Ricciardi (NWHHSC) and Kathleen Roach (NWHHSC).

#### I. Welcome and Introductions:

Danielle Ricciardi (NWHHSC) facilitated the meeting. Everyone introduced him or herself and stated why they had joined the Human Rights Commission.

#### II. Information sharing:

The group had decided at the last meeting that information sharing should be a part of each regional meeting. Each city took a couple minutes to describe past and present efforts.

#### Plymouth:

- Essay contest
- · Plymouth held their fourth annual Human Rights Award.
- Created a human rights manual of bi-laws and their work plan.
- Sponsoring a student workshop in April. The event is for 100 high school students. There will be speakers from District 202 and a Gay, Bisexual, Lesbian support group. There will also be a small group discussion.
- Created a calendar of dates to be avoided for meetings (such as Passover).
- The Commission is putting together 3-5 questions for a citizen survey.

#### Golden Valley:

- Published a list of their accomplishments in 1998.
- Held an essay contest across the state. The awards will be given out in April.
- They will be having their first Human Rights Award in the fall.

#### Crystal:

- Developing a manual for commission members.
- Participated in the Heritage Festival. They created a survey for those who attended the Festival asking them what they felt were issues in the area.
- Sponsoring community circles throughout the month of April.

• They are working to recruit more commissioners

#### Robbinsdale:

- Spending a lot of time to change the city code so that they are able to change rules and procedures.
- · Working on a hate bias response process.
- To increase their visibility in the community they have adopted a park that
  they clean every year and they have a float at the yearly Whiz Bang Days
  parade.

#### III. Work Plan

Danielle reviewed the last two meetings and the planning meeting. A lot of good ideas were generated at the first two meetings. These ideas were used to develop the work plan.

Tess Moleski from Crystal presented the proposed meeting format and work plan. Each meeting will consist of:

•	Introductions/group cohesiveness exercise	30 minutes
•	Information sharing	30 minutes
•	Speaker	30 minutes
•	Subcommittees meet	30 minutes

Two subcommittees will be formed to carry out the workplan between the regional meetings.

- Art and Essay Contest/2000 Heritage Festival subcommittee
- Training/Speaker subcommittee

The group discussed the work plan and agreed to the proposal.

#### IV. Subcommittees

#### Art and essay contest subcommittee

Participants in this subcommittee were: Gil Russell, Diane Bolter, Lois Wendt, Denise Brunson, Laurie Ann Moore, Tess Moleski, Danielle Ricciardi, and Deb Hill.

The group decided that the contest should target high school students as well as grade school students. They also decided that the contest should include art, essays, and media.

The group discussed briefly what the contest should look like, how to connect with the Heritage Festival, and how to spread the information.

They decided further discussion was needed so they will be meeting on May 11<sup>th</sup>, 1999 from 5:30 – 7:00 pm at the NW Hennepin Human Services Council office.

#### Training/Speaker subcommittee

Participants in this subcommittee were: Jane Chambers, Sherry O'Donnell, Ann Marie

Shandley, Helaine Freeman, James Einfeldt-Brown, Ron Dody, Emeor Phett, Marion Helland, and Lori Ahrens.

The group discussed speaker ideas. The concepts of having a panel format and idea exchange, debate format with elected officials were both discussed. The three people requested to speak were: Bonnie Lukes, the executive Director from North Hennepin Mediation Program; Joaquin Rojas, a state human rights commissioner; and Mort Rywick, a human rights activist/representative.

The group agreed that the first attempt for the speaker should be Ms. Lukes as she is highly respected and can give a good presentation on her perspectives on diversity and other issues facing the Northwest region.

The group wanted to have the State commissioner discuss what commissioners can do to help statewide and wanted Mr. Rywick to discuss what steps commissioners can take to improve recruitment on human rights commissions.

The group also discussed having students speak from their perspectives about relationships and diversity within the schools. It was agreed that would be an interesting idea and should be pursued.

Bonnie Lukes has been scheduled for the June 1st meeting.

#### V. Closing Remarks:

The regional meetings will be held quarterly on the first Tuesday of the month. These dates are:

June 1 <sup>st</sup> , 1999	7:00 – 9:00 PM
September 7 <sup>th</sup> , 1999	7:00 - 9:00 PM
December 7 <sup>th</sup> , 1999	7:00 - 9:00 PM

All meetings will be held at the Crystal Community Center rooms A and B. Note the change from the previous meeting space; the community center has better accessibility. Directions are attached.

# Winners named in state essay contest

Staff Report Sun Newspapers

What can you do if the following situation occurs? A family "different" from your family moves into a home on your street. Family members or neighbors make negative comments about this new family because of its "differences." (Refer to the Universal Declaration of Human Rights and the Bill of Rights).

Middle school and junior high school students throughout Minnesota submitted essays on that topic for the annual League of Minnesota Human Rights Commissions contest.

Winners were announced April 21 during award ceremonies at Golden Valley City Hall.

Isak Tranvik, a sixth-grader who lives in Robbinsdale and attends Sandburg Middle School in Golden Valley, won the \$500 first-place award. South St. Paul High School. She won \$350. Third place went to Kim Nguyen, an eighth-grader at North Junior High in St. Cloud, who received \$200.

The second-place winner was

Abby Peterson, a seventh-grader at

All three award winners read their es-

says during the ceremony.

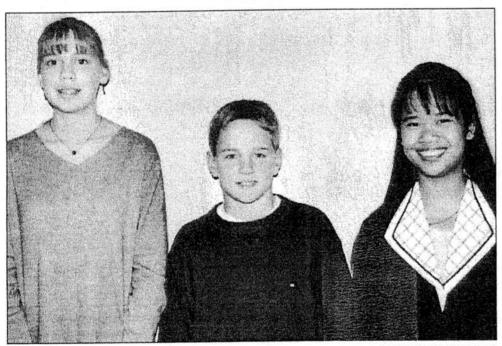
Isak's said in part: "If there is a time when the Universal Declaration of Human Rights is most needed, I'd say

that time is now. The world is in a rut right now, but that is better than a hole. The Earth is becoming more violent, more judgmental, and is seeing what's on the outside, not what's on the inside ... I believe that you should live life the best you can. A good way to do this is to follow the Universal Declaration of Human Rights. Try to keep the first article in your mind always, 'All human beings are born free and equal in dignity and rights. They are endowed with reason and conscience and should act towards one another in a spirit of brother-

hood."

Nine cities submitted entries in the state contest. Award winners from those cities were: Amy Markert, Brooklyn Park; Jennifer Craig, Eden Prairie; Libby Zorn, Northfield; Charlie Socha, Roseville; Laura Stoneburner, Paynesville; and Jordan Turgeon, Plymouth.

In addition to Isak Tranvik, local winners in the Golden Valley Human Rights Commission contest were Evon Inyang, Sandburg; Danna Culhane, Technology and Learning Campus; and Peter Empanger, Sandburg; and Jessica Nolan, Sandburg.



Sue Webber/Sun Newspapers

Winners in the League of Minnesota Human Rights Commissions essay contest are: (from left) Abby Peterson, South St. Paul High School, second place: Isak Tranvik, Sandburg Middle School in Golden Valley, first place; and Kim Nguyen, North Junior High in St. Cloud, third place.

## **HUMAN RIGHTS ESSAY CELEBRATION**

The statewide essay contest project for middle school students culminated in a community meeting designed to bring together a variety of groups to witness a proactive human rights event. This celebration, held Wednesday, April 21, 1999 from 4:00 - 5:30 pm, combined the Golden Valley local contest participants and the League of Minnesota Human Rights Commission statewide award winners.

Invited to attend were parents and teachers of essay writers, Golden Valley City Council members, Golden Valley Human Rights Commissioners, League of Minnesota Human Rights Directors, School District #281 School Board members, students and their parents, teachers and principals, and Leigh Emick Horner from the West Group that provided grant money. More than 100 people attended — a standing room only crowd in the Council Chambers of Golden Valley City Hall, Golden Valley, Minnesota. Copy of program is attached.

State prizes awarded:

First place — Isak Tranvik, Golden Valley	\$500
Second place — Abby Peterson, South St. Paul	\$350
Third place — Kim Nguyen, St. Cloud	\$200

Nine cities sent essays: Brooklyn Park, Eden Prairie, Golden Valley, Northfield, Paynesville, Plymouth, Roseville, St. Cloud, and South St. Paul.

The program was videotaped for cable broadcast and Sue Webber, editor of the Sun Post attended the entire program. She took a number of pictures, including one of Isak Tranvik with four of his former teachers.

The student essay readers were inspirational and the speakers were laudatory—creating an upbeat and hopeful atmosphere in the wake of human rights violations from Colorado to Kosovo.

Unfinished business includes delivering the award plaques to students from all of the above cities except Golden Valley, St. Cloud and South St. Paul and writing a thank-you letter to West Publishing Group.

Suggestions for next time:

- 1. Provide teachers with a name and address form to attach to each essay.
- 2. Notify schools in late August or early September.
- 3. Decide on deadlines to accommodate local practices. Example: Winona has had essay contests for 9 years and give their awards on Dr. King's Day. They suggested we survey all Commissions for this information.
- 4. Continue using Minnesota Basic Writing Standards criteria for judging.

Marion Helland

Human Rights Essay Celebration

Wednesday, April 21, 1999

4 - 5:30 pm

Golden Valley City Hall

Golden Valley, Minnesota

## Program

Welcome Mayor Mary Anderson, City of Solden Valley

Opening Commentary
Tom Bolin, Superintendent, Robbinsdale Area Schools

Introduction Hilmer Erickson, Chair, Solden Valley Human Rights Commission

Presentation of Local Awards
Sondra Kelly, Solden Valley Human Rights Commission

## Essay Readings

Evon Inyang, Sandburg Middle School
Danna Culhane, Technology & Language Campus
Peter Empanger, Sandburg Middle School
Jessica Nolan, Sandburg Middle School

Observations

Jacqueline Fraedrich, Lead Associate for Student Services, Robbinsdale Area Schools

Presentation of State Awards
Marion Helland, League of Minnesota Human Rights Commissions

## Essay Readings

Isak Tranvik, Golden Valley Abby Peterson, South St Paul Kim Nguyen, St Cloud

Closing Remarks

Principal George Lillquist, Technology & Language Camput Principal Tom Henderlite, Samdburg Middle School

A sincere thank you to the West Publishing Group for the State prizes and the City of Golden Valley for the local prizes. Appreciation also goes to the League of Minnesota Human Rights Commissions for organizing this event.

# 1998 Annual Report

# Golden Valley Human Rights Commission



NO PLACE FOR PREJUDICE

City of Golden Valley 7800 Golden Valley Road Golden Valley MN 55427-4588 612-593-8000

## Golden Valley Human Rights Commission 1998 Annual Report

## **EXECUTIVE SUMMARY**

The Golden Valley Human Rights Commission was collectively and individually involved in many human rights activities during 1998. The activities included maintaining relationships with other commissions and community groups, organizing a Bias/Hate Crimes Response Network, writing letters, planning awards, participating in school issues, attending human rights seminars and seeking information from speakers at Commission meetings.

### **MISSION**

Since 1965 the mission of the Golden Valley Human Rights Commission has been to recognize and provide equal opportunity and fair treatment to all residents and to assure them full and equal participation in community affairs.

Working to eliminate discriminatory practices in employment, education, housing, public services and public accommodations, the Human Rights Commission aids Golden Valley citizens by:

· mediating complaints of unfair and unequal treatment

• conducting educational programs designed to reduce discrimination and prejudice in the community

 encouraging development of human services that will help meet the needs of citizens living and working in the community.

The Commission is dedicated to ensuring that all citizens of Golden Valley have equal opportunity and rights as defined by the Minnesota Human Rights Act, Chapter 363 of the State Statutes. This Act makes it illegal to discriminate in the areas of:

- Employment
- Housing
- Public Accommodations
- Public Service
  - vice
- Education
- Aiding and Abetting
- Credit
- Reprisal

Business

The Minnesota Human Rights Act makes it illegal to discriminate against a person because of:

- Race
- Color
- Creed
- Religion
- National Origin
- Gender
- Marital Status
- Disability
- Public Assistance
- Age
- Sexual Orientation
- Familial Status
- Local Human Rights Commission Activity

# **GOALS**

# 1. BIAS/HATE CRIME RESPONSE

• Establish a local response to address bias/hate crimes and join with the League of Minnesota Human Rights Commissions in establishing a mechanism to counter hate and bias crimes.

Provide support to victims of such crimes and to the community.

# 2. BLACK HISTORY

Bring people of varying cultural and ethnic backgrounds together to share, preserve, and celebrate their uniqueness. Its mission is to develop and sponsor activities that:

· promote racial and social understanding;

• raise the consciousness about the rich cultural heritage of Americans;

 improve the understanding and appreciation of black culture and contributions:

 modify the negative image of suburban isolation and lack of concern for racial understanding;

• educate in an entertaining way;

 establish a successful model for businesses, schools, government, communities of faith, organizations, and the community at large to work together.

### 3. COMMUNITY EDUCATION

• To disseminate information regarding the Human Rights Commission, its goals, objectives and policies in order to familiarize the citizens of Golden Valley with the Commission.

 To educate and inform the citizens of Golden Valley relative to human rights, cultural diversity and discrimination by developing and distributing the HRC brochure, video and other materials.

# 4. DISCRIMINATION

 To respond to people who believe they may have been discriminated against.

• To identify situations in the community where possible discrimination may exist and to reduce or eliminate the discrimination.

# 5. HOUSING

To encourage and promote the Golden Valley Housing Policy.

# 6. SCHOOL EDUCATION

To serve as a catalyst for a better understanding and appreciation of the various cultures, their histories and contributions to society by providing educational materials.

# ACCOMPLISHMENTS

1. Bias/Hate Crimes Response Network

Advertised for individuals/organizations to be a part of the network.

· Wrote a letter commending the community of Mazeppa for their efforts to counteract the cross burning in their town.

Met with numerous individuals regarding the fracus at a basketball

game involving a Golden Valley traveling team.

• Met with members of the Minnesota Youth Athletic Services to share information and plan for workshops on good sportsmanship.

Local churches were contacted to join the network.

2. Black History

- · Commissioners served as greeters at the February "Share the Dream" event.
- Listened to Mayor Mary Anderson address the current situation regarding the Black History Committee.

· Listened to Freida Brown, Cora Minehart and Ardys Wiley speak

3. Community Education

Began planning for the Human Rights Award.

· Diversity posters were purchased for distribution.

• The Commission had a display table at the Golden Valley Open House.

4. Discrimination

• Wrote letters to KQRS FM deploring the anti-Hmong comments of Tom Barnard on their morning show.

· Wrote letters to the sponsors who withdrew their advertising from KQRS FM commending them for their action.

· Wrote letters to editorial writers who commented on the KQRS issue.

5. Housing

· Listened to Mark Grimes speak on the subject.

 One Commissioner attended the Golden Valley Housing Task Force meeting.

6. School Education

- Initiated Human Rights Essay contest in the Middle Schools of District
- Wrote letters to 64 media supporting the Diversity Rule. A request came from the St. Paul Pioneer Press for an editorial on the subject. It was written, submitted and published.

• Survey sent to principals of District 281 schools asking for feedback regarding multicultural information packets sent to them.

• One Commissioner planned a diversity workshop for Hosterman Middle School teachers.

# 7. Relationship with other commissions and community organizations

The Commission continued a partnership with:

The League of Minnesota Human Rights Commissions Black History Committee Regional Human Rights Commission Human Services Foundation

# 8. General Commission Business

- · An Orientation Manual for new members was created and distributed.
- Invitations sent to Cooper and Armstrong principals requesting suggestions of students to participate in the Commission.
- Honored Carol Doten who retired from the Commission after many years of consistent service.
- A library of Commission information was organized.

# COMMUNITY INVOLVEMENT

Members of the Commission have individually and as representatives of the Commission contributed their time and energies to human rights activities. Following is a list of some of these efforts:

- One Commissioner attended the League of Minnesota Human Rights Commission's Annual conference in September. The conference celebrated the 50th anniversary of the Universal Declaration of Human Rights.
- Three Commissioners attended the State Department of Human Rights' Annual Conference.
- One Commissioner attended two meetings of CAAR (Community Action Against Racism) to learn more about the Hmong perspective regarding KQRS broadcasts.
- Four Commissioners attended meetings of Black History Committee.
- Two Commissioners attended a conference on affordable housing.
- One Commissioner attended a League of Women Voters informational meeting about housing.
- One Commissioner testified in favor of the proposed Education Diversity Rule at a public hearing in St. Paul.
- The Commission organized a display table at the Heritage Festival in Brooklyn Park.
- One Commissioner attended all monthly meetings of the League of Minnesota Human Rights Commissions.
- · One Commissioner attended the "Safe Schools Seminar."

- One Commissioner served on the Teachers of Color program of District 281.
- One Commissioner attended the "Hate Crimes Summit" sponsored by the Attorney General's Office.
- One Commissioner attended a two-day workshop "Undoing Racism."
   Speakers were from New Orleans, the White Earth Reservation and New York City.
- One Commissioner attended a seminar "Professional Development for Success in a Culturally Diverse World."
- One Commissioner attended two meetings of the State of Minnesota Cultural Dynamics Education Project.
- A Commissioner reported on the diversity initiatives implemented by the Deluxe Check Corporation.
- One Commissioner volunteered as an attorney at Chrysalis A Center for Women.
- One Commissioner volunteered at the Law Clinic at the Minneapolis Urban League.

# **COMMISSION MEMBERS**

The Commission is comprised of twelve members appointed to three-year terms by the City Council.

# Members as of December 31, 1998:

. Hilmer Erickson, Chair

. Diana Chamblee

. Ruth Heaner, Treasurer

. Marion Helland, Vice Chair

. Sondra Kelly

. Giles Kobilka

. Jill LeBow

. Barbara Myers -

. Jerry Rosenzweig

. Bruce Royce

. Sharon Tolbert-Glover

. Ruthie Wuollet

. Janell Hill, Student Representative

# Members who resigned during 1998:

. Stacy McClendon

### Staff

The work of the Commission is assisted by the following Golden Valley staff:

Don Taylor, Finance Director — Liaison to Commission Eve Lamaistro and Tammi Hall — Recording Secretary Judy Nally — Photocopying/Mailing Judy Smith, Public Safety — Secretarial Assistance

# THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

4221 Lake Road, Robbinsdale, MN 55422 Telephone (612) 535-1051

Board of Directors:

Larry Nicholson, President, Moorhead Sonja Dunnwald Peterson, Shoreview James Einfeldt-Brown, Crystal Diane Bolter, Crystal Richard Colond, Isanti County Marion Helland, Golden Valley Eileen Hyland, Coon Rapids Bonnie Klitzke, St. Cloud Gloria Winans, Eden Prairie Anne LaLonde Laux, Minneapolis John Kaufhold, New Brighton Ronald Linde, Northfield Sherry Maddox, Brooklyn Center Thelma McKenzie, Roseville Bonnie Baumel, Isanti County Judith Moore, St. Louis Park Trudy Hochradel, South St. Paul Sushila Shah, Arden Hills Estrella Urbi, South St. Paul Curt Iverson, New Ulm Connie McDonald, Richfield

Jon Davenport, Willmar

Member Commissions: Albert Lea Arden Hills Austin Bloomington Brooklyn Center Brooklyn Park Columbia Heights Coon Rapids Cottage Grove Crow Wing County Crystal Duluth Eden Prairie Edina Fairmount Falcon Heights Fergus Falls Fridley Golden Valley Hibbing Hopkins Isanti County Jackson Lake Elmo Mankato Maplewood Marshall Minneapolis Moorhead New Brighton New Hope New Ulm Nobles County Northfield North St. Paul Oakdale Orono Paynesville Plymouth Red Wing Richfield Robbinsdale Rochester Roseville St. Cloud St. Louis Park St. Paul St. Peter Shoreview South St. Paul Stillwater Waseca

White Bear Lake Willmar Winona

and others in formation

olter, Crystal Colond, Isanti County Helland, Golden Valley

To: Human Rights Commissions and League Board Members

From: Larry Nicholson - President Mort Ryweck - Hate Crimes Response and Prevention Network Coordinator

We have had a spectacular response to the recent survey mailing we did to community leaders across the state, to participate in regional and/or local training sessions to improve their capabilities in coming to the aid of hate crimes victims.

May 27, 1999

Slightly adapted variations of the enclosed letter and survey form to Police Chiefs and Sheriffs were also sent in late April to School Superintendents and Principals, Mayors, and Non-Profit agencies and organizations throughout the state. To date, more than six hundred responses have been received, most of them indicating an interest in working with a local Hate Crimes Response and Prevention Network, and expressing interest in a regional or local training session.

We are enclosing responses from your community. We are acknowledging and also apprising them that if a local response network and/or Human Rights Commission exists in their community, and a local or regional training session is organized, we (or you) will notify them as soon as dates and locations are firmed up.

So we have a lot of challenges before us if we are to seize this unprecedented opportunity. Here are some of the things we can do together to maximize the impact of this project:

1. Consider hosting late this summer or early fall a regional (or local, if your community is large enough), training session on Understanding, Reporting, Countering and Preventing Hate Crimes. This 2-3 hour introductory basic training session can be held for the entire community, or, if you already have established a Hate Crimes Response Network as part of your plan, for members of the Network, your Human Rights Commission, law enforcement, and those who have responded to our survey from your city, county or regional area.

Another approach is to involve your law enforcement agencies in hosting a regional training session for themselves, and their colleagues within a 50 - 100 mile radius.

- 2.) 2. We of course have many expert speakers on Hate Crimes throughout the state, and several excellent 15-20 minute video tapes, as well as other pertinent informational resources we can distribute to each participant. So we can pitch in, working closely with you, to make your local or regional training session a high quality event.
  - 3. Many survey respondents have also expressed a preference for diversity training, or a joint session going beyond the hate crimes issue. If this is the case for your community, please let us know if you have any outstanding diversity trainers in your area who can help us in different parts of the state.
  - 4. If perchance your commission has not yet developed a Hate Crimes Response and Prevention Plan, we are enclosing several sample plans that can be helpful to you as you remedy this situation. Now is the time to move ahead, to join the other 34 Commissions around the state who already have such plans in effect.
  - 5. If your existing plan does not have an extensive helping network of relevant community organizations, now is the time to develop such a Network, and invite them to a subsequent training session. Members of the Hate Crimes Response and Prevention Network can also be helpful to your Commission in other forms of community programming, as you will already have secured their confidence and trust.
  - 6. Members of your Response Network should be convened at least once a year, to report to them on the general work of your Commission, to obtain their input, and to provide them with some human rights education and training. They, of course, should also be on your regular mailing list, to keep abreast of your activities.
  - 7. Please send us the <u>current copy</u> of your Hate Crimes Response and Prevention Plan, as we know that some Commissions have updated them to reflect their experiences.
    - As we receive inquiries from new and existing Commissions developing their own plans, yours can be a guide and instructive to them.
  - 8. Thank you for your invaluable cooperation and assistance in following up with survey respondents who have requested our help. If you cannot arrange for a local or regional training session by this fall, we will be following through with the hundreds of respondents who have sought our help, to schedule events through the entire year 2000.

But as a beginning, to service those who have sought our early help, we would like to arrange at least 6-7 regional (and some local) meetings around the state this summer and early fall. May we hear from you, with your interest, input, suggestions, and any questions you may have on any of the above?

Mort Ryweck can be reached directly at 612-376-0525, 1225 LaSalle Avenue, Minneapolis, MN. 55403.

Have a wonderful summer.

Encls.

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### Member Commissions:

Albert Lea Arden Hills Austin Bloomington **Brooklyn Center** Brooklyn Park Columbia Heights Coon Rapids Cottage Grove Crow Wing County Crystal Duluth Eden Prairie Edina Fairmoun Falcon Heights Fergus Falls Fridley Golden Valley Hibbing Hopkins Isanti County Jackson Lake Elmo Mankato Maplewood Marshall Minncapolis Moorhcad **New Brighton** New Hope New Ulm Nobles County Northfield North St. Paul Oakdale Orono Paynesville

Plymouth Red Wing Richfield Robbinsdalo Rochester Roseville St. Cloud St. Louis Park St. Paul St. Peter Shoreview South St. Paul Stillwater Wascca White Bear Lake Willman Winona

and others in formation

April 20, 1999

To: Minnesota's Police Chiefs & Sheriffs

From: Larry Nicholson, President

Mort Ryweck—Coordinator of the League's Statewide Hate Crimes Response & Prevention Network

As you can see from the enclosed brief questionnaire, we are surveying Police Chiefs and Sheriffs throughout the state to determine the frequency of hate crimes reported in the area you serve.

We are also inviting your participation in regional training sessions to be held this fall and throughout 2,000, to enable law enforcement to be even better equipped to respond to hate crimes.

A slightly adapted survey form is also being sent to mayors, school superintendents and principals, non-profit agencies and clergy, to obtain their input and expertise as well. We look forward to hearing from you and having your key staff participate in one of our forthcoming regional sessions.

encls.

# THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

Survey Questionnaire for Police Chiefs and Sheriffs on Hate Crimes.

Na	ame of person completing form				
	ty State Zip				
Ac	ldress				
Na	me of your Department				
	Thank you for your input and cooperation. Please return this survey form to the LMHRC, c/o Mort Ryweck, 1225 LaSalle Ave, Minneapolis MN 55403				
9.	Do you have any suggestions or ideas for dealing with hate crimes, by your department by the community				
	Yes No Diversity Training, Yes No Locally Regionally (Please indicate if there is a preference)				
8.	Would your department be interested in participating in a training program for your officers to better understand and respond to hate crimes?				
	Yes No				
7.	Do you feel that dealing with hate crimes is a facet of community oriented policing?				
	Yes No				
6.	If not, and if one were organized, would your department cooperate with it?				
	Yes No				
5.	Is there a formal Hate Crimes Response and Prevention Network in your community?				
	Yes No				
4.	Is there a local Human Rights Commission in your community?				
	Yes No				
3.	Do you work with any local group(s) in responding to hate crimes?				
	Yes No Diversity Training, Yes No If yes, how frequently? and when was the last time				
2.	Do you have any training for your officers in understanding, reporting and responding to hate crimes?				
	(A hate crime is defined as a criminal act committed against a person, institution or property because of the victim's race, color, religion, gender, sexual orientation, age, disability or national origin.)				
	Yes No				
1.	Has your department recorded any hate crimes in the past 3 years?				



A Newsletter Published by the U.S. Attorney's Office

Issue No. 14 Summer 1998



# The League of Minnesota Human Rights Commissions

The League has developed a statewide Hate Crimes Response Network to aid victims of hate crimes and help establish respect among community groups.

If your group would like to organize a hate-crime response system, the League reminds you that:

- 1. Each community should have one or two people heading up the hate-crime response committee.
- 2. The committee should include at least one person from each neighborhood.
- 3. The committee should work through the local Human Rights Commission.
- 4. The committee should meet with the police department to establish a cooperative relationship.
- 5. The committee should promptly get in touch with victims of hate crimes.
- 6. The committee should discuss with victims how the committee might be of assistance.
- 7. The committee should follow up with victims and police.
- 8. After you have formed your local hate-crime response committee, call Mort Ryweck, the League's State Project Coordinator, at (612) 376-0525 or 535-1051, to set up member training.

Most communities, fortunately, will not experience many hate crimes. Nevertheless, communities must be prepared, and The League of Minnesota Human Rights Commissions can help.



416 South State New Ulm, Minnesota 56073 March 10, 1999

Mort Ryweck Apartment. 303 1225 Lasalle Avenue Minneapolis, Minnesota 55403

Dear Mr. Ryweck:

The New Ulm Human Rights Commission valued your time and advice concerning Bias/ Hate Crime Response Network Partners. We have followed what you said and are sending you a progress report of our Partners.

Please find enclosed the policy as adopted by the New Ulm City Council, a list of the professionals who had committed themselves to this work, and other forms to help us through a terrible time like this would be.

We hope that you find these procedures appropriate and we would welcome any further advice you may wish to offer. We as a Commission and a city feel that it is important to be proactive with something as evil as this, and we are very grateful for your guidance.

Sincerely yours.

Ingrid Liedman

Member-New Ulm Human Rights Commission Bias/Hate Crimes Task Force

**Enclosures** 

Le Herme. Nature Parking

TO:

FROM: New Ulm Human Rights Commission

DATE: September 9, 1998

SUBJECT: BIAS/HATE CRIMES RESPONSE PLAN

Recently the League of Minnesota Human Rights Commissions sent information offering information and training in understanding, reporting and countering bias/hate crimes. Our community has been fortunate to date because we have experienced very few reported hate crimes. However, if such an incident happened here, would the City of New Ulm be prepared to effectively respond? We believe the Chief and his department have the skills and commitment to effectively investigate and solve such crimes. Equally important however, is establishing and maintaining a system to respond to the needs of the victim(s) of such crimes.

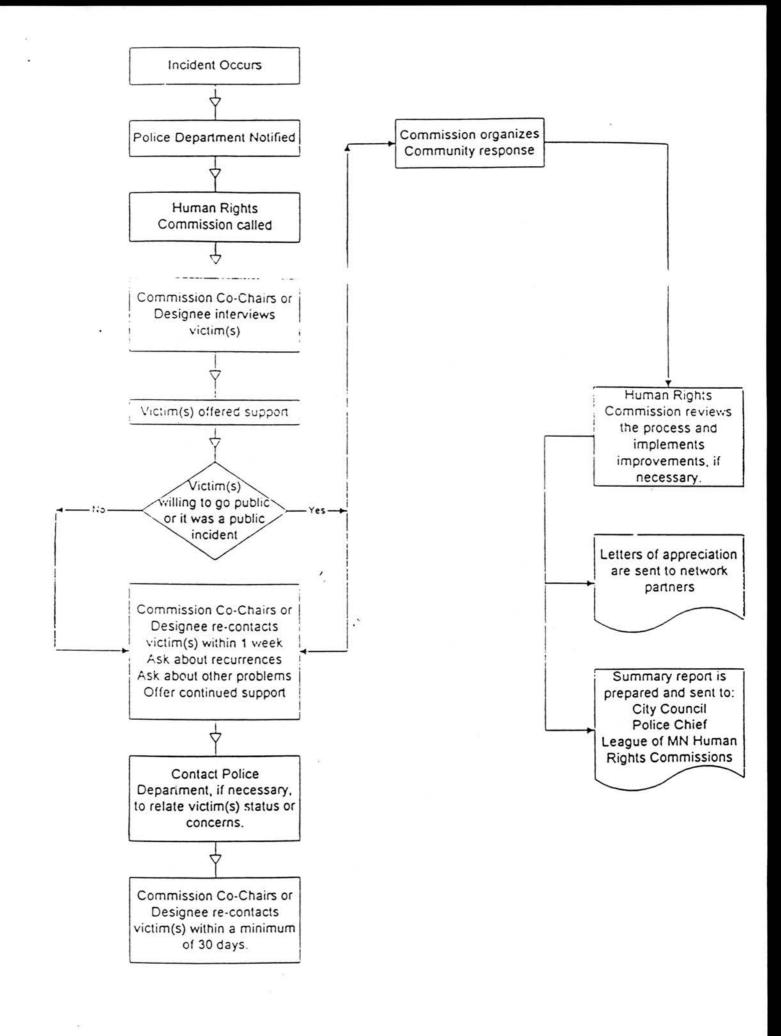
To complement the efforts of the New Ulm Police Department and to develop a state of readiness to support bias/hate crime victims, we propose the attached "Bias/Hate Crime Response Plan for the City of New Ulm." As part of this Plan, the New Ulm Human Rights Commission will develop a community resource network through the schools, churches, businesses and human services agencies to support victims of bias/hate crimes and to educate our citizens about prejudice and bigotry.

You are invited to join this community resource network. Please take the time to carefully read the enclosed "Bias/Hate Crime Response Plan", and "Responsibilities of a Response Network Partner". We hope that you share our concern in communicating to any victim, and the community at large, that hate and bias is not tolerated in New Ulm.

I will contact you within a week to answer further questions, and to learn of your willingness to become a Network Partner.

Sincerely,

Ray McClellan, Chairperson New Ulm Human Rights Commission



# INTERVIEW QUESTIONS

These questions are meant to be a guide. The interview panel may wish to add or change these questions.

- What happened?
- Was this the first incident or have there been others?
- Were children involved?
- · Were you satisfied with the police response?
- How can we help you?
- What can we do together to prevent further recurrences?
- Is there anyone that you would like to contact you, or that we could contact for you?
- Would you be willing that I contact the media, or organize a community response, in order to show people that New Ulm does not tolerate this sort of action?

The Commission member should exchange phone numbers, again offer any assistance, and explain future follow-up contacts.

# New Ulm Human Rights Commission BIAS/HATE CRIME RESPONSE: SUMMARY REPORT

Name of Victim(s)
Address
Telephone Number
Date and Time of Incidents
Description of Incidend
Were police notified? No Yes If yes, date Complaint #
Was victim(s) contacted by commission member? No Yes If yes, date
Did victim(s) desire media contact? No Yes If yes, action taken:
Follow-up support requested
Follow-up support provided
Additional Notes:
Person Completing Report

# (Sample letter to victims if you have not yet met with them.) NEW ULM HUMAN RIGHTS COMMISSION

Date			
Dear			
It has come to the attention of this Commission that you and your family have suffered harassment in your home and that damage has been done to your property. We understand from authorities and news reports that the motivation for these acts is racial bias and prejudice. The Commissioners express regret that this has happened. It saddens us to know that someone in our community is going through such an ordeal.			
We are alerting our bias Response Network to this outrage and someone will be calling you soon to arrange for an appointment to discuss how we can be of continuing support to make certain that such an ugly act does not recur. If you prefer, we can discuss this by phone ( ).			
We see once again that much work needs to be done to stop hate crimes in our communities. This quotation from Charles Kuralt captures our thinking on this: "When will there be justice in America? When one who is not injured is as incensed by injustice as those who are injured." We are incensed by this incident and are motivated to increase our efforts in the Human Rights arena so that this type of incident will not happen here again.			
Sincerely,			
, Chairperson			
New Ulm Human Rights Commission			

# RESPONSIBILITIES OF A RESPONSE NETWORK PARTNER

A hate crime, as defined by criminal statute, is a criminal act committed against a person, institution, or property of which the primary motivation is the victim's affiliation with a protected class.

It is the purpose of New Ulm Human Rights Commission's Bias/Hate Crime Response Network to provide support to victims of hate/bias crimes.

As a Response Network Partner, your responsibilities include:

- Offering support in a manner determined appropriate and timely by you and Response Network Manager
- Coordinating the efforts of your affiliation to deliver such support, if necessary and appropriate
- Providing any follow-up information to the Response Network Manager for future action or reporting purposes

Your participation as a Response Network Partner is voluntary in nature, and can be terminated at will by notifying the New Ulm Human Rights Commission.

Please direct any questions, concerns, or pledges of commitment to Ray McClellan at Work # 359-2966 Home # 354-8024

# City of New Ulm Bias/Hate Crime Response Network Partners

ORGANIZATION	CONTACT	PHONE
New Ulm Human Rights Commission	Ray McClellan 3 Sunrise Drive	354-8024(H) 359-2966(W)
	Joyce Gallery 1725 Boettger Rd.	354-7464(H) 354-3181(W)
City of New Ulm	Richard Salvati 100 No. Broadway	359-8233(W)
New Ulm Police Department	Irv Weinkauf 15 S. Washington	233-6750(W)
New Ulm City Council	Bert Schapekahm 100 N. Broadway	359-8233(W)
School District #88	Jil Lorentz 400 S. Payne	359-8414(W)
Brown County Family Service	Tom Henderson 1117 Center P.O. Box 75	354-8246(W)
Brown County Victim Service	Jennifer Snell 1 S. State Street	233-6664(W)
New Ulm Medical Clinic	Steve Schneider 1324 5th North P.O. Box	354-2111(W) x 577
Sioux Trails Mental Health	Dave Schaetzke 1407 S. State	354-3181(W)
Ministerial Association	Hank Campbell 301 S. Minnesota	354-4242(W)
First Call For Help	Kate Tohal/Karen Harris 9 1/2 N. Minnesota Suite	354-2255(W) 100
League of MN Human Rights Commission	Mort Ryweck Apt 303 1225 Lasalle Ave Mpls, MN 55403	(612) 376-0525(H)

film available

# ROBBINSDALE HUMAN RIGHTS COMMISSION HATE/BIAS CRIME RESPONSE PLAN

In Minnesota, hate/bias crimes and incidents are acts of violence and harassment committed against an individual or group, because of the victim's perceived age, race, color, gender, national origin, religion, sexual orientation, or disability. The law allows for the perception on the part of either the victim or the investigating officer that the offense was hate/bias motivated and would cause the offense to be categorized as a hate/bias crime or incident. Convictions resulting from hate/bias crimes or incidents carry enhanced penalties.

# A. PURPOSE

To establish a local response to hate/bias crimes and incidents which shows strong community support for the victim(s) and lack of community tolerance for those committing such actions. Also, the Robbinsdale Human Rights Commission (RHRC) joins with the League of Minnesota Human Rights Commissions (LMHRC) in establishing a statewide response mechanism to counter hate/bias crimes. The RHRC will not play an investigative role in such crimes, but will provide support to the victim(s). This is a voluntary process. Victims of hate/bias crimes may choose not to participate.

# B. OBJECTIVES

- 1. To raise awareness within the community of hate/bias crimes and incidents, as well as the RHRC Response Plan.
- 2. To assure that the victim(s) of hate/bias crimes and incidents are promptly contacted, so that they are aware of the interest, concern and offer of support from the RHRC.
- 3. To maintain good communication lines with the Robbinsdale Police Department to ensure that the RHRC will be notified as soon as possible following a hate/bias complaint.

### C. PROCEDURE

- Upon receiving information regarding a hate/bias crime or incident, the RHRC
  Commissioner contacted will inform other RHRC Commissioners. An emergency
  meeting may be called.
- Contact victim(s) by phone. Express regret and outrage that the crime or incident
  occurred and that it is not a reflection of the values of our community. Explain that
  the RHRC is not affiliated with the police or any investigative organization. We do
  not investigate. Our role is to offer support and provide information. Offer to visit in
  person.
- 3. Be sensitive to individual circumstances. Assure the victim(s) that confidentiality is respected. Assure them that they can determine the extent of involvement with the RHRC. Recognize that some people may not be willing to open up to the RHRC. If the victim chooses to terminate the process, then all procedures must cease.

- 4. If a personal visit is not desired, follow the phone call with a letter. Include information about other services which may be helpful. Assure them that they can contact the RHRC at a later date, if they so choose.
- 5. If the victim(s) consents, two or more commissioners will make a personal visit.

  Allow enough time for the story to be communicated. The following questions are intended only as a guide to obtain information:
  - \*What happened exactly?
  - \*Have there been other incidents?
  - \*Were children involved? If so, may we contact School District 281?
  - \*Were you satisfied with the Robbinsdale Police Department's response?
  - \*What can we do to help you? Is there anyone you would like to have contact you?
  - \*Would you agree to informing the community; i.e., a letter to the local newspaper? Would you want your name used, or not?
- 6. Offer to exchange phone numbers. Give assurance that the RHRC can be contacted through city hall.
- 7. Follow up with a phone call or personal visit within one week, and if appropriate one month later. Inquire about any recurrence, and if so, make certain that it has been reported to the Robbinsdale Police Department.

# D. EVALUATION AND CLOSURE

- The RHRC will review the Response Plan. Evaluate and discuss improved strategy, if necessary. Meet with the Robbinsdale Police Chief, or other Police Department representative, if necessary.
- 2. Inform the LMHRC (Contact: Mort Ryweck at 376-0525). Write a summary report. Send a copy to the LMHRC.
- 3. Arrange annual meeting with the Robbinsdale Police Chief, or other Police Department representative, to discuss the Response Plan.

# NETWORK CONTACTS

Contact: Mort Ryweck	376-0525
Robbinsdale Police Department	
Contact: John Spetch, Police Chief	531-1220
City of Robbinsdale (RHRC Staff Liaison)	
Contact: Sherry O'Donnell	537-4534
Independent School District 281 (504-8000)	
Contact: Superintendent	504-8012
Sun Post (local newspaper) (only if appropriate)	
Contact: Carin Garaghty	536-7509

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Red Wing Richfield Robbinsdale Rochester Roseville St. Cloud St. Louis Park St. Paul St. Peter Shoreview South St. Paul Stillwater Wascca White Bear Lake

and others in formation

Diversity Training For Lino Lakes

# Police Department

TUESDAY - April 28th - 9 a.m. - 11 a.m.

(7731 Lake Drive. Lino Lakes . . take Highway 35 W north . . exit at County Road 23. Fina Station at top of hill . . then go left about quarter mile to police station. on left hand side of Lake Drive).

# Program Sequence

Welcome: Sgt. Steve Mortenson, Lino Lakes Pol. Dep't. Mort Ryweck, State Project Coordinator.

Opening Exercise: Bonnie Klitzke, Chairperson, St. Cloud Human Rights Commission.

Panel Presentations:

Ms. K. Ilean Her - Executive Director, Council on Asian/Pacific Minnesotans.

Samuel L. Richardson - long time Minneapolis and MN. NAACP leader: formerly Executive Director of the MN. State Department of Human Rights.

Ms. Tommie Seidel - Anti-Violence Coordinator, Gay & Lesbian Community Action Council.

Ms. Margarita Zalamea - Executive Director, Chicano/Latino Affairs Council

If time allows, there will be a showing of the video on hate crimes, followed by a discussion of the issues raised.

# THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

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Diane Bolter, Crystal Richard Colond, Isanti County Marion Helland, Golden Valley Eileen Hyland, Coon Rapids Bonnie Klitzke, St. Cloud Gloria Winans, Eden Prairie Anne LaLonde Laux, Minneapolis John Kaufhold, New Brighton Ronald Linde, Northfield Sherry Maddox, Brooklyn Center Thelma McKenzie, Roseville Bonnie Baumel, Isanti County Judith Moore, St. Louis Park Trudy Hochradel, South St. Paul Sushila Shah, Arden Hills

Minnesota Chiefs of Police Executive Training Institute

April 21,1998 Tuesday 3:30 - 5:00 P.M

Resource Panel =

Bell/ Alexander Room St, Cloud Civic Center

Jon Davenport, Willmar Member Commissions:

Estrella Urbi, South St. Paul Curt Iverson, New Ulm Connie McDonald, Richfield

Peter Orput-Assn't Dakota County Attorney, Criminal Division

Albert Lea Arden Hills Austin Bloomington Brooklyn Center Brooklyn Park Columbia Heights Coon Rapids Cottage Grove Crow Wing County

Chief Scott Lyons-Duluth Police Department

Crystal Duluth

Chief Dennis O'keefe -St. Cloud Police Dep't

Eden Prairie Fairmount Falcon Heights Fergus Falls Fridley Golden Valley Hibbing Hopkins Isanti County Jackson

Bonnie Klitzke - Chairperson, St. Cloud Human **Rights Commission** 

Lake Elmo Mankato Maplewood Marshall Minneapolis Chief A. Paul Monteen-Crookston Police Dep't

Moorhead New Brighton New Hope New Ulm **Nobles County** Northfield

Leslie Green - Director of Office of Cultural Diversity, St. Cloud State Univ .

North St. Paul Oakdale Orono Paynesville Plymouth

L. David Belz - Winona Police Dep't Administrative Officer

Red Wing Richfield Robbinsdale Rochester Roseville

Moderator - Mort Ryweck - Hate Crimes Response Network Coordinator League of Minnesota **Human Rights Commissions.** 

St. Cloud St. Louis Park St. Paul

St. Peter Shoreview South St. Paul

Stillwater Waseca White Bear Lake

Willman

Winona and others in formation January 20, 1999

**MEMO** 

TO:

Human Rights Commissioners

Mayors and Council members

City Staff members

Danielle Ricciardi, NWHHSC

Cities of:

Brooklyn Center

Maple Grove

Brooklyn Park

New Hope

Champlin

Plymouth

Crystal

Robbinsdale

Golden Valley

FROM:

Jane A. Chambers, Assistant City Manager/HR Director

City of Brooklyn Center

SUBJECT:

Information for January 28, 1999 Regional Human Rights Commission Meeting

Attached, please find the combined information regarding commission status, meeting dates, 1999 work plans, status of hate/bias plans, and events for all cities which have expressed an interest in the establishment of a regional human rights commission. This information will also be available at the January 28 meeting as part of the discussion regarding a regional effort.

Should there be any corrections to the information, please contact me at 569-3303 prior to the meeting so that I can have corrected copies available. Thank you all for responding to my request for this information. We have updated the mailing list as well, based upon your responses. Should there be any corrections to the mailing addresses or names used, please let me know. A copy of the updated names of participants will be available at the January 28 meeting.

As a reminder, Danielle Ricciardi at HW Hennepin Human Services Council is the designated RSVP for the meeting on the 28th. Please contact her as soon as possible to RSVP for that meeting, which remains scheduled for 7 pm, January 28, at the City of Brooklyn Center, Constitution Hall, 6301 Shingle Creek Pkwy, Brooklyn Center. Danielle can be reached at 493-2802.

Regional Human Righ							
Individual City Inform	ation						
1/20/99							
City	Commission	Meeting Dates	1999 Work Plan	Hate/Bias Plan	Events		
D 11 D 1							
Brooklyn Park	Yes, 5 members	3rd Thursday evening	in progress	yes	Annual Human R	ights Award	
						5 1 1	
					Domestic Abuse Project		
					investigate resources Essay Contest/Statewide/Natio		
						atewide/National	
					Heritage Festival		-
Brooklyn Center	Not Active, one member	3rd Wednesday evening	none	yes	none		
District Control	Troctife, one member	ora recardeday evering	TIONS	yes	TIONE	_	
Champlin	None	none	none	none	none	-	
			110.13	110110	Thorne -		
Crystal	Yes, 8 members	4th Monday evening	none	unknown	none		
					133,12		
Golden Valley	Yes, 13 members	2nd Thursday evening	unknown	yes	"Sharing the Drea	ım"	
					scheduled for 2/28/99		
Maple Grove	No	none	none	none	Community Circle		
	City in process of					ion at the Crossroads	
	reviewing issue/will advis	e			Education, Housi	ng and Race"	
	and continue to send						
	staff member to regional						
New Hope	Yes, 2 members		unknown	unknown	unknown		
ivew riope	inprocess of appointing		dikilowii	unknown	unknown		
	additional	-					
	additional	<del>                                     </del>					
Plymouth	Yes, 15 members	1st Thursday evening	Yes	yes	"Make a Difference	e" Day	
7,	133,13 113113	Tot (marcus) croming	Includes study of	700	Participate in	, Duy	
			city employee contacts		National Night Ou	t Plymouth on P	arade
			re human rights		Sponsor Speaker		
			Promote Commission		2nd annual essay contest		, octarigo
			Respond to resident conce	rns	4th annual Human Rights Award		
			Establish Human Rights M				
			participate in LMHRC meet				
			Work with High Schools				
			Discuss issues with citizen	s			
			neighborhood watch				
			homeowner assoc. apartme	ent mgrs.			
Dabbia data	V. 7. 1	0-171-1					
Robbinsdale	Yes, 7 members	2nd Thrusday evening	none	yes	none		

# Regional Human Rights Commission Dialogue/Planning Meeting September 24, 1998 MEETING MINUTES

**Purpose:** To determine whether or not the northwest Hennepin County area Human Rights Commissions perceive a need/interest for regional meetings, and shared training/events.

### Present:

Mike McCauley, Jane Chambers, Myrna Kragness and Kay Lasman (Brooklyn Center); Angela Teegarden (Brooklyn Park); James Einfeldt-Brown, Tess Moleski and Diane Bolter (Crystal); Marion Helland, Hilmer Erickson, Mary Anderson and Jeanne Andre (Golden Valley); Bob Burlingame (Maple Grove); Irene Gomez-Bethke, Chris Lange, John Oberreuter and Dan Donahue (New Hope); Kathy Lueckert (Plymouth); Deb Comeau, Claudia Fuglie, Mike O'Brien, Sherry O' Donnell and Anne Johnson (Robbinsdale); LeeAnn Mortensen and Danielle Ricciardi (Northwest Hennepin Human Services Council).

# Introductions/Overview:

City Manager Mike McCauley hosted the dialogue at Brooklyn Center's Constitution Hall. The meeting started at 7:05 pm, with introductions, reiterating that the purpose was to determine whether the area commissions would be interested in a "group effort" approach for training, events and sharing ideas. Following introductions, Gloria Winans presented information on Eden Prairie's Human Rights Commission.

# Guest Speaker: Gloria Winans, Eden Prairie Human Rights Commission: Response to Biased Hate Crimes:

Gloria Winans, from the Eden Prairie Human Rights Commission, was asked to speak to the group about their 1991 incident, and response to hate crimes. As a result of a racial act against an Eden Prairie family of color---a cross-burning incident on their property--the Human Rights Commission was formed. The newly emerging Commission worked with the police department to pass an ordinance dealing with hate crimes. As a result of this event, the Commission also developed a training manual and a network response approach---forty Eden Prairie residents are trained each year, and ready to respond to a hate crime incident in a matter of hours. Once it is established that a biased crime has occurred (investigation conducted within 24 hours), the police department would notify the Human Rights Commission. The Commission would mobilize the network (mainly composed of social action committee members from area churches) to help the family in any way possible, and take appropriate action. Interestingly, the network doesn't meet or keep in touch between events, but is trained (refresher course) each year, and waits for the call to action. Building the relationship between the police department and the Commission has been key, along with recruiting network members that are dedicated to helping the victim in any way possible.

# Moving from Diversity Awareness to Valuing Differences:

Ms. Winans commented that as a society, we need to get beyond awareness and celebration of diversity, to really valuing the differences. Cultural diversity training should focus on behavior, rather than merely awareness. The Eden Prairie Human Rights Commission is well developed,

and has several active subcommittees. The group asked several questions about recruiting members to the Commission, and Ms. Winans provided training information, and organizational chart to enhance discussion.

Golden Valley Mayor Mary Anderson, Human Rights Commission Survey Summary: Following Ms. Winan's presentation, Golden Valley Mayor Mary Anderson provided an overview of the results of the Human Rights Commission surveys, sent out to all participating northwest Hennepin cities. With regards to regional issues that could be shared with other area Commissions, common responses included joint projects dealing with school board/education involvement, joint training/policy development, as well as overall attention to diversity. Many commented that the regional meetings would also provide an opportunity for Commissions to communicate and share ideas. Major challenges mentioned were high turnover/inactivity on the Commissions, lack of strong coordination, and difficulty finding focus.

# Discussion of Challenges Faced by Area Commissions:

Mayor Anderson commented on Golden Valley's formation of their Human Rights Commission in the 1960's, and that on-going issues have dealt with tension between the Commission and City Council, and turnover of members. Discussion regarding challenges faced by other area Commissions followed. With regards to high turnover and recruitment/retention of members (a common theme among the cities), Ms. Winans commented that the Eden Prairie Commission holds a 2-hour meeting every month, and that three other subcommittees also meet. All Commissioners are on an E-mail system, coordinated by a city staff liaison. In addition, money is set aside to send members to training and conferences, and the events sponsored are tied into existing city events, to save both time and money.

# Continuing Regional Human Rights Commission Meetings and Efforts:

Following lively discussion on common issues faced by area Commissions, it was apparent that the group saw great value in working together and continuing to meet. A brainstorming session was held to decide what the regional group might focus on, and how area Commissions might work together in the coming year.

# Below is a summary of the main areas of focus identified, in approximate order of interest level:

- 1) Information/Resource Sharing (among area Commissions)
- 2) Joint Meetings/Joint Problem Identification
  (also includes the idea that area Commission Chairs might meet quarterly)
- 3) Joint Work with School Districts
- 4) Regional Education Efforts
  (basic education to citizens, joint conferences, etc.)
- 5) Shared Training (diversity training for Commission, and the community)
- 6) On-going Annual Events
- 7) Development of Common Policies

Next Steps: January Regional Human Rights Commission Meeting:

After group discussion, it was decided that the group would begin working on the top priorities first, and move to others as time permits. Quarterly meetings would be held to identify common problems, and share information and resources (#1 and #2), for the first half of the meeting. Beginning in January, the group also decided to start working on item #3, joint work with area school districts. As such, the next Regional Human Rights Commission meeting (planned for January) will focus on developing a plan for how to approach and work with the school districts. Northwest Hennepin Human Services Council--- the area's human services research, planning and coordination agency---will continue to provide coordination services to the group, at some level. This on-going relationship will be further determined as the agency develops 1999 workplans, in conjunction with the Board of Directors.

# Contact List, Regional Human Rights Commission Meeting September 24, 1998

**Brooklyn Center** 

Mike McCauley City of Brooklyn Center 6301 Shingle Creek Pkwy. Brooklyn Center, MN 55430

Jane Chambers City of Brooklyn Center 6301 Shingle Creek Pkwy. Brooklyn Center, MN 55430

Mayor Myrna Kragness 3401 63rd Avenue North Brooklyn Center, MN 55429

Councilmember Kay Lasman 4407 Woodbine Lane Brooklyn Center, MN 55429

**Brooklyn Park** 

Angela Teegarden, Chair (Central District) 5023 Kings Crossing Brooklyn Park, MN 55443

Crystal

James Einfeldt-Brown, Chair 5313 Hampshire N. Crystal, MN 55428

Tess Moleski 4076 Hampshire Ave. N. Crystal, MN 55427

Diane Bolter, Chair 3225 Yates Avenue N. Crystal, MN 55427 Golden Valley

Mayor Mary Anderson City of Golden Valley 7800 Golden Valley Road Golden Valley, MN 55427

Jeanne Andre City of Golden Valley 7800 Golden Valley Road Golden Valley, MN 55427

Marion Helland 7720 Winnetka Heights Drive Golden Valley, MN 55427

Hilmer Erickson, Chair 1320 Louisiana Avenue North Golden Valley, MN 55427

Maple Grove

Mayor Bob Burlingame City of Maple Grove 9401 Fernbrook Road Maple Grove, MN 55369

New Hope

Irene Gomez Bethke 4649 Decatur Avenue N. New Hope, MN 55428

Chris Lange 7601 36th Avenue N. #222 New Hope, MN 55427

Dan Donahue City of New Hope 4401 Xylon Avenue N. New Hope, MN 55428

# Robbinsdale

Deb Comeau 4100 Quail Avenue N. Robbinsdale, MN 55422

Claudia Fuglie 4556 Lake Drive #305 Robbinsdale, MN 55422

Mike O'Brien 4300 Shoreline Drive Robbinsdale, MN 55422

Sherry O'Donnell City of Robbinsdale 4221 Lake Road Robbinsdale, MN 55422

Anne Johnson 4536 Beard Avenue N. Robbinsdale, MN 55422

# Plymouth

Kathy Lueckert City of Plymouth 3400 Plymouth Road Plymouth, MN 55447

Northwest Hennepin Human Services Council Danielle Ricciardi 7601 Kentucky Avenue N. Brooklyn Park, MN 55428



January 28, 1999 7:00 pm City of Brooklyn Center, Constitution Hall (same location as first mtg.)

As a result of the Human Rights
Commission Dialogue held in
September (meeting minutes encl.),
the first quarterly meeting has been
scheduled for January 28. Please
come prepared to help make
plans/decisions for the coming year.
This is an important meeting--we
look forward to seeing you there!

**Happy Holidays!** 

Please RSVP to Danielle Ricciardi at NW Hennepin Human Services Council (493-2802) by January 21

# Community Circles Conversations at the Crossroads

CRYSTAL COMMUNITY CENTER

THURSDAYS IN APRIL

7:00P.M. APRIL 1,8,15,23,29



Housing

Race Education

Transportation

Diversity

**Employment** 

These conversations help promote more concerted action on finding community-based solutions to bridge cultural, racial and economic differences. Help make our communities a better place to live.

Join our Community Circle in a dialogue about these important issues.

- Listen to other beliefs and experiences.
- . Examine new information and how it blends with
- · your own attitudes and beliefs.
- Meet new people and find common ground for action.
- · Opportunity to influence policies for the Twin Cities.

Community Circles are composed of 8 to 15 citizens who are committed to meeting 5 times for 2 hours each. Trained facilitators moderate each Community Circle. A discussion guide tailored to the Twin Cities will also be used to promote communication.

Pre-registration is required. Call LaurieAnn at 971-0611 or Tess at 531-9267 to sign up or receive more information.

Sponsored by Crystal Human Rights Commission and the Education and Housing Equity Project.



4141 Douglas Drive North • Crystal, MN 55422-1696

March 9, 1999

Irene Gomez Bethke 4649 Decatur Ave N New Hope, MN 55428

Attn: Church Director or Human Rights Representative:

The Human Rights Commission of Crystal, along with the Metropolitan Interfaith Council on Affordable Housing, Minnesota Minority Education Partnership, Inc. and the Education & Housing Equity Project, is sponsoring citizen discussions on education, housing and segregation. These are among the most pressing social and economic issues facing our communities and the metropolitan region.

We hope that you can help us by making this information available to individuals in your church or organization who you thing might be interested in participating in the April Community Circle Dialogue which is being held at the Crystal Community Center. The enclosed flyers contain all the details.

On behalf of the Human Rights Commission of Crystal we want to thank you for your attention on this matter.

Sincerely,

Tess Moleski City of Crystal Human Rights Commission Chairperson

i:/commission/hrcflyerletter

# NORTHWEST HENNEPIN



# **HUMAN SERVICES COUNCIL**

Planning, Research, and Coordination of Human Services



MEMO TO:

Area Human Rights Commissioners, City Council Members,

City Managers, and interested others

MEMO FROM:

Mike McCauley and Jane Chambers (Brooklyn Center);

Jeanne Andre and Don Taylor (Golden Valley); Curt Bogany (Brooklyn Park); Jerry Dulgar (Crystal); Dan Donahue (New Hope); Kathy Lueckert (Plymouth); Marcia Glick and Sherry O'Donnell (Robbinsdale); Danielle Ricciardi and Eileen

Moran (NW Hennepin Human Services Council)

DATE:

September 8, 1998

SUBJECT:

Regional Human Rights Commission Dialogue details

(flyer with agenda enclosed)

A Regional Human Rights Commission Dialogue meeting will be held at the Brooklyn Center City Complex, Constitutional Hall (6301 Shingle Creek Pkwy) on Thursday, September 24, 1998 at 7:00 pm. The purpose of the meeting is to discuss what area Human Rights Commissions have been working on, and what plans they have for the coming year. We will also explore the possibility of shared, on-going regional planning, training, and events. This is a very important planning meeting, and we need representation from all of our area cities and Commissions in order for the event to be truly successful.

This meeting will provide a great opportunity to learn about what others are doing in the area of human rights, and how we can effectively work together. Please plan on coming, and RSVP to Danielle Ricciardi, Northwest Hennepin Human Services Council (493-2802) by September 21. We hope to see you there!

**DIRECTIONS to Brooklyn Center City Complex:** From either the east or west on 694, exit on Shingle Creek Parkway. The city complex is directly off of the interstate exit, at 6301 Shingle Creek Parkway. Park in the north lot---you will be right by the correct entrance.

# PROPOSED WORKPLAN Regional Human Rights Commission

The Regional Human Rights Commission will meet quarterly. These meetings will be two hours long. The meetings will consist of:

•	Introductions/				
	group cohesiveness exercise	30 minutes			
•	Information sharing	30 minutes			
•	Speaker	30 minutes			
•	Work groups meet	30 minutes			

Two subcommittees will be formed to carry out the workplan between the regional meetings.

Art and Essay Contest /2000 Heritage Festival subcommittee
 This group will meet twice between the regional meetings (April, May, July, Aug., Oct., Nov.). Every city will be represented on the committee. The group will plan and implement events, reporting updates at each regional meeting.

# • Training/Speaker Subcommittee

This group will determine and coordinate speakers for every regional meeting. (Meet in April to determine topics and tasks; Meet in May to solidify speakers; June meeting the first speaker will present and subcommittee will present speaker plan for the rest of the year; convene after June if or when necessary).

The suggested schedule for the quarterly regional meetings is the first Tuesday of the month. These dates are:

June 1 <sup>st</sup> , 1999	7:00 - 9:00 PM
September 7 <sup>th</sup> , 1999	7:00 - 9:00 PM
December 7 <sup>th</sup> , 1999	7:00 - 9:00 PM

# Art/Essay/Media Contest Subcommittee Meeting Minutes May 11<sup>th</sup>, 1999

# Timeline June/July/August/September Talk with Marion Hellund Gather information to choose final event (We Care about Kids Day or Heritage Festival) Contest Design Write a letter for the schools Begin to get sponsors Create school mailing list Responsible for task LoisWendt All Tess

# October/November/December

- · Send letters to school first week of October
- · Make follow up calls to principals mid-October
- · Finalize sponsorship
- get judging panel together

# December

Contest finishes

# January/February

- Judging
- · Create certificates/awards
- Prepare booth
- Contact media
- · Event/award ceremony in February

# March

- · Send thank you notes
- · Hold a wrap up meeting

# THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS 4221 Lake Road, Robbinsdale, MN 55422 Telephone (612) 535-1051

To:

**Human Rights Commissioners** 

Date:

April, 1996

Re:

Resource material

From:

League of Minnesota Human Rights Commissions

Dear Human Rights Commissioner,

Thank you for working to promote social justice. Your help is especially important at a time of increasing intolerance and rising hate violence. With your support, and that of other caring, thoughtful people, the effective work of Human Rights Commissions can continue to make a positive impact throughout the state.

Enclosed is a packet of information that may be helpful in generating ideas for activities and strategies. The collection includes the following topics:

- Brochures
- · Organizing a Commission
- Planning
- Selecting Activities
- Publicizing Activities
- Organizing Hate Crime Response
- Human Rights Laws

Please duplicate and distribute as needed. League members are using these materials in established commissions and in organizing new commissions.

If you have materials and ideas to add to this packet, please send to the League for inclusion in future mailings. Your efforts in furthering human rights, now and in the future, are needed in this crucial struggle.

Sincerely,

Marion Helland

Marion Helland

LMHRC Education Committee Chair

Phone:

(612) 546-7469

Fax:

(612) 546-7469

# MEMBERSHIP AND COMMITTEE ASSIGNMENTS

John Handy, Chair Public Service and Employment 388-7154 (w) 388-4685 (h) 388-6734\*

Dr. David Harris, Vice Chair Education and Housing 388-3503 (w) 388-5863 (h) 388-6734\*

Reverend Eugene Hasselquist Education and Housing 388-4621 (h) 388-6734\*

Johnny Johnson
Employment and
Public Accommodations
388-6734\*

Steve Nelson Employment and Public Accommodations 388-7037 (h) 388-6734\*

Mary Turner
Public Accommodations and
Public Services
388-6734\*

Marcy Underwood
Public Accommodations and
Education
388-6734\*

Sylvia Bergh City Staff Liasion 388-6734\*

\*Messages for members of the Human Rights Commission can be left with Sylvia Bergh at City Hall.



## ESTABLISHED TO SUPPORT EQUAL OPPORTUNITY IN

HOUSING

**EDUCATION** 

**EMPLOYMENT** 

**PUBLIC SERVICES** 

PUBLIC ACCOMODATIONS

#### RED WING HUMAN RIGHTS COMMISSION

#### INTRODUCTION

The Red Wing Human Rights
Commission was established
by the Red Wing City Council
to act in cooperation with
the State Department of Human
Rights in securing for all
citizens equal opportunity in
housing, employment, public
services, public accommodations
and education.

The Commission consists of seven Red Wing residents appointed by the Mayor and approved by the City Council. The Commission is affiliated with the League of Minnesota Human Rights Commission and maintains a liaison with the Minnesota Department of Human Rights for the purpose of receiving technical advice and assistance regarding human rights issues.

The Commission is designed to provide services and assistance to individuals and groups of Red Wing residents in an effort to enhance human rights and to prevent discrimination.

#### ACTIVITIES

- Advise the Mayor, the Council and other agencies of the government on human relations and civil rights problems. Act in an advisory capacity with respect to planning or operation of any City department on issues of civil or human rights and recommend the adoption of specific policies or actions as needed to provide for full equal opportunity in the community.
- Formulate a human relations program for the City to give increased effectiveness and direction to the work of all individuals and agencies addressing themselves to planning, policy making and educational programming in the area of civil and human rights.
- Enlist the cooperation of agencies, organizations and individuals in the community in an active program directed to create equal opportunity and eliminate discrimination and inequalities.
- Develop programs of formal and informal education to assist in the implementation of the Minnesota Human Rights Act and to assume a role of leadership in recognizing and resolving potential problem areas in the community.

#### COMMITTEES

The Commission has formed committees in the areas of housing, employment, public services, public accomodations and education. Each Commissioner has two committee assignments. The purpose of the committees is to provide an avenue to Red Wing residents who have a special interest or need in a particular human rights area. The committees also provide a means for the Commission to call upon the expertise of local residents in an effort to provide services. Residents interested in serving on a particular committee are encouraged to contact any member of the Commission.

#### ACCESS

The Commission is available to provide human rights related information and assistance to individuals or groups of Red Wing residents. Requests for services may be brought to the attention of any member of the Commission or the City's Staff Liaison to the Red Wing Human Rights Commission.

The Commission meets on the first Thursday of every month. The meetings are held at 4:00 p.m. in the second floor Conference Room at City Hall. These meetings are open to the public and the Commission welcomes public participation.

#### What can I do to stop discrimination and acts of Bias?

The bigotry, fear, distrust and hatred associated with bias crimes are learned at an early age. Here's what you can do to help.

- Speak out and teach your children and all young people to value the differences of people.
- Work with your schools, community groups and law enforcement officials to make your neighborhood a safe place for all people.
- Participate in community sponsored diversity activities and urge others to do the same.
- Work with the Eden Prairie Human Rights Commission's Bias Crime Response Network to help the victims of hate crimes by providing your support.
- Remember that bias crimes are offenses against the entire community. Report all suspected cases.

"Freedom is not real to me when I have it and my brother does not;

when my nation enjoys it and another does not;

when my race has achieved it and others have not."

Vice President Hubert H. Humphrey May 2, 1967

### Eden Prairie Contact Information

Eden Prairie City Offices	949-8300
8080 Mitchell Road	
Eden Prairie, MN 55344	
Eden Prairie Police Dept.	949-6200
Victims Assistance Division	
Eden Prairie Human Rights	949-8430
and Diversity Commission	
Staff Liaison	
Eden Prairie School District	975-7146
<b>Diversity Coordinator</b>	
State Department of Human Rights	296-5663
500 Bremer Tower	
7th Place and Minnesota Street	
St. Paul, MN 55101	

## Respecting Diversity and Human Rights



#### An Eden Prairie Manifesto

That we, as representatives of Eden Prairie businesses, city government, educational and religious institutions, accept special roles and responsibilities in fostering diversity in our community. We are dedicated to upholding the rights of every individual in our community to freedom, dignity, and security regardless of religious affiliation, race, ethnic heritage, gender, age, sexual orientation, physical or mental ability, or economic status.

Representing all sectors of Eden Prairie, we publicly declare our intentions:

- to continue the development of a multicultural community which will not tolerate acts of harassment and intolerance;
- to establish, communicate and encourage community standards that respect diversity; and
- to promote acceptance and respect for individuals in an atmosphere of caring for others.

Adopted by the Eden Prairie City Council, May 18, 1993. Reaffirmed July 18, 1995



Dr. Jean Harris Mayor

We Are & Will Remain Intolerant of Intolerance

#### What is discrimination?

The law states that people cannot be treated differently in certain areas of life because of certain personal characteristics. Listed below are the areas of life in which you are protected, and the personal characteristics that cannot be used as a reason to treat you differently.

Area of Life

Personal Characteristic	CREDIT	EMPLOYMENT	HOUSING	PUBLIC ACCOMMODATIONS	PUBLIC SERVICE	EDUCATION
RACE	•	•	•	•	•	•
COLOR	•	•		•	•	•
RELIGION	•	•	•	•		•
NATIONAL ORIGIN	•	•	•	•	•	•
GENDER	•	•		•	•	•
MARITAL STATUS	•	•	•			•
DISABILITY	•	•	•	•	•	•
PUBLIC ASSISTANCE	•	•	•			•
AGE		•				•
FAMILIAL STATUS			•			
SEXUAL ORIENTATION	•	•	•	•	•	•

#### What should I do if I think I have been a victim of discrimination?

Call the Eden Prairie Human Rights & Diversity Commission staff liaison or the Minnesota Department of Human Rights. They can advise you on the options available to you to deal with the problem. There is no charge for these services.

#### What is a Bias Crime?

In Minnesota certain crimes are called bias crimes when they are committed against a person or group because of the race, color, religion, gender, sexual orientation, age, disability or national origin of the victim.

Bias crimes allow for a penalty enhancement for an act that is already criminal. Crimes that can be classified as bias crimes are assault, criminal trespass, criminal damage to property, harassment or stalking.

For these crimes, hate motivation may be considered by the court as reason to impose a more severe sentence than for committing the same offense when not motivated by hate or bigotry.

Bias crimes are based on fear, misunderstanding or dislike of a certain group of people. Examples include:

- Cross burning on a lawn.
- Vandalism of a church, synagogue or cemetery.
- An attack on an individual because of his or her accent.
- Assaulting a person believed to be homosexual.

#### What should I do if I think I am the victim of a bias crime?

Report any suspected bias crime to the Eden Prairie Police Department.

## ORGANIZING A COMMISSION

## Samples:

- Ordinance
- Committees
- Annual ReportMatrix of 15 Commissions
- Letters

ORDINANCE NO. 62
FIFTH SERIES
AN ORDINANCE
ESTABLISHING A HUMAN
RIGHTS COMMISSION
THE CITY OF JACKSON OR-

Section 1. A Section 2.13 to read as follows is hereby added to the City Code:

SEC. 2.13. HUMAN RIGHTS COMMISSION

Subd. 1. Policy. It is the policy and goal of the City to strive to improve human relations in the City and, in cooperation with the State Department of Human Rights ("MnDHR"), to secure for all citizens equal opportunities in housing, employment, public accommodations, public services and education.

Subd. 2. Establishment and composition. A Human Rights Commission (hereinafter "Commission", for purposes of this section), comprised of seven (7) members and advisory to the Council, is hereby established, subject to the provisions of City Code SEC.2.02.

Subd. 3. Terms. Members of the Commission shall be appointed for terms of three (3) years; provided, that the first Commission shall be comprised of two members whose terms expire January 31, 1998; two members whose terms expire January 31, 1999; two members whose terms expire January 31, 2000; and an Alderman or the Mayor. Members whose terms have expired may continue to serve until their successors have been appointed and qualified.

Subd. 4. Duties and responsibilities. The duties of the Commission are as follows:

A. To generally advise the Council regarding civil and human rights problems, issues, and policies;

B. To adopt by-laws and/or rules of conduct for its affairs;

C. To develop, in cooperation with MnDHR, and implement programs of formal and informal education. D. To formulate and submit to the Council for consideration and approval a Human Rights Program for the City, to give increased effectiveness, direction, and encouragement to the work of all individuals and agencies addressing themselves to planning, policy making, and educational programming in the area of civil and human rights, and to help people identify their responsibilities to bridge cultural and other differences.

E. To coordinate efforts with the Human Rights Commissions of neighboring communities, where

appropriate;

F. To prepare and submit to the Council for consideration and approval a memorandum of agreement with MnDHR for the purpose of implementing regulatory and enforcement procedures; and

G. To make recommendations to the City Administrator and the Council in regard to [1] the planning or operation of any City department on issues of civil and human rights,

and [2] the adoption of specific policies or actions needed to provide for full equal opportunity in the City.

Section 2. City Code Chapter 1, entitled "Definitions and General Provisions Applicable to the Entire City Code Including Penalty for Violation", and City Code SEC. 2.99, entitled "Violation a Misdemeanor", are hereby adopted in their entirety, as though set forth verbatim herein.

Section 3. This ordinance shall be effective 14 days following its posting or publication.

> CITY OF JACKSON By: RAYMOND J. HANSEN Raymond J. Hansen, Mayor

Attest:

DEAN ALBRECHT Dean Albrecht City Administrator Introduced: 4/16/96 Adopted: 5/7/96 Posted: 5/8/96 Effective: 5/22/96

(May 16)

#### Section 305 - Administration:

#### commissions; boards

- 305.01. Establishment of human rights commission. Subdivision 1. Scope of section. It is declared that it is the public policy of the city to fulfill its responsibilities as a partner of the state department of human rights in securing for all citizens equal opportunity in housing, employment, public accommodations, public services and education, and to fully implement those goals set forth in Minnesota Statutes, chapter 363, the Minnesota Human Rights Act.
- Subd. 2. Establishment of commission. There is established and continued a human rights commission.
- Subd. 3. <u>Purpose of commission</u>. The purpose of the commission is to secure for all citizens equal opportunity in employment, housing, public accommodations, public services and education and full participation in the affairs of this community and to take appropriate action consistent with the Minnesota Human Rights Act. The commission shall also advise the city council on long range programs to improve human relations in the city.
- Subd. 4. Composition of the commission. The commission consists of thirteen members appointed by the council. Eleven members shall be appointed for terms of three years, except that (i) a person appointed to fill a vacancy occurring prior to the expiration of the term for which the predecessor in that term was appointed shall be appointed only for the remainder of such, and (ii) two persons shall be appointed as "youth" members for one year terms. The two youth members shall be given all rights, privileges and responsibilities granted to the other appointed members. Upon the expiration of the member's term of office, a member shall continue to serve until a successor is appointed and qualifies. Members serve without compensation and may be removed from office at any time by the council, but after a public hearing if a hearing is requested by the member whose removal is being considered. (Amended, Bill No. 1990-2; Bill No. 1993-1)

## Subd. 5. Commission's responsibilities. The commission shall:

- (a) adopt bylaws and rules for the conduct to its affairs including the election, assumption of duties and definition of responsibilities of officers and committees;
- (b) engage in discussions with the state department of human rights for the purpose of delineating cooperative regulatory and enforcement procedures;
- (c) enlist the cooperation of agencies, organizations and individuals in the community in an active program directed to create equal opportunity and eliminate discrimination and inequalities;
- (d) formulate a human relations program for the city to provide increased effectiveness and direction to the work of all individuals and agencies addressing themselves to planning, policy making and educational programming in the area of civil and human rights;

# ORGANIZATIONAL BYLAWS AND PROCEDURAL GUIDELINES RICHFIELD HUMAN RIGHTS COMMISSION

#### OFFICERS:

CHAIR A chair shall be elected at a meeting in January for a term
of one year. The chair's duties shall be to:

- Preside over meetings
- 2. Prepare an agenda prior to each meeting
- Supervise the writing, distribution of minutes and other reports and to supervise the collection of an ongoing history of the commission.
- 4. Represent the Richfield Human Rights Commission in dealings with the City Council, School Board, other commissions in the city as well as official bodies outside of the city, and any other organization which has dealings with the commission, or delegate those responsibilities to members of the commission.
- Carry out those additional duties which the commission may from time to time recommend.

VICE-CHAIR A vice-chair shall be elected at a meeting in January or a term of one year. The vice chair's duties shall be to:

- Represent the chair in the chair's absence.
- Assist the chair in carrying out his/her duties.
- Carry out those additional duties which the commission may from time to time recommend.

#### RESIGNATION OF OFFICERS:

If the chair of the Human Rights Commission resigns or retires from the commission before the next regular organizational meeting, the vice-chair shall automatically become acting chair and a new chair shall be elected to the vacated position at the next regular meeting of the commission. Unless elected as chair, the vice-chair shall, after the special election, retain the position of vice-chair.

If the vice-chair of the Human Rights Commission resigns or retires from the commission before the next regular organizational meeting, a new vice-chair shall be elected to the vacated position at the next regular meeting of the commission.

 The chair must be notified prior to a meeting if a member will be unable to attend the meeting.

#### COMMITTEES:

- Committee chairs or their representatives shall report at each regular meeting.
- The duties and responsibilities of the various committees shall be defined at the time of their formation by the commission.
- All committees shall maintain records of all meetings, recommendations, actions, memberships, etc.
- Each committee, with the approval of the Richfield Human Rights Commission, may state the number of citizens it chooses to have as members of that committee.
- Citizens can be selected by the Richfield Human Rights Commission for committee membership.
- 6. The commission, at the suggestion of the committee chair, may remove a citizen who has missed three (3) meetings in one six month period.
- 7. Citizens shall have voting rights only at committee meetings. Committee reports to the Human Rights Commission shall be presented by the committee chairperson. Any commissioner may make a minority report.

#### COMPLAINTS:

Human Rights Commission members shall successfully complete the No Fault Grievance Training Process, when available. The chair shall assign all No Fault Grievance Cases, and whenever possible, on a rotating basis of trained members. Members may work in pairs on No Fault Grievance Cases.

#### AMENDING THE BYLAWS AND GUIDELINES:

- These articles can be amended by approval of 2/3 of the commission membership.
- Proposed amendments shall be mailed to commission membership five (5) days prior to the meeting at which they are to be voted upon.

First amendment: March 1, 1988 Second amendment: March 7, 1989 Third amendment: October 6, 1992

#### CITY OF GOLDEN VALLEY - HUMAN RIGHTS COMMISSION Issued 5/14/92

MISSION: To provide advice and assistance to the City Council in ensuring full protection of human and civil rights to all citizens of Golden Valley and provide effective assistance to community members and targeted groups in order to achieve equal opportunity.

POLICY: To encourage the establishment and development, both publicly and privately, of equal opportunity and fair treatment and practices in employment, housing, public transportation, public accommodations and education for all individuals without regard to race, color, creed, sex, religion, affiliations, national origin, ancestry, marital status, age or disability.

COMMUNITY RELATIONS	DISCRIMINATION COMMITTEE AND COMPLAINT PROCEDURES	EMPLOYMENT/ AFFIRMATIVE ACTION	HUMAN SERVICES/NEEDS	<u>HOUSING</u>	EDUCATION
GOAL: To disseminate infor- mation regarding the Human Rights Commission, its goals, objectives and policies in order to familiarize the citizens of Golden Valley with the Commission.	GOAL: To respond to people who believe they may have been discriminated against. To identify situations in the community where possible discrimination may exist and to reduce or eliminate the discrimination.	GOAL: To review hiring policies and practices of the City of Golden Valley in order to ensure that protected class applicants are given fair and equal opportunities in employment. To also promote, encourage and facilitate the hiring of protected class persons and others who are under privileged in employment by business firms and corporations in Golden Valley.	GOAL: To develop a community environment that provides life enrichment opportunities for all citizens regardless of age, national origin or family life style by facilitating the development of special community services and programs, and increasing community awareness of human service needs and resources.	GOAL: To encourage and promote the Golden Valley Housing Policy.	GOAL:To educate and inform the citizens of Golden Valley relative to human rights, cultura diversity and discrimination by developing and distributing the HRC brochure, video and othe materials.  To serve as a catalyst for a better understanding and appreciation of the various cultures, their histories and contributions to society by providing educational materials
PRIMARY OBJECTIVES To provide written information regarding the Commission To identify specific individuals/organizations meritorious of	PRIMARY OBJECTIVES  To utilize the no-fault grievance process to resolve complaints  To identify possible areas of discrimination through: individuals,	PRIMARY OBJECTIVES To monitor job openings, recruitment procedures, new hires and promotions in the City of Golden Valley.	PRIMARY OBJECTIVES To identify needs of community citizens To encourage the development of human services which will meet the	PRIMARY OBJECTIVES To annually review housing developments having management plans with the City and issue reports to the City Council (or)	PRIMARY OBJECTIVES  To provide educational information regarding multicultural diversity to Golden Valley citizens, schools and churches.

recognition

To encourage citizen input and involvement with the services of the Commission

news media, conducted studies/ surveys, civic groups.

To recommend and/or conduct educational sessions aimed at lessening or reducing discrimination in the community.

To advise the city council about potential discriminatory situations To assist community agencies in dealing with discrimination problems that have been identified.

To ensure that City personnel policies meet affirmative action standards

To obtain involvement of Golden Valley employers in increasing job opportunities and hiring of protected classes

needs of citizens living and working in the community

To help Golden Valley and its citizens develop "community identity and help build a community esprit de coms

Housing and Redevelopment Authority

To assist the Golden Valley City Council (and/or) HRA with future subsidized housing developments

To provide written information on all forms of discrimination, including hate crimes, and violations of gay and lesbian

To meet periodically with the Director of Public Safety regarding possible police and community relations within the city.

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CITY	MEMBERSHIP	NO FAULT	MAJOR ACTIVITIES	BUDGET	STAFF SUPPORT
CITT :	MEMBERSHIP	GRIEVANCE	MAJOR ACTIVITIES	 BUDGET	STAFF SUFFORT

Bloomington	15 members	Yes. About 1 case/mo.	Annual Human Rights Awards. Education efforts. Literature distribution. Partnership with school district.	\$3,000 for literature, memberships, books, booths.	3 staff members - Manager of Human Services, Coordinator of Office Special Services, and Secretary. 20 hrs./mo.
Brooklyn Center	7 members 3-yr. staggered terms; Neighborhood representation.	No. Have problem with getting training.	Advise Council.  Develop an evaluation process for nonprofit organizations when they apply to City for funding.  Cultural Diversity and Bias Response Plan.  Human Rights brochure.  Heritage Festival.  Human Services Training in Domestic Abuse and Children's Issues.	Nothing specifically budgeted. Each request is approved by Council.	Personnel Coordinator - Works on special projects, minutes, agendas, and writes policies. 6 hrs./mo.
Columbia Heights	9 members 3 yr. staggered terms; Representation by precinct.	Yes. They pay Anoka Human Rights to do this. 3 cases this year.	Educational conference. Cultural Diversity Training. Goal is to educate.	Nothing specifically budgeted. Each request is approved by Council.	Council secretary - Attends meetings, takes minutes. 3 hrs./mo.
Coon Rapids	9 members, including 1 student and 1 senior citizen 3 yr. staggered terms.	Yes. No cases in last 2 yrs.	Education. No Fault Grievances. Video that deals with discrimination in hiring. Brochure distribution.	League of Human Rights dues, plus \$200 for mileage and lunches.	Personnel Coordinator - 10 hrs./mo.
Crystal	10 members; 3 yr. staggered terms	Yes. 4 cases in last 3 yrs.	No Fault Grievance. Annual Human Rights Award. Human Rights Day.	Nothing specifically budgeted. Each request is approved by Council.	Admin. secretary; Attends meetings, prepares agenda, takes minutes. 8 hrs./mo.

CITY .	MEMBERSHIP	NO FAULT GRIEVANCE	MAJOR ACTIVITIES :	BUDGET	STAFF SUPPORT
Eden Prairie	9 members, including 2 youth. 3 yr. staggered terms.	Yes. 3 cases this year.	No Fault Grievance. Annual Human Rights Award. Education efforts. Review development proposals for day care, senior housing, private schools, funeral homes, group homes, subsidized housing. Oversee and recommend CDBG Funding. Sponsor Martin Luther King Event and cultural diversity forum.	Memberships, conferences, out of town meetings.	Secretary of Resources - Attends meetings, minutes. 7 hrs./mo.
Edina	14 members (7 appointed by Council one of whom is a student) (7 appointed by school board with Council approval, one of whom is a student and one is a school board member) 3 yr. terms.	Yes. 4-6 cases/yr.	Cultural Expo. No Fault Grievance. Work with human service agencies.	Memberships, conferences.	Admin. Asst 8 hrs./mo.
Fridley	5 members; 3 yr. staggered terms.	Yes. Only hear cases referred from state. The number of cases is decreasing.	Sponsor forums, workshops. Publish articles. No Fault Grievance.	Conferences/ Workshops.	Planning Asst 20 hrs./mo.
Golden Valley	12 members; 3 yr. staggered terms.	Yes. No cases this year.	Sponsor Black History Month. Conduct annual housing surveys for subsidized housing. Provide information to daycare centers. Work with schools to educate.	\$200 for mailing.	Finance Director and Police Secretary - 16 hours/mo.

		GRIEVANCE	1 4		
Maplewood	7 members; 3 yr. staggered terms.	Yes.	No Fault Grievance. Annual Human Rights Award. Work in schools, businesses and community on awareness education.	\$600 for supplies, membership, travel and training.	Human Resource Director - coordinate commission work, annual reports, staff assistance. 6 hrs./mo.
Richfield	13 members, two of whom are students.	Yes. State is taking on more cases. Perhaps 5/yr.	Human Rights Awards. Ethnic Day celebrations. Citizen of the Year.	None. Money raised by commission fundraisers in community.	Admin. Services Director - 7 hrs./mo.
Robbinsdale	10 members	Yes. No cases this year.	Community outreach. Parades. Literature distribution. Mural painting.	Memberships, conferences.	Admin. Asst attends meetings, agendas, minutes. 10 hrs./mo.
Roseville	10 members; 3 yr. staggered terms.	Yes. 5-10 cases per yr.	No Fault Grievance. Annual Human Rights Award. Education efforts. Human Rights essay contest for schools. Multi Cultural event at Rosedale. Human Rights Excellence Awards for Business.	\$2,000 for dues, conferences, special events, plaques.	Personnel Director - takes minutes 5 hrs./mo.
Shoreview	7 members; 3 yr. staggered terms.	(Just established)	(Just established)	(Just established)	Asst. City Mgr.

MAJOR ACTIVITIES

BUDGET

STAFF SUPPORT

**MEMBERSHIP** 

NO FAULT

CITY

CITY	MEMBERSHIP	NO FAULT GRIEVANCE	MAJOR ACTIVITIES	BUDGET	STAFF SUPPORT
St. Louis Park	13 members, two of whom are students. 3 yr. staggered terms. One member is appointed by school district and one member must be an attorney. Youth	No.	Demographic study. Human Rights Expo.	\$3,000 for printing, publications, and training. \$600 for supplies, membership, travel and training.	Asst. City Mgr 15 hrs./mo.
	members are non- voting.				



# 1995 Annual Report



## **Human Rights Commission**

City of Bloomington 2215 West Old Shakopee Road Bloomington MN 55431-3096

#### **COMMISSION MEMBERS**

The Commission is comprised of 2 youth members and 13 adult members. The adult members are appointed for 2-year terms and the youth for 1-year terms. All members have full voting privileges.

#### Members as of December 31, 1995,:

Philomena Ablorh

. Bill Blom

. Deborah Clark

. Tri Chau

. Larry Haqq

. Polly Hjelt

Cheryl Lund

. Paven Malhotra (Youth)

. Sally Morton

. Edith Olson

. Lynn Ramalingam

. Vince Riehm

Kirk Wetzlich (Youth)

Robbie Zanko

. (Vacant)

#### Members who resigned during 1995:

. Clyde Meredith

Lori Sathre

. Amy Schneider

*Karen Halpern*, a member of the Commission since July 27, 1992, passed away in November.

#### STAFF

The work of the Commission is assisted by the following staff of the City of Bloomington:

. Lorinda Pearson, Manager, Human Services Division

. Beverly Thompson, Secretary, Human Services Division

#### **EXECUTIVE COMMITTEE**

Position	January 1 - May 15	May 16 - December 31
Chair	Robbie Zanko	Sally Morton
First Vice Chair	Sally Morton	Larry Haqq
Second Vice Chair	Larry Haqq	Kirk Wetzlich
Special Projects Chair	Kirk Wetzlich	Robbie Zanko

# Bloomington Human Rights Commission

## 1995 Annual Report

#### **EXECUTIVE SUMMARY**

The Bloomington Human Rights Commission has collectively and individually been involved in many areas relating to human rights during the past year. Our activities include mediating human rights complaints, community outreach to local service organizations, cooperative efforts with the school district, training sessions for the Commission and presentation of the Omar Bonderud Award.

The Commission received 79 inquiries in 1995. Three cases were referred to West Suburban Mediation Center and four were handled by Commissioners. Two cases resulted in settlement, five cases resulted in non-settlement and zero are pending.

#### **PURPOSE**

The purpose of the Bloomington Human Rights Commission is to advise the Bloomington City Council in matters of human rights and equal opportunity for all citizens of the City. The Commission also has a direct advisory relationship to the Board of Education of Bloomington on matters relating to Human Rights.

The Commission is dedicated to ensuring that all citizens of Bloomington have equal opportunity and rights as defined by the Minnesota Human Rights Act, Chapter 363 of the State Statutes. This Act makes it illegal to discriminate in the areas of:

- Reprisal
- Public Accommodations
- Employment
- Credit

- Public Services
- Housing
- Education
- Aiding and Abetting

The Minnesota Human Rights Act makes it illegal to discriminate against a person because of:

- Age
- Color
- Disability
- Local Commission Status
- National Origin
- Religion
- Dependence on Public Assistance

- Creed
- Sex
- Familial Status
- Marital Status
- Race
- Sexual Preference

#### **GOALS**

In December of 1994 the Commission adopted a strategic plan for 1995. The plan included six items. These are (listed in order of importance):

- . Mediation of complaints
- . Work with the School District on a racial harassment policy
- . Work with the School District to develop a hate crimes workshop
- Provide education and training to Commission members
- Promote the Principles of Conduct Against Prejudice and Racism
- Seek nominations and present the Omar Bonderud Award

#### **ACCOMPLISHMENTS**

The Commission completed five of the six goals it established as its work plan for 1995. A description of our activities as they relate to the established goals follows.

#### 1. Mediation of complaints

During 1995 members of the Commission resumed mediating discrimination complaints. For a few years prior to 1995 there were no Commissioners who were certified mediators and the Commission contracted with West Suburban Mediation Center to provide this service. In November of 1994 three Commissioners attended 30 hours of certified mediation training. The Commission updated its mediation administrative procedures and the three members began mediating complaints in May of this year.

Persons may use the Commission's mediation services if they feel they have been a victim of discrimination as defined by the Minnesota Human Rights Act and if the alleged discriminatory act took place in the City of Bloomington. The purpose of mediation is for the parties to attempt to come to a mutually acceptable agreement to resolve the issue. Commissioners mediated 4 complaints during 1995. In 2 cases the Respondent's offers were not acceptable to the Grievant; in another case the Respondent refused to enter into mediation; and, in the final case, the Grievant's demands were not acceptable to the Respondent.

The Commissions' trained mediators are Larry Haqq, Kirk Wetzlich and Robbie Zanko. All attended an additional six hours of certified training in September to

maintain their status as active mediators. This training was sponsored by the Minnesota League of Human Rights Commissions.

#### 2. Work with the School District on a racial harassment policy

In response to several reports of racial harassment against students in the Bloomington schools, the Commission formed a Racial Harassment Task Force in 1994. The work of the task force continued into 1995. The Task Force became a subcommittee of the School District's Inclusive Education Committee and recommended revisions to an existing harassment policy to address the concerns. The changes were presented to the full committee and then to the School Board. The revised policy was adopted by the Board.

#### 3. Work with the School District to develop a hate crimes workshop

The Commission, in conjunction with the School District, made two attempts to present a hate crimes workshop, once at each of the high schools. Various circumstances precluded the events from occurring.

#### 4. Provide education and training to Commission members

An extensive training schedule was adopted by the Commission to educate the members on issues relating to civil rights. There were two components to the training: issues relating to the Minnesota Human Rights Act and in-depth workshops on the topics of fair housing and hate crimes.

The first component consisted of quarterly educational sessions presented by the Minnesota Department of Human Rights at the Bloomington City Hall. Bloomington is the only local Commission for whom the Department agreed to dedicate the staff time necessary to prepare and present this type of training. Commissioners from the neighboring cities of Richfield, Edina and Eden Prairie were invited to participate and several joined us for the sessions. The four topics presented were:

- Introduction to the State Human Rights Department and an overview of the Minnesota Human Rights Act;
- Employment discrimination, particularly on the basis of Race;
- Housing discrimination, particularly on the basis of public assistance; and
- Public accommodations discrimination, particularly on the basis of disability.

The second training component consisted of two workshops presented in place of regular Commission meetings. The first occurred in February. The Commission's guest speaker was Mr. John Edwards, a Special Agent of the Minnesota Bureau of Criminal Apprehension. His topic was "Hate Crimes in a Multicultural Society". Mr. Edwards defined bias-motivated crimes, provided statistics regarding the perpetrators

and victims of these crimes and discussed suggestions for preventing hate crimes. The second workshop took place in April and was presented by Jaime Pedraza, director of HUD's Fair Housing and Equal Opportunity Office in Minnesota. Ms. Pedraza described the protections offered by federal fair housing legislation and discussed procedures used by HUD to resolve complaints.

#### 5. Promote the Principles of Conduct Against Prejudice and Racism

In March of 1994 the City Council approved the Commission's request to present the Principles of Conduct Against Prejudice and Racism to organizations in our community. The Principles ask us to look at our own attitudes and behavior and commit to change in order to break the cycle of misunderstanding, prejudice and racism. Commissioners discussed the Principles with five organizations in 1994.

Presentations continued in 1995. The Commission was invited and presented the Principles to the following organizations at various times during the year:

- Association of Bloomington Clergy
- Friends of Oxboro Library Board
- Bloomington Dialogue Group
- Social Justice Committee of St. Edwards Church (January 9, 1996)

#### 6. Seek nominations and present the Omar Bonderud Award

The Commission reviewed and updated the application and selection procedures for the Omar Bonderud Award. This award is presented by the Commission to a Bloomington resident, organization or corporation in recognition of their contributions to human rights in Bloomington. The award is named for the first Chair of the Commission.

The Commission sought nominees from many sources including churches and organizations and also placed nomination forms in the Chamber of Commerce's "Advantage Pak". Eleven nominations were received.

The Commission unanimously selected Yvonne Price, an advocate for persons with disabilities who has and continues to spend countless hours promoting human rights in our community. The Award was formally presented at the City Council meeting on December 4, 1995.

#### COMMUNITY INVOLVEMENT

Members of the Commission have individually and as representatives of the Commission contributed their time and energies to human rights activities in our community. Following is a list of some of these efforts.

- Commissioners accepted proclamations from the City Council and School Board honoring Dr. Martin Luther King, Jr., in conjunction with the King Holiday.
- At their invitation, the Chair of the Commission attended a Bloomington HRA neighborhood meeting where public housing issues were discussed.
- Two Commissioners played a major role in the multi-cultural project of the Bloomington Loves Its Kids Celebration and the Commission presented certificates of appreciation to all of the persons who worked on the project.
- Two members represented the Commission on the City's human services request for proposals review committee.
- A member of the Commission represents the City on SHeRPA.
- A member of the Commission is active in the National Association of Human Rights Workers and keeps the Commission informed on its activities.
- Several Commissioners serve on the School District's Inclusive Education Committee.
- A member of the Commission served as a director of the Minnesota League of Human Rights Commissions.
- A member represented the Commission at a meeting of the South Hennepin Anti-Racism Coalition.
- A Commissioner represented the Commission in two panel discussions presented by the Bloomington Residents and Churches Concerned for Social Action group.
- Two members attended the annual conference of the National Association of Human Rights Workers in September.
- One Commissioner attended the annual conference of the Minnesota League of Human Rights Commissions, also in September.
- Five Commissioners attended the annual conference of the Minnesota Department of Human Rights in December.
- Commissioners accepted proclamations from the City Council and School Board in honor of Human Rights Day.
- The Commission supported the efforts of the African American Parent Committee with a donation.
- The Commission invited speakers to its meetings to share information. These included:
  - Utako Tanigawa Hesse of the Japanese School in Bloomington;
  - Marion Helland of the Golden Valley Human Rights Commission;
  - Kathleen Hagen of the Minnesota Disability Law Center; and
  - Vernon Bellecourt, Andrew Favorite and Ed Lohnes of the American Indian Center.

### Stillwater Human Rights Commission Task Group

c/o St. Croix Area United Way P.O. Box 305 Stillwater, MN 55082 (612) 439-3838

January 13, 1995

Dear Friend,

Thank you for being willing to let us suggest your name to the Stillwater City Council as a possible member of the Human Rights Commission. We are quite hopeful that this will really come about as the current council seems open to the proposal, and has indicated its willingness to have a workshop on the subject within the next month or two.

We would like to invite you to an informational and educational event about the why, how, and what that would be involved in being a part of Stillwater's Human Rights Commission. We are providing this for all those who have indicated a willingness to serve if appointed as well as for any others who have an interest in this subject. It is being held on Thursday, February 2, at 4 p.m. at the First Presbyterian Church, 6201 Osgood Avenue North.

If you are able to come, we would like to hear from you. Please call Laurie at the United Way office, (439-3838). If you cannot come, but would like to be a part of the workshop we present to the City Council, let her know that, too, so we can let you know when that gets scheduled.

We look forward to the next steps in this exciting and important endeavor! Thank you for your part in it!

Sincerely,

The Stillwater Human Rights' Commission Task Group

P.S. Please invite anyone you know who may also be interested in attending..
It is important to demonstrate widespread support for the establishment of a local Human Rights Commission to our City Council and the community as a whole.

Glenna Bealka Karen Bergren Anita Cummings Sally Evert Pat Hanson Nancy Hof Marlene Kakaliouras Sheila Maybanks

Laurie Maher Ken Pedersen Louise Watson Mary Jo Weingarten November 28, 1995

TO:

Concerned Citizens of Jackson

FROM:

Jackson County Cultural Diversity Coalition
Human Rights Commission Task Force

We need your support to help Jackson join the growing number of cities and towns in Minnesota that have established Human Rights Commissions.

The purpose of a Human Rights Commission is to secure for all citizens equal opportunity in housing, employment, public services, public accommodation and education. Commissions act informally to eliminate discriminatory practices that are contrary to the public policies of the state. These policies secure freedom from discrimination in regards to race, color, creed, age, religion, national origin, sex, marital status, disability and public assistance.

An informal information meeting will be held in the near future to fully explain the role of a Human Rights Commission and answer questions. A committee will be selected to meet with the city council to request an ordinance establishing a Human Rights Commission in Jackson.

Please return the bottom portion of this letter to indicate your support of the establishment of a Human Rights Commission in Jackson. A return envelope is enclosed. Also included are sample brochures from several Human Rights Commissions already established in Minnesota.

If you have questions regarding establishing a Human Rights Commission, we will answer them at the upcoming information meeting or you may call Howard Bredesen at 847-3941 or Mort Ryweck, State Project Coordinator, at 612-376-0525.

Members of the Jackson	on Human Rights Co	mmission Task Force	
and Bracleson Howard Bredesen	Bob Charnecki	Jynn Wenger Lynn Wenger	Mossie Gertner
Please return this form	in the enclosed enve	elope to: Howard Brede	
Please return this form	in the enclosed enve	411 Bailey Stre	et
		411 Bailey Stro Jackson, MN	eet 56143
	the establishment of	411 Bailey Stre Jackson, MN a Human Rights Commi	et 56143 ssion in Jackson, MN.

January 2, 1996

TO:

Concerned Citizens of Jackson

FROM:

Jackson Human Rights Commission Task Force

As a community member who has shown an interest in establishing a Human Rights Commission in Jackson, we would like to invite you to an information / organization meeting on Tuesday, January 30, 1996 at 4:00 PM. This meeting will be at the United Methodist Church at 900 North Highway in Jackson.

Mort Ryweck, State Project Coordinator for The League of Minnesota Human Rights Commissions, will be at the meeting to present information on Human Rights Commissions, guidelines for organizing a local commission, and answer all of your questions.

At this meeting, we will be selecting a committee for a presentation to the mayor and city council members. This presentation will request authorization and legislation for organizing a local commission.

If you have any questions regarding this upcoming informational meeting, please call Howard Bredesen at 847-3941.

Respectfully,

Howard Bredesen

Howard Bredesen

Member of the Jackson Human Rights Commission Task Force

P. S. In case of snow, the meeting will be re-scheduled for Thursday, February 1, 1996, at the same time and place. If the Jackson schools are canceled due to the weather, the meeting will be postponed.

## **PLANNING**

- Calendar
- Action Sheet
- Checklist
- Basic Programming IdeasLMHRC Projects

### PLANNING CALENDAR - HUMAN RIGHTS COMMISSION

Committee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Community Relations												
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6-3-96				Plymouth Human	Rights Commis	on Rolling Cale	dar				1	
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	JUN	JUL	AUG	ŞEP	OCT	NOV	DEC	JAN	FEB	MAR	400	
HRC	6-6 (Thurs)	7-11 (Thurs) *					- RHY	- VCVI		mA2	APR	MAY
Meetings:	o o (muis)	/-!! (!nurs)	8-1 (Thurs)	9-5 (Thurs)	10-3 (Thurs)	11-7 (Thurs)	12-5 (Thurs)	1-2 (Thurs)	2-6 (Thurs)	3-6 (Thurs)	4-3 (Thurs)	5-1 (Thurs)
HRC	PHRC plan for	Plan for 1st Annual	PHRC role in	UDC M. III				1000				
Actions/	Sept Regional	PHRC Award	Autumn Arts Fair	HRC Mailing on Sept Regional	Review PHRC	Approve annual	Approve 1997		Submit request			
Events	HRC School		Automit Arts I all	HRC School	Award	report to City	Work Plan and		to CC for Plym.			
	Conference	PHRC Mailing	Review plan &	Conference	nominations &	Council on HRC	submit to City		to formally			
		requesting	roles for Sept.	Conference	select winner	activities & # of	Council		recognize			
	PHRC role in	nominations for	Regional School	9-26 (Thurs)	Daviday 1007	bias crimes			*Days of			
	Music in Plym. &	1st Annual PHRC	HRC Conference	Regional School	Develop 1997 PHRC Work	D. F. 163 BURG			Remembrance*		T	
	volunteers	Award			Plan	Refine '97 PHRC						
			Draft of forms &	TING COMETENCE	Pian	Work Plan						
	PHRC role in	Assignments for	report format for	9-18 (Wed) 10am							*************	
	National Night	National Night Out	PHRC Response	Presentation to								
	Out		Plan	Multi-Housing Grp-								
		Draft of Community		DPS Trng Room								
	Owner for	Education Plan	Select attendees	D. C Tring Room								
	Autumn Arts		for LMHRC	9 LMHRC								
	Fair		Annual meeting?	Anhual Meeting								7.4 (41.0) 5.44
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City	6-8 (Sat)	7-2 (Tues)Music	8-6 (Tues)	9-14 (Sat)		11-20 PHRC						
Events:	Kiwanas Club	In Plymouth	National Night	Autumn Arts		Award winner					4-13 thru 4-20	
		Concert	Out Program	Fair		presentation at		721120112			"Days of	
	4th graders at					City Council					Remembrance"	
	Oakwood Elem.	7-4 (Thurs) Parade	8-10 (Sat)			Meeting					(Holocaust)	
		in Hadley Hills	Plymouth History									
			Fest									
			8-24 (Sat) 4pm									
			Fire Prevention					(C				
	4		Education-3840						-			
			Glacier Lane						<del></del>			
City	6-5 & 6-19	7-10 & 7-24										
			8-7 & 8-21	9-4 & 9-18	10-2 & 10-16	11-6 & 11-20	12-4 & 12-18					
	Approval of	(vvednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)	(Wednesdays)					
	PHRC Response						Council approves					
	Plan on 6-19						& commends					
	riali oli d-13					W1000	PHRC for results					
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BOLD = PHE	RC Involvement											

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## 1996 PHRC PROJECT/EVENT LIST

May 28, 1996

DATE	PROJECT/EVENT	PHRC GOAL	PHRC ROLE	PHRC TASKS	OWNER
7-2-96	Music in Plymouth	Prevention/ Awareness	Support		Jeff
8-6-96	National Night Out	Prevention/ Awareness	Support		Gary
9-14-96	Autumn Arts Fair	Prevention/ Awareness	Support		
9-26-96	Regional School HRC Workshop	Prevention/ Awareness	Primary		Jackie/Ginny
11-20-96	Human Rights Award	Prevention/ Awareness	Primary		Laurie/Claudelle/ Gary
5-2-96	Hate/Bias Crime Response Plan	Prevention/ Intervention	Primary & Support		Gary/Claudelle
5-2-96	Mailing/Contact List	Prevention/ Intervention	Primary & Support		Laurie/
5-2-96	Community Education Plan	Prevention/ Awareness	Primary & Support		Jeff/
7-96	Conflict Resolution	Prevention/ Intervention	Primary & Support		

## PLYMOUTH HUMAN RIGHTS COMMISSION LIAISON

NETWORK/ COMMUNITY GROUPS

LIAISON RESPONSIBILITY

NETWORK/ COMMUNITY CONTACTS

**SCHOOLS** 

Jackie/Ginny/Mitzi

SOCIAL SERVICE AGENCIES

Mitzi/

**CLERGY** 

Ginny/Mort/

WORKPLACE & C of C

Gary/

FRATERNAL ORGANIZATIONS

HOUSING

LMHRC & City HRC's

Mitzi/

Marion Helland, Ed Lohnes, Mort Ryweck

**MEDIA** 

Jeff/

CITY GOVERNMENT

Gary/Kathy

Joy Tierney, Tim Wold, Craig Gerdes

NEIGHBORHOOD WATCH

Gary/

Sara Cwayna,

#### LIAISON RESPONSIBILITIES

- 1. Determine entities to be included on mailing list and in Community Support Network
- 2. Get a brief description of entity function or purpose.
- 3. Contact entity:
  - a. Describe PHRC's purpose and strategies.
  - b. Confirm entity function or purpose
  - c. Describe Hate/Bias Crime Response Plan
  - d. Describe possible roles the entity may play in the Response Plan:
    - 1.) Accompany PHRC member to interview victims
    - 2.) Provide counseling or emotional support
    - 3.) Support community efforts to rally around victim
    - 4.) Act as "eyes and ears" for the victim, the community and PHRC
  - e. Describe PHRC community education/awareness efforts.
  - Solicit involvement of entity in Community Support Network and education programs
  - g. Obtain contact name and phone numbers (work & home).
  - h. Provide contact with your name and phone numbers as PHRC liaison.
  - i. Confirm involvement with a letter, copy of Response Plan and PHRC brochures.
- 4. Contact Laurie Levi to add entity and contact name to mailing list.
- Re-establish contact with entity by phone or letter at least once a year to ensure accuracy of information and verify willingness to continue in support network and education efforts.
- 6. Solicit involvement of the entity in PHRC community awareness projects.
- 7. If a bias or hate crime occurs and the victim wants support, initiate a call to the entity contact person, describe the incident, ask the contact to accompany a PHRC member when interviewing the victim. Send a follow-up thank-you letter to the contact person and solicit feedback about the incident and the Response Plan process.

### PROJECT/LIAISON COORDINATION

## COMMUNITY NETWORKS

PROJECTS	Schools	Social Services Agencies	Clergy	Workplace & Chamber of Commerce	Housing	LMHRC & Other City HRC's	Fraternal Organizations	Media	City Government
Music in Plymouth									
National Night Out					X			X	X
Autumn Arts Fair								x	
Regional School HRC Workshop	X					X		X	X
Human Rights Award	X	×	X	×	X	×	X	X	×
Bias/Hate Crime Response Plan	Χ	X	X	×	X	X	×	X	X
Community Education Plan	X	X	X	x	X	X	X	X	×

#### PHRC Community Education Plan

- 1. Purpose: What is it that we're trying to do? Why are we doing it?
- 2. Who are we directing it toward? Who is the audience?
- 3. How are we going to do it? (media, methods, etc.)
  - -letters
  - -articles
  - -brochures
  - -skits
  - -cable TV
  - -speakers
  - -presentations
  - -posters
  - -handouts
- 4. When will we employ it?
  - -regularly scheduled
  - -event based
  - -emergencies
- 5. Where will it be employed?
  - -primarily Plymouth & Wayzata
  - -churches
  - -schools
  - -workplace
  - -agencies

This manual was compiled to help answer the question, "What can our Human Rights Commission do besides the No-Fault Grievance Process?" We hope to share the ideas and experiences of local Human Rights commissions which have been involved in activities in addition to grievance resolution, including public education concerning human rights laws, advising local government, and advocacy.

Each module included here describes a type of activity and provides examples of how that activity has been carried out in various communities, along with advice from those who have tried them. Where possible, estimated costs and time required for a project have been listed. There are also suggested resources for developing your expertise.

We are careful in this manual to focus on human rights activities, as opposed to human services such as economic development, feeding the poor, treatment for substance abusers, assistance for battered spouses, and other such programs which serve important needs, but which are attended to by others. We believe that Human Rights commissions should clearly focus on fighting illegal discrimination, and enhancing the rights of all groups of people defined in the law (MS 363) as belonging to a "protected class." These are tasks that, if Human Rights Commissions don't do them, no one else will.

The ideas contained in this manual are not exhaustive, nor are the procedures described necessarily appropriate for every community. We encourage you to use this information as a guide and as a springboard for developing your own ideas, goals, and procedures. Remember that you know how things work in your community; adapt these ideas so that they will work in your own situation.

Don't assume you have to be an expert before you try a new project. Experience has shown that usually people <u>develop</u> expertise <u>after</u> they start a project. Use the resources listed, ask questions, and find ways of developing the expertise you need as you go along.

Finally, we encourage you to contribute to this manual. We hope this will be an ever-expanding collection of ideas, as more and more local human rights groups become active. Share your experiences by writing to us.

#### HUMAN RIGHTS COMMISSION'S

# HRC - DO

#### DEVELOPMENT OPTIONS

MODULE A: WORKING WITH LOCAL SCHOOL DISTRICTS

ACTIVITIES

MATERIALS

MODULE B: ASSESSMENT AND MONITORING

MONITORING ACCESSIBILITY

MONITORING EMPLOYMENT PRACTICES IN CITY GOVERNMENT

MONITORING ZONING PRACTICES

MODULE C: HUMAN RIGHTS AWARDS

CONSIDERATIONS

TIMELINE

MODULE D: ORGANIZING FOR NO-FAULT

MODULE E: USING CABLE TV

## Human Rights Commission Action Plan Worksheet

Committee	Date				
A. GOAL:					
(What's to be done?)					
B. <b>TASKS:</b> 1					
(How should we do it?) 2.					
3					
4					
• Who will do what?					
• Where will it happen?					
The state of the s	s Emily 1				
• When will this happen (start, on-going	g, end)				
9					
• What <b>special resources</b> are needed? (	People? Materials? Money?)				

### CHECKLIST FOR EFFECTIVE HRC ACTIVITIES

- 1. Issue/task referred to contact person on appropriate committee
- 2. Task force meeting called
- 3. Chairperson appointed
- 4. Problem or task defined Strategy for action determined
- 5. Timeline/deadline established Goals and objectives determined Outside resources brought in
- 6. Written report on recommended action submitted to:
  - a. HRC, if approved, then submitted to:
    - b. City Council

#### HRC-DO QUESTIONNAIRE

Think of some project your local Human Rights Commission has recently done, or which you think it might do soon.

- 1. NAME that project here:
- 2. What is the project's MAIN GOAL?
- 3. Are there any SUBORDINATE GOALS which it might also achieve?
- 4. What kind of KNOWLEDGE or EXPERTISE is required for this project?
  - A. Knowledge of:
  - B. Knowledge of:
  - C. etc.
- 5. WHERE or HOW can this expertise be gained?
- 6. What MATERIALS will be needed for this project?
- 7. What might be the overall COST of the project?

In money?

In time?

- 8. HOW LONG should the project take? Describe its time frame:
- 9. Do you know of anyone experienced with this project who could be contacted for advice?
- 10. Would you like HRC-DO to develop this project into a Module for sharing with other commissions? If so, please fill in the following:

NAME:

COMMISSION:

ADDRESS:

PHONE:

11. What other module(s) would you especially like to see developed?

### Some Basic Programming Ideas and Approaches for Human Rights Commissions

### 1. Development of Mailing List of Community Leaders:

Each Commission needs a systematic outreach to its community's leaders, at least two mailings a year. One of the best ways to do this is by compiling a comprehensive mailing list of community leaders.

The list should include all clergy, city council members, and other key city officials; school, board members, all principals (public and private), and diversity and Human Resource Coordinators.; service and fraternal organization presidents (i.e. Rotary, Lions, Elks, Masons, Kiwanis, Knights of Columbus); veterans' groups; Chamber of Commerce President and director, and presidents of the 5-10 major business firms; labor union leaders; university and college presidents; and civic, civil rights and non-profit organization presidents and directors.

This comprehensive list of several hundred leadership names and addresses can be compiled with help from your city (they will already have much of this information). Some cities publish their own directory containing many of these key persons; the Clergy Association Chamber of Commerce, your library director, and your local phone directory are also good sources. Several Commission members should work on this list, but one person should take responsibility for coordinating this effort, and keeping the list up to date, and making necessary changes by following the local papers and other sources of new position announcements.

Possible sample mailings over several years: Your Commission's brochure, major meeting notices announcing events such as your Human Rights Award, multi-cultural events, Martin Luther King Jr. commemoration, Cinco de Mayo, annual meeting, our original set of Human Rights posters, or the new ones being printed in March, etc.

- 2. <u>Community Outreach</u> besides your occasional mailings to community leaders, key persons in the community should be met with on a <u>personal basis</u> at least once a year, to exchange programming ideas and concerns with them. These key leaders should include the Police Chief, School Superintendent, President of the Clergy Association, head of the Chamber of Commerce, groups of color, etc. Assign Commission responsibility for these contacts. Some of these persons could be invited to a Board meeting to meet with the entire Commission to further solidify relations with them.
- 3. <u>Community Assessment</u> of Human Rights in your city or county. This provides an opportunity to meet with a variety of community leaders to obtain the pulse of human rights in the community you serve, examining schools, employment, housing, etc. After the assessment is concluded, prioritize the recommendations and begin to implement them.
- 4. Calendarize programs so that you have 2 3 major events a year to work towards, plan for and implement.
- 5. <u>Co-sponsor</u> major community events with other groups to <u>maximize outreach and impact</u>. Logical co-sponsors are the school system, the Chamber of Commerce, or major business firms, the Clergy Association, or major service and fraternal organizations. Sharing one of the monthly programs with a major membership organization, on their premises, is a way of assuring good attendance and reaching citizens who ordinarily are not interested in going to human rights meetings. This is strategic programming, and should have top priority in our efforts.
- 6. Develop a hate crimes response network plan in your community. Precede it with a public meeting on hate crimes. We have excellent model response plans from Roseville, Brooklyn Park and Eden Prairie, and from the League.
- 7. Develop criteria for an annual Human Rights Award Presentation. A number of Commissions do this annually. We should always recognize outstanding individuals and organizations.

- 8. Develop Human Rights Task Forces within your schools with cooperation of Superintendent, principals, and students. Marion Helland, a professional educator and leader in our Golden Valley H. R. Commission, can be especially helpful in this area.
- 9. Show, publicize and make available to other groups, KTCA-TV's video tapes and discussion guide on Minnesota's four major groups of color. This can be an excellent series of 4 programs for any organization.
- 10. We also have videotapes of several of our hate crimes workshops held throughout the state during 1994. The initial 20 30 minutes are sufficient to trigger your own discussion or local panel.
- 11. Organize community discussion groups on race relations for congregations, schools, libraries, etc. Most persons seldom discuss race relations in a positive setting. We have a discussion guide to help facilitators.
- 12. Organize community diversity dinners or events for congregations, service and fraternal organizations, etc.
- 13. Arrange a program on the Americans With Disabilities Act with schools, Chamber of Commerce, or city department heads and key staff.
- 14. Publicize your Commission's work and concerns through publicity in city newsletter, or monthly or quarterly cable TV show, or through occasional notices sent out with city announcements or bills.
- 15. Promote city staff/police/fire department community relations and diversity training. "A World of Difference" could help with this.
- 16. Eden Prairie and Willmar have had "Celebrations of Color" programs to promote harmony, understanding and friendship. Music, presentation, candles, etc have been a part of evenings.
- 17. Use the arts to educate about human differences and similarities and cultures ... theater, drama, music, dance.
- 18. Continue the LMHRC Pledge Campaign. It identifies interested persons and helps build up your mailing list.
- 19. Monitor employment and housing equality practices.
- 20. Remember, select two or three major programs for the year, calendarize them, and seek co-sponsors whenever possible, to maximize your outreach and impact. Continue to approach and work with different groups in the community, preferably at their meetings and on their premises.

The League of Minnesota Human Rights Commissions is prepared to help you implement the programs you decide upon, and to suggest resources that can be useful to you.

We, of course, always welcome your program ideas and flyers to share with other Commissions. Please communicate with Mort Ryweck (612-374-5580) State Project Coordinator for the League, if you have any further program ideas you would like to share with other Commissions. Thank you very much.

The League of Minnesota Human Rights Commissions 4221 Lake Road Avenue Robbinsdale, MN 55427

### RECENT LMHRC PROJECTS AND ACCOMPLISHMENTS

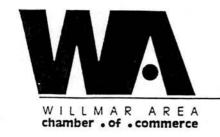
- Follow-up letter to Commissions in Albert Lea, Marshall, Moorhead, Willmar and Worthington re Chicano/Latino Task Force report on racism.
- Hate crimes/bias response workshops: "Mobilizing the Community to counter and prevent Bigotry and Hate Crimes" presented in nine regions throughout the state. Supported by police, local implementation plans were launched.
- · New Human Rights Commissions established throughout the state.
- Human Rights Poster Campaign continues with 4 new posters. More than 3000 posters have been distributed.
- Responses to bias incident attack on disabled man: met with Minneapolis Public Schools Dept. of School and Site Services and Metropolitan Regional Center for Deaf and Hard of Hearing People.
- · ADA updates by Kay Kramer.
- Letter commending President Clinton for suggesting non-stereotyping behavior after Oklahoma City bombing.
- LMHRC featured in an article in *Minnesota Cities* publication.
- · Sponsored 30-hour Mediation Training session for Commissioners.
- Mailed an education survey to 1800 educators. Follow-up in the works.
- Educators across the state have been invited to join in regional panels to discuss the formation of student human rights groups in the schools. Five meetings are scheduled for November. Additional meetings will be held in early spring.
- Resources created:
  - LMHRC brochure
  - Human Rights "Starter" brochure
  - Human Rights and Schools brochure
  - What Can Schools Do? brochure
  - Poster/Essay Project Model
  - Bias-hate Crimes Packet
  - Basic Programming Ideas and Approaches for Human Rights Commissions
  - American Indian Bibliography
  - List of Human Rights Organizations and Agencies

### SELECTING ACTIVITIES

### Examples: • Awards

- Materials for Schools

- Community Events
  Essay Contests
  Distributing Posters



9.0. BOX 287
WILLMAR, MINNESOTA 56201
phone 612 • 235 • 0300
fax 612 • 231 • 1948



### Willmar Area Chamber of Commerce Cultural Diversity Award

The Willmar Area Chamber of Commerce will present its first Cultural Diversity Award at its 1995-96 Annual Banquet, February 3, 1996.

The Cultural Diversity Award will be given to the business or individual who, in the view of the selection committee, has made the most significant contribution to achieving greater business and community strength and enrichment through activities related to growing diversity in the Willmar Area.

All are invited to submit nominations for the award. The committee will consider submitted nominations as well as any other individuals who the committee views as deserving. The committee will consist of members of the Chamber of Commerce, City of Willmar, Hispanic Alliance of Willmar and Willmar's Minority Advisory Committee. Should members of the selection committee themselves be nominated, they will be asked to excuse themselves during their consideration as nominees.

By presenting the Cultural Diversity Award, the Chamber hopes to reinforce its commitment to providing equal opportunity for all races and faith and its resolve that a diverse population will contribute to the social, economic, cultural growth and well-being of our community. Nominees will be evaluated on the basis of their commitment to, and effectiveness in, accomplishing positive change in the climate for cultural diversity in the Willmar Area.

Nominations may be submitted by obtaining the necessary form from the Chamber office at 518 West Litchfield Avenue in Willmar. Forms should be returned to Cultural Diversity Award, Willmar Area Chamber of Commerce, P.O. Box 287, Willmar, MN 56201 by January 15, 1994.

#### CULTURAL DIVERSITY STATEMENT

The Willmar Area Chamber of Commerce is committed to fostering and building a culture in which diversity is valued...a culture in which people care, are accepted, and where individual differences are respected among citizens, businesses, employees, and individuals. We strive to be an organization that supports people who are diverse in gender, race, ethnic origin, physical and mental abilities, religious beliefs and differing lifestyles.

#### DIVERSITY IS

The vast array of physical and cultural characteristics and differences that make up the spectrum of human beings.

Name (and phone number) of nominees:	
Nominee's current and past affiliations (business, serv	
Nominee's accomplishments in advancing cultural divinformation if necessary):	versity (please attach additional
<del></del>	The state of the s
	W .
Submitted by:	
Phone number(s):	
Affiliations (work, volunteer):	
Would you be willing to be interviewed by the comm	nittee about the nominee's qualifications?
Yes	No
Other businesses/individuals in the Willmar Area wh consideration for the Cultural Diversity Award:	o you feel would be worthy of

Please return by January 15, 1996, to Cultural Diversity Award, Willmar Area Chamber of Commerce, P.O. Box 287, Willmar, MN 56201.

### FIRST ANNUAL PLYMOUTH HUMAN RIGHTS AWARD NOMINATION GUIDELINES

### **GOAL**

The goal of the Plymouth Human Rights Award is to recognize volunteer activity of a Plymouth individual, group, and/or business that has made an outstanding contribution to the promotion of understanding and cooperation between people of different backgrounds.

### **ELIGIBILITY**

- 1. The nominee shall be an individual who lives/has lived in Plymouth during 1996, or a group or business whose activity or service area has included Plymouth in 1996.
- 2. The nominee's activities proposed for recognition should be related to improved understanding in the areas of race, religion, gender, national origin, marital status, disability, age, sexual orientation or family status.
- 3. The nominee's services must be either voluntary or above-and-beyond a paid employee's usual job responsibilities.
- 4. Members of the Plymouth Human Rights Commission are not eligible for the award while serving on the Commission.

### NOMINATION PROCESS

Nominations may be submitted by either an individual or an organization, (for example, a club, a social agency, a unit of government, a church, a school or a business).

Nominations are preferred on the attached nomination form, but may be submitted as letters, no more than two pages in length.

Nominations should be addressed to:

Plymouth Human Rights Commission Plymouth City Center 3400 Plymouth Boulevard Plymouth, MN 55447

Nominations must be received no later than Friday, October 23, 1996. The individual/organization submitting the nomination must designate a contact person and a phone number.

#### SELECTION

The winner will be selected by a panel of judges familiar with the challenges and needs in understanding issues of race, religion, gender, national origin, marital status, disability, age, sexual orientation or family status.

The selection panel will give added weight to activities of a nominee that have occurred over an extended period of time, at least part of which took place during 1996, and that have had a significant impact on an affected group.

### RECOGNITION

This award will be presented at the City Council Meeting to be held on Wednesday night, November 20, 1996, in the City Council Chambers.

The winner's name will be inscribed on a plaque that will be on permanent display at the Plymouth City Center. In addition, the winner will receive a replica of the plaque on display with his/her name inscribed on it.

### QUESTIONS

Questions may be directed to <u>(Human Rights Commission Member??)</u> at <u>123-4567??</u>, or Kathy Lueckert, Assistant City Manager at the Plymouth City Offices, 509-5000.

### 1996 PLYMOUTH HUMAN RIGHTS AWARD NOMINATION FORM

Address of nominee:	
Phone numbers (if known): Home	Daytime
**************	***********
Please describe the activities that qualify the noming Human Rights Award. Include the paid occupation time over which the volunteer activities occurred (Write on the back of this page or attach a separate	on of the nominee, (if any), the period of and their impact on our community.
*************	***********
Name of person/group making nomination:	
Contact person:	
Contact person's address and phone numbers:	

Plymouth Human Rights Commission Plymouth City Center 3400 Plymouth Road Plymouth, MN 55447

### FOR IMMEDIATE RELEASE

Nominations are now being accepted by the Human Rights Commission for the Plymouth Human Rights Award. On Wednesday evening, November 20, 1996, at the City Council Meeting, an individual or group of individuals will be honored as Plymouth's first recipient of the Plymouth Human Rights Award. Throughout Plymouth there are individuals working to build a community that fosters fair and equal treatment of individuals in all aspects of life. The good work of these individuals often goes unrecognized outside their circle of friends, coworkers and neighbors. We want to identify these crusaders and recognize and support them in their efforts to promote understanding and acceptance of people of different backgrounds.

Nomination forms can be obtained by calling the Plymouth City Center at 509-5000. Nomination forms must be returned by Friday, October 23, 1996 to:

Human Rights Commission Plymouth City Center 3400 Plymouth Road Plymouth, MN 55447

###

June 21, 1996

(Church/Synagogue) (Address) (City/State/Zip)

Dear Pastor/Rabbi:

We are pleased to announce that the Human Rights Commission will present its First Annual Plymouth Human Rights Award at the City Council Meeting on Wednesday evening, November 20, 1996 at the City Council Chambers.

The purpose of this award is to recognize a Plymouth individual or group that has made an outstanding contribution to the promotion of fair and equal treatment of individuals in all aspects of life. These people who foster understanding and cooperation between people of different backgrounds often go unnoticed.

Your help is needed to promote this award and bring forward groups or individuals deserving recognition. Please share this information with members of your organization and publicize the award through your mailings and communications.

A nomination form and guidelines are included for your convenience. Nomination forms must be returned by **Friday**, **October 23**, **1996** to the Human Rights Commission, Plymouth City Center, 3400 Plymouth Road, Plymouth, MN 55447.

We hope you will join us in this effort to recognize the accomplishments of our fellow Plymouth residents in making our community a better place to live, work and worship. Thank you for your interest and cooperation.

Sincerely,

Laurie Levi Plymouth Human Rights Commission

Attachments: PHRC Award Guidelines and Nomination Form

June 21, 1996

(Organization) (Contact) (Address) (City/State/Zip)

Dear (salutation):

We are pleased to announce that the Human Rights Commission will present its First Annual Plymouth Human Rights Award at the City Council Meeting on Wednesday evening, November 20, 1996 at the City Council Chambers.

The purpose of this award is to recognize a Plymouth individual or group that has made an outstanding contribution to the promotion of fair and equal treatment of individuals in all aspects of life. These people who foster understanding and cooperation between people of different backgrounds often go unnoticed.

Your help is needed to promote this award and bring forward groups or individuals deserving recognition. Please share this information with members of your organization and publicize the award through your organization's mailings and communications.

A nomination form and guidelines are included for your convenience. Nomination forms must be returned by **Friday**, **October 23**, **1996** to the Human Rights Commission, Plymouth City Center, 3400 Plymouth Road, Plymouth, MN 55447.

We hope you will join us in this effort to recognize the accomplishments of our fellow Plymouth residents in making our community a better place to live, work and worship. Thank you for your interest and cooperation.

Sincerely,

Laurie Levi Plymouth Human Rights Commission

Attachment: PHRC Award Guidelines and Nomination Form

## FACES & PLACES

### Activist Jackson to receive Eden Prairie rights award

When **William Jackson** was growing up near Phenix City, Ala., there were two ways of doing things — "a white way and a black way."

"We [blacks] were a separate society there," Jackson said. "We behaved in a way that was calm and peaceful, but it [the segregation] was wrong."

The images of separatism and doors marked "Black" and "White" stayed in Jackson's mind, and the young man vowed to do whatever he could "to make a difference and alleviate the wrongdoing."

Tomorrow, he will be honored for his work with the 1995 Human Rights Award from the City of Eden Prairie in ceremonies at 6:30 p.m. at the Eden Prairie City Center. Sharon Beth Lane, a family crisis worker in St. Paul and 1987

### Helping out

graduate of Eden Prairie High School, will be cited for her work with youth and families of diverse backgrounds in the United States and Kenya.

The Human Rights Award is given annually to an individual, group or business whose activity or service to the community has made an "outstanding contribution to promoting understanding and cooperation among people of different backgrounds."

Jackson has served as chairman of the city's Human Rights and Diversity Commission, helped organize the annual Dr. Martin Luther King Jr. Celebration and worked at refining and implementing the city's manifesto that says Eden Prairie residents, business owners, clergy and civic leaders will "open their doors to people of diverse backgrounds."

"As part of [the manifesto], we are intolerant of intolerance," he said.

Jackson also speaks at forums and workshops on hate crimes and improving police/community relations and has served as a statetrained mediator in heading off discrimination disputes.

"I have a sense of pride in giving to the community and being of service to others," he said. "In the back of my mind is the sense that I've seen a lot of injustice perpetrated on people over the years. It's good to be in a position to make a difference — to change things."

He also talks about race and diversity issues to students at local schools. "Although I can tell some of the anguish on their faces, and I can see in their expressions that they know it was wrong [discrimination], those are some of the experiences I can share with them and I get a great deal out of doing it," he said.

Jackson attributes some of the inspiration for his human rights work to a brush with the Rev. Martin Luther King Jr. during college days in Birmingham.

"I got to know his brother, George King, very well. He was athletic director and football coach at the college. I got to meet him [Martin Luther King Jr.], and sometimes we'd see him at his church in Montgomery. All of those early experiences caused me

to take a special interest in human rights when I moved to Eden Prairie."

Jackson is hard at work on Eden Prairie's Senior Issues Task Force, looking into what kinds of services the city should provide for seniors that "would make our city more senior citizen-friendly," he said.

Jackson is available to speak at schools or community organizations and can be reached through the City of Eden Prairie at 949-8300.

- Karen Gail Jostad

To contribute to this column, write to Helping Out, Star Tribune, 425 Portland Avenue, Minneapolis, MN 55488.



to

for

Many long years of devoting your heart and soul to making this world a better place through your efforts by promoting human rights and the greatest good for all people.



Mary Rohr of St. Louis Park took this photo last year and was the winner of the Diversity Photo Contest. (Submitted Photo)

# Entrants needed for local Diversity Photo Contest

### Entry deadline will be in October

By Heather Gay Staff Writer

A section featuring St. Louis Park in one of the local daily newspapers last year spurred the St. Louis Park Human Rights Commission to start a photo contest celebrating diversity.

The story stressed how St. Louis Park was a diverse community, but none of the photos that went with the story showed any kind of diversity, said Linda Mack Ross, chair of the commission.

"The photos used made us look like we were a white community," she said. St. Louis Park is anything but that, she said. "I was concerned and so were other commission members."

Ross said it turned out that the city has a picture library, albeit a small one.

So she said the Human Rights Commission wanted it expanded, and especially to include all the people of the community.

So last year the Diversity Photo Contest was started.

It was a last-minute idea so only high school students in the community were invited to submit photos. 'We want pictures to be able to show all we have here.'

-Linda Mack Ross

But this year it's being expanded to include anyone from St. Louis Park, Ross said

It's important for people to remember that diversity includes ethnic, cultural, religious, people with disabilities, age, and gender differences, Ross said

"We want pictures to be able to show all we have here," she said.

Ross said photos are preferred to be candid, and not staged.

The only other criteria is that the locale of the photos be St. Louis Park.

"I think it's a nice way to be aware of diversity," Ross said.

The deadline for photos is Oct. 1, 1996.

Photos will be judged within age group categories: eighth grade and under, ninth through 12th grade, and adult.

Submit photos to Wally Wysopal at St. Louis Park City Hall, where entry blanks are available.

### December 16, 1995

To:

Principals

Robbinsdale Area Schools

From:

Golden Valley Human Rights Commission, Education Committee

The Human Rights Commission of Golden Valley is completing its 30th year of work in the community. Golden Valley was one of the first suburbs to appoint a Human Rights Commission and was the first city in the country to sponsor an annual Black History celebration.

In keeping with its proactive role, the Education Committee of the Commission submits the enclosed materials for potential use in each school. The bookmarks are intended for all staff members.

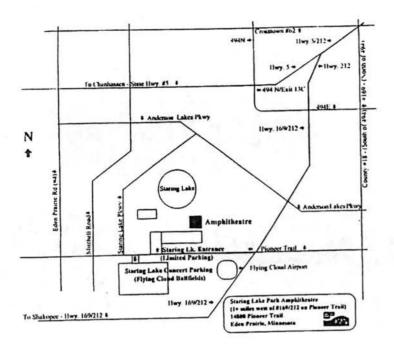
Among the goals and objectives of the Education Committee of the Commission are the following:

- To educate and inform the citizens of Golden Valley relative to human rights, cultural diversity and discrimination by developing and distributing the HRC brochure, video and other materials.
- To serve as a catalyst for a better understanding and appreciation of the various cultures, their histories and contributions to society by providing educational materials.
- To provide educational information regarding multicultural diversity to Golden Valley citizens, schools and churches.

Please inform the committee if additional resources are needed and if we can be of service.

Education Committee Members,

Janet Heidinger, Marion Helland, Sondra Kelly, Ann Rzeszutko



Staring Lake Park Amphitheatre is located 1+ miles west of #169/212 on Pioneer Trail (County Road 1) across from Flying Cloud Airport.

Parking is available at the park and across from the park at the Flying Cloud ballfields.

For more information call: 949-8452 (TDD: 949-8399)

Sponsored by the City of Eden Prairie Arts Commission, Human Rights & Diversity Commission, the Parks, Recreation and Facilities Department, and the Eden Prairie Chamber of Commerce.







Sunday August 20, 1995 4:00 - 8:00 p.m.

Staring Lake Amphitheatre
Staring Lake Park
14800 Pioneer Trail
Eden Prairie, MN

Celebrate the Unique Composition of Our Community Through Great Food and Free Entertainment



### ntertainment

### 4:00 – 4:30 p.m. Rhinestone Rockettes

A non-profit senior citizen dance troupe. The group, ranging in age from 55 to 85, feature tap and production numbers.

### 4:40 – 5:20 p.m. Windjammers Variety Band

Performs an assortment of music, including polka, waltz, country, top-forty, jazz and show tunes. One of its members performed in 1989 at the International Very Special Arts Festival in Washington, D.C. Minnesota's branch of VA promotes quality, accessible arts experience for people with all types of disabilities.

### 5:30 – 6:10 p.m. Mixashawn

Presents Native American musical styles through traditional American Indian flutes, drums, and various other percussion and wind instruments.

### 6:20 – 7:00 p.m. Canku Luta Drum Group

A tribal song and dance group that use diverse costumes. They received their name in a "name ceremony". It means "Red Road — Path of Life". The group is made up of young people from the Twin Cities area.

7:00 – 7:05 p.m. Recognition of Eden Prairie Lioness Club

### 7:10 – 8:10 p.m. Minneapolis Gospel Sound

Musicians and vocalists of Minneapolis Gospel Sound are committed to bringing the soul-stirring music and message of Gospel to general audiences around the nation.

# Taste on the DPARE



Gyros, Rice Krispie Bars, Cookies



Mr. Misty Slush, Dilly Bars



Pizza

金城 飯店 GREAT MANDARIN CHINESE RESTAURANT & LOUINGE



Egg Rolls, Lemon Chicken, Fried Rice, Chicken Wings, Cream Cheese Wonton



Pork sandwiches, Chop Beef Sandwiches, Ribs, Potato Salad. Cole Slaw

Sisinni Food Service and TLC Cafe & Catering

Ravioli with Red Sauce.

Foccacia Sandwiches,



Brats, Fresh Fruit, Cheese Cake

Garden



Ribs, Steak Kabobs, Smoked BBQ Shrimp

### All participants win in city essay contest

by Chris Slater

While thoughts of junior high school students might usually concern video games, talking on the phone and watching television, the Roseville Human Rights Commission and Roseville area schools recently used their annual essay contest to get students to think about the many important human rights issues society faces.

The theme of the annual contest is to have students answer a question concerning human rights. The commission views the contest as an opportunity to get students to consider such as like racism and sexism. Issues that many adults in society shy away from.

"It's a good opportunity to get young people to think about and reflect on these important issues," said Dave Norrgard, who is on the commission and helped organize the contest this year.

Seventh and eighth graders who live or attend school in Roseville were eligible to participate in the contest, and the commission received about 140 entries. "We're happy with the number of responses," Norrgard said. "We had 140 young people who took the time to address the issue. We think that's a good sign."

STUDENTS ANSWERED the question "How can you, as one individual, be an effective voice in overcoming the recent escalation of racial tensions, hate crimes, sexual harassment and gay and lesbian bashing occurring in our community and throughout the nation as a whole?"

The commission judged the essays on three criteria, according to commission member Jackie

Kozak. "It was a combination of understanding the question, providing a good answer and writing well," she said.

Each commission member scored the essays individually, and the scores were added together to determine first, second, and third place and honorable mention awards. "Judging the essays was very difficult," Norrgard said. "The top 20 submissions were very similar in quality." Kozak concurred, saying it was "tough to come to a decision. There were so many really good essays."

After the dust cleared, Brandon Peterson, an eighth-grader at Roseville Area Middle School (R.A.M.S.), won first place. "I think Brandon understood the question real well, and he realizes that as one person he can do something," said Kozak.

Brandon admitted he received school credit from his social studies teacher Lloyd Kornmann for the essay, but it is obvious his essay involves more thought than just an assingment might.

Brandon's essay centered on two areas where he thought society should focus. "The first step to this problem is education," he wrote. He emphasized educating people who are not involved in these types of problems, in order to prevent them from ever becoming involved. It's an idea that's very similar to what the commission is attempting to do, addressing the students before they become involved in such actions.

THE OTHER area Brandon emphasized in his essay was action, listing "Participating in contests such as this one," and suggesting an eighth-grader might "protest by writing letters to your senators and

representatives asking them to remember the Universal Declaration of Human Rights and the Bill of Rights that seem to have been forgotten."

"I was very impressed with Brandon and all the students," said Kornmann. "You'd be surprised at some of the powerful thinking that goes on in class. When these kids are motivated, they have tremendous capacities."

SO, HOW did Brandon react found out about the award? "I thought it was a joke when they told me I had won it," he said. When he found out it was no joke, he was pleased with the honor. "I was surprised when I found out. It was exciting."

The award also took Brandon's mom, Lea Ann, by surprise. "I thought it was a joke, too," she said. "We are absolutely delighted Brandon won."

Brandon finished just one point ahead of Paul Talbot, a seventh-grader at R.A.M.S. And Melanie Lo, a seventh-grader at St. John the Evangelist, earned third place. "The top three were so close," said Norrgard. "They were all well done."

The commission gave certificates of award to the top three finishers, plus \$50 for first place, \$35 for second and \$20 for third. The real reward, though, didn't involve the certificates or the prize money. "It made the students think about these issues," said Norrgard, "and hopefully it will affect their actions in daily life."

There may be strength in numbers, but the lesson Kommann hopes students learn is that they can make an impact on human rights on their own. "It's important that they make a difference as individuals," he said. "One person can make a difference."

### City of Golden Valley

December 30, 1994

For Immediate Release

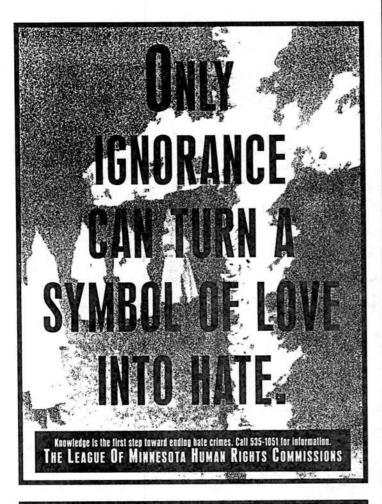
### Golden Valley Human Rights Commission Distributes Posters

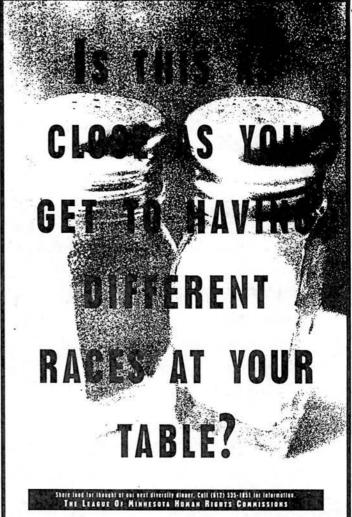
The Golden Valley Human Rights Commission has delivered challenging and creative posters on human rights issues to schools, religious institutions, non-profits, government agencies and offices. The posters deal with such issues as hate crimes, race relations, disability, age discrimination, and encouragement of diversity and integration.

The posters have been developed for the League of Minnesota Human Rights Commissions by a group of advertising specialists. Over 3,000 copies have been delivered by the League. Several new ones are being developed, pro bono, by advertising specialists focusing on positive elements of multicultural diversity, sexual harassment and disabilities discrimination. They will be ready for widespread distribution early in 1995.

A sheet outlining 10 program ideas to utilize and maximize the impact of the poster/ads is enclosed with each set. For further information call Marion Helland at 546-7469 or the League's State Project Coordinator, Mort Ryweck at 612-376-0525 or 535-1051.

The League of Minnesota Human Rights Commissions is a coalition of 50 local Human Rights Commissions which have been established by charter or ordinance in communities throughout Minnesota. It is the only private statewide organization directly concerned with all groups of people vulnerable to discrimination and bigotry due to their race, religion, nationality, age, sex, disability or sexual preference. More than 400 commissioners serve as volunteers, meeting monthly, to advise their respective communities on countering bigotry and developing a more positive and mutually respectful intergroup climate.





IF YOUTHINK NOOLE COLLEGE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

IF YOU DON'T THINK
AGE DISCRIMINATION
AFFECTS YOU,
WAIT AWHILE.

Odds are you'll feel the effects of age discrimination long before you feel old. Call \$35-1051 for information.

THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

Four challenging and creative <u>new</u> poster/ads on human rights issues have been developed by the League of Minnesota Human Rights Commissions. Each is 14 1/2 x 21 1/2 inches, and deals with such issues as the richness of Minnesota's ethnic diversity, disability discrimination, sexual orientation discrimination, and sexual harassment discrimination.

The posters are available at the following costs: \$4 each, or in quantities (sets of four dealing with the above themes): costs quoted <u>include</u> postage, handling and shipping.



\$14 for a set of four, or in any combination

\$26 for two sets(8 posters), or in any combination

\$36 for three sets (12 posters), or in any combination

\$44 for four sets (16 posters), or in any combination

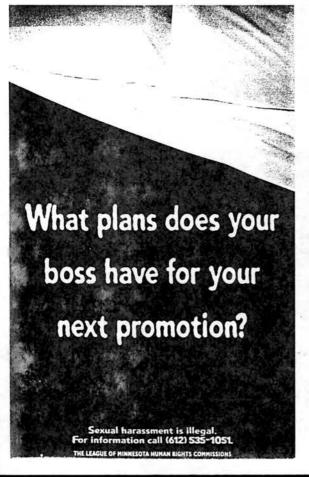
Checks should be made payable to the LMHRC (League of Minnesota Human Right Commissions), 1225 La Salle Avenue, # 303, Minneapolis, MN 55403.

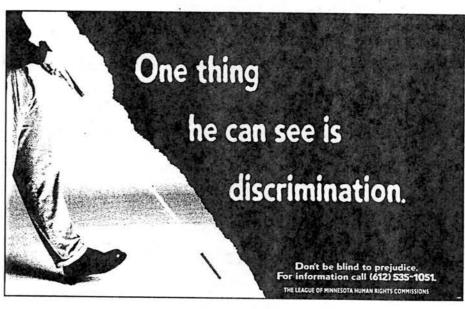
For further information, please call Mort Ryweck at 612-376-0525 or 612-535-1051.

### We've more to offer than our lakes.

A statewide natural resource of over 200 ethnic groups. For information call (612) 535-1051.

THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS







### Ten Ideas for Distribution of Poster/Ads on Human Rights Issues

- 1. Display posters in prominent places on your premises, such as cafeterias and heavily trafficked hallways and public areas.
- 2. Sponsor a series of educational programs, incorporating the themes of the posters. We can help you provide speakers and other helpful program resources to examine the issues raised by each poster.
- 3. Run each poster consecutively in the monthly bulletin or magazine of your company, congregation, school, agency or organization. This provides an opportunity to convey these challenging messages to your entire membership, or your employees. We can provide camera ready copies of each poster, letter size, eight and a half by eleven inches, at nominal cost.
- 4. Urge your state, regional and national affiliated publications to also run them.
- 5. Utilize the letter size enclosed sample copies of the posters for a mailing to other community groups, to sensitize and involve them in these issues.
- 6. Urge your local newspaper(s) to run the posters as a public service.
- 7. Your local TV station(s) should also be approached to run them as a public service.
- 8. The posters can also be displayed at bus shelters, on buses, and on billboard signs, often as a public service in many cities.
- 9. Ask your city, county and state government agencies to display and distribute the poster series at their branches, as well as at their main offices.
- 10. Run your own poster contest on human rights issues, and send us the best entry. We are seeking new ideas for next year. If we distribute your poster, it will receive statewide publicity and a \$100 savings bond as a token of our appreciation.

(Please share with us any other ideas you might have to maximize the impact and outreach of these challenging and provocative poster/ads. Thank you in advance.)

THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS 4221 Lake Road, Robbinsdale, MN 55422 Telephone (612) 535-1051

### **PUBLICIZING ACTIVITIES**

- Examples:
   Letters to editor

- Inserts in utility bills
  Articles in local newspapers
  Articles in city publications

### **Public Forum**

### Leaflets an affront to human rights

The anti-semitic pamphlets that were left on cars at five area churches on Dec. 12 continues to be a topic of debate in Marshall, Many reasons as to why this happened in our community have been offered. While all of these ideas may have value in the philosophical sense, the important fact to remember is that this is a hate crime aimed at the Jewish community. Haterelated crimes are a disease that is spreading across Minnesota as well as the

chitre nation.

The Marshall Human Rights Commission expresses regret that this happened in our community. We as a commission understand that work needs to be done to stop crimes of bias and prejudice in our community. The following quote from Charles Kuralt captures our thinking on this: "When will there be justice in America? When one who is not injured is as incensed as those who are injured." We are incensed by this incident and are motivated to increase our efforts in the human rights arena so that this type of incident will not happen here again.

> Chairperson Marshall Human Rights Commission

MARSHALL INDEPENDENT February 8, 1994

### Community action was proper

It is heartening to observe the response of some leaders in Marshall and elsewhere to the recent spate of anti-Semitic materials mailed and distributed sewhere to the recent spate of anti-semitte materials maned and distributed to Marshall citizens. Forthright public statements by the Revs. Mark Richardson of St. Stephen Lutheran Church, ELCA, and Randy Freund of the First Lutheran Church, ELCA; the Rev. William Green and Vestry Members of St. James Episcopal Church, the Rev. Jerry Meidl of Holy Redeemer Parish, the Rev. Molly Cox of the Minnesota Council of Churches; and Dan Stores, chairman of the Marshall Human Rights Commission all did Marshall Human Rights Commission Stores, chairman of the Marshall Human Rights Commission, all did Marshall proud. Our hat is off to them,

They, and also Sen. Paul Wellstone and the challenging editorial by the Independent, refused to make light of the vitriolic hate mail and literature recently targeting Marshall,

Raw hatred should never be trivialized nor ignored, as some few in the community were wont to do. Now the church and community leaders above, together with the schools and others of good will, can seize upon this "teachable moment" to examine the ugly history and consequences of anti-Semitism — by seminars and programs in the churchs and schools. We, and the Marshall Commission on Human Rights, stand ready to be of assistance to the control of the churchs and schools. the Marshall Commission on Human Rights, stand ready to be of assistance to those who want to examine the ancient hatred of anti-Semitism, which has been characterized by some social scientists as the "classic prejudice," as well as examining other forms of corrosive, extremist bigotry.

Morton W. Ryweck
Coordinator

Statewide Campaign Against Hate and Bigotry

League of Minnesota Human Rights Commissions.

### West Central Tribune — Willmar, Minnesota December, 1995

### **Public Forum**

### Resolve to not tolerate expressions of racism

To the Editor:

On behalf of the Willmar Human Rights Commission of the city of Willmar, I would like to thank the Tribune for publication of the editorial "Rooting out racism calls for exposure." In addition, thank you to those citizens of the area who wrote to express their disgust at the recent hate literature that was distributed by a Twin Cities group.

People are free to believe what they want. They are free to deliver their hate material under the cloak of darkness. They are free to interpret the Bible in whatever twisted manner serves their warped beliefs. They are even free to hide behind a pseudonym. They are not, however, free to act on those beliefs. That is discrimination.

It is the mission of the Willmar Human Rights Commission to assist the Minnesota Department of Human Rights in implementing the Minnesota State Act Against Discrimination. The Commission stands ready to assist those who are victims of discrimination.

It is also the mission of the Commission to facilitate equal opportunity and to improve human relations for all people in the City of Willmar. As a New Year's resolution, I urge all Willmar residents to resolve that the expression of racist beliefs in their presence will not be tolerated.

Stephen N. Enockson, Chair Willmar Human Rights Commission

### **Eden Prairie News**

December 31, 1992

De egaspas et il sur il om 6.30 fo egationally land replaced and only The moon ere consists of warra-up-

the metro area.

#### District is also committed to assist in all ways possible. We are very proud to see the outpouring of community support for the Harris family, from Prairie. not only Eden Prairie, but throughout

We the undersigned Eden Prairie City Council members encourage everyone to attend the candlelight celebration on Jan. 3 to show our

YMINTHM

ongoing support for the Harris family and also as testimony to our resolve for tolerance and inclusiveness in Eden

Mayor, Doug Tenpas Councilmembers, Richard Anderson Dr. Jean Harris H. Martin Jessen Patricia Pidcock

### Acts of racism of the Acts of racism

To the editor:

The recent acts of racism that culminated in a cross burning in the yard of one of our residents have left us shocked and deeply saddened.

As a community it is critical that we individually and collectively demonstrate that hate crimes and acts of racism will not be tolerated in Eden Prairie. We must actively work to understand, respect and celebrate the mosaic of cultures, races and religions that make up our community.

· As a starting point for all of us, we need to pledge to do the following:

\* to be a positive force in our community;

\* to examine our own biases and stereotypes;

\* to speak out against hate crimes and racism.

Please discuss the above with your family and with your friends and neighbors.

Virginia Gartner, Chair, **Eden Prairie Human Rights** and Services Commission

#### To the editor:

The recent cross-burning incident in our community is a painful reminder that the battle against bigotry and racism needs an ongoing personal commitment from everyone.

It is true that the senseless and misguided acts of two juveniles do not signal that Eden Prairie has failed in its efforts to promote tolerance and inclusiveness. However, we must now show our collective resolve that such behavior is totally unacceptable.

We have extended to the Harris family our deepest regrets for the suffering they have endured because of this racist act. Our city staff and the Human Rights and Services Commission will continue to provide any assistance we can to help them cope. We know that the Eden Prairie School

### HIGHLAND VILLAGER

ST. PAUL, MN C, C 42.660

DEC 7, 1994

### Raw bigotry reprehensible

To the editors:

As community and interfaith leaders, we join in deploring the ugly anti-Semitic graffiti that was scrawled on the St. Paul Talmud Torah, a Jewish educational institution. Unfortunately, this is further evidence that anti-Semitism and raw bigotry are still with us. We join with the vast majority of Twin Citians in condemning not only this callous anti-social attack on our Jewish sisters and brothers, but any such reprehensible attacks on any other races, religions or ethnic groups. We reaffirm our commitment to the basic underlying oneness of the human family.

Rev. Msgr. James D. Habiger,
Minnesota Catholic Conference
Rev. Thomas A. Duke, St. Paul Area
Council of Churches
William J. Davis, NAACP
Jay Tcath, Jewish Community
Relations Council of Minnesota
Steven Derfler, American Jewish
Committee
Yvonne Price, League of Minnesota
Human Rights Commissions
Josephier Brown, St. Paul Human
Rights Commission

### This was sent by the city to every family in New Ulm, with the utility bill!

#### CITY OF NEW ULM HUMAN RIGHTS COMMISSION

The Human Rights Commission is charged with the responsibility to secure equal opportunities and full participation in the affairs of the community for all citizens. The Commission also assists the Minnesota Department of Human Rights in its implementation of the Minnesota Human Rights Act.

In recent years the commission has carried out this mandate through a number of activities:

- -distributes educational materials
- -sponsors forums
- -undertakes no-fault mediation
- -provides accessability guide for New Ulm
- -sponsors the annual Human Rights Award
- -sponsors essay contest for Martin Luther King Day
- -acts as an advocate for human rights issues
- -acts as advisory group to New Ulm's city government

The long term goal of the commission is to make New Ulm a community where diverse groups of people feel welcome, where every individual is valued and respected, and where people of all ages and cultural backgrounds can feel comfortable.

The Human Rights Commission meets the second Tuesday of each month from 7 p.m. to 9 p.m. in the lower level of the Public Library, 17 North Broadway. Meetings are open to the public.

For more information or assistance contact City Hall, 359-8233.

#### **PLYMOUTH**

### **Sun Sailor**





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### Focusing on peaceful relations

By Claudelle A. Carruthers, Ph. D. Guest columnist

The Plymouth Human Rights Commission's theme for 1996 is "Plymouth: A Peaceable Community."

The theme will include various areas of focus and steps that will encourage a peaceable community for Plymouth.

The first focus is on abusive relationships.

The desire of the commission is to help residents understand and cope with abuse of all types — including abuse within domestic, racial, sexual and neighborhood relationships.

Overcoming abusive relationships can lead to a sense of freedom, re-establishment of rights as a human being and peace.

The Plymouth Human Rights Commission was created in October 1993 because the Plymouth City Council wanted to establish a commission that would handle grievances through mediation services, and also to offer a public education component.

The council appointed residents of Plymouth and a representative from Hopkins, Robbinsdale, Osseo and Wayzata school districts to voluntarily serve on the commission.

The mission of the present Plymouth Human Rights Commission is to promote and encourage equal opportunity and fair treatment in all facets of life for all individuals through the following activities:

\* Identifying equity problems in the city.

\* Educating the public through community activities such as Music in Plymouth and Arts in the Park.

\* Providing advice and assistance to the City Council when required or requested.

\* Responding to incidents of discrimination.

\* Fostering citizen protection of human rights.

\* Building relationships with school districts, the business community, community educational programs, libraries, other education forums and all community organizations.

\* Administering an appropriate grievance process as practicable.

Through articles, the commission will continue to offer educational tips on how to handle and identify abusive relationships.

Individuals interested in submitting topics for future articles or interested in volunteering with the Commission can call the city of Plymouth at 509-5052.

Those wishing assistance from the commission can call the same number.

Claudelle A. Carruthers, Ph.D., is a Plymouth resident and teacher at the College of St. Catherine in St. Paul.

### Stillwater Human Rights Commission has two openings

By MIKE MARSNIK

**News Editor** 

The Stillwater Human Rights Commission has two openings and would especially welcome applicants with disabilities and those with Asian, Hispanic, Native American, or African heritage. Those interested are asked to call City Hall at 439-6121 or Karen Bergren at 439-9328.

The Commission meets on the last Wednesday of each month at 7 p.m. Plans for this year include sponsorship of a Human Rights Award and a

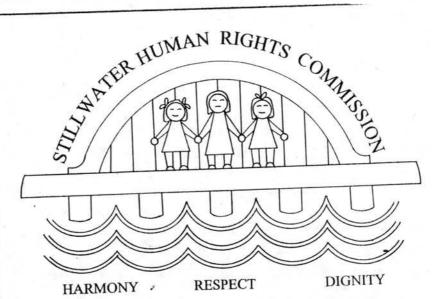
community event celebrating cultural diversity.

The City of Stillwater established the commission in 1995 to aid and advise the council in ensuring equal opportunity for all citizens in those areas protected by law, including education, employment, housing, public

accommodations, public services, and credit services.

The commission has established as its mission: To promote a community of harmony and respect for the rights and dignity of all. Toward that end, the commission is working to recognize and prevent discrimination and inequities of the daily life of the community; develop education programs (formal and informal) to implement the local Human Rights ordinance; provide leadership and cooperate with other agencies, organizations, and other human rights commissions, including the League

(See Commission, page 10)



Designs for the Stillwater Human Rights Commission logo submitted by Travis Pepin, Tina Hanson, and Maya Hanson, all of Lily Lake Elementary School, were chosen for incorporation into one design, which was accomplished by local artist James E. Hanson.

### Commission

(Continued from page 1)

of Minnesota Human Rights Commissions; and to serve as an advisory body to the city regarding the Minnesota Human Rights Act, which makes it illegal to discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, sexual orientation, or status, with regard to public assistance, disability, or age.

Human rights commissions throughout Minnesota work with business, labor, education, civic, religious, social, and community groups to foster intergroup understanding and to eliminate prejudice and discrimination.

Besides promoting education and prevention, the local commissions

respond to acts of bias and prejudice.

The St. Croix Area United Way worked with the League of Women Voters, the Stillwater Area Schools, church groups, concerned citizens, and the League of Minnesota Human Rights Commissions to bring the Stillwater Human Rights Commission into existence.

Through a collaborative effort of Stillwater students and a local artist, the Stillwater Human Rights Commission logo was developed. Designs submitted by Travis Pepin, Tina Hanson, and Maya Hanson, all of Lily Lake Elementary School, were chosen for incorporation into one design. That was accomplished by artist James E. Hanson.



TUESDAY JULY 9, 1996

VOL. 112, NO. 133 PRICE 35 CENTS



7800 Golden Valley Road, Golden Valley, MN 55427





# Human Rights Commission Celebrates 30 Years of Progress

When asked how he would like to see the Golden Valley Human Rights Commission honored for its 30th anniversary, long-time commissioner Bill Hobbs said he would like nothing more than a reunion of all of the original members. This seems like a simple request from a man who spent three decades working to make Golden Valley a city where every person could feel equal, regardless of age, race, ethnicity, or religion. Hobbs retired from his post as Commission Chair in January, but he and all of his fellow members have much to be proud of.

The Human Rights Commission was set up in 1965 to advise the City Council on issues regarding diversity and fair treatment of all citizens. Hobbs says Golden Valley has become more progressive and open over the years, and in many ways it "has become a positive role model in human rights and relations for other communities." The City's Human Rights Commission is older and more established than those in most surrounding suburbs. For example, in 1982 Golden Valley became a national role model as the first suburb in the United States to plan a month-long black history celebration, complete with lectures, films, concerts, an art show, and cultural exhibits. Today the Commission's own Black History Committee promotes awareness and racial understanding.

The Commission's 12 members are appointed by the City Council for three-year terms. Members meet once a month to promote equal treatment of all citizens, investigate civil rights issues and complaints of unequal treatment, and eliminate unfair discriminatory practices. Since education is the most powerful weapon against discrimination, the Human Rights Commission works to inform Golden Valley citizens by setting up lectures and workshops on issues of diversity and by promoting multicultural education in the schools. The Commission uses the nofault grievance process to mediate discussions between opposing parties in alleged discrimination cases. It strives to represent all parties and provide citizens a way of resolving problems quickly without formal charges.

During its tenure the Commission has been extremely successful in its efforts and has played a significant role in many projects throughout the city, including:

- developing Dover Hill, which provides subsidized housing for the elderly
- promoting activities and discussions between the police and the community
- helping to develop affirmative action practices in city government
- advising City Council on action against anti-Semitism and prejudice creating a family life workshop series and counseling services for youth
- developing a program to make public facilities accessible to physically handicapped people

Golden Valley would not be what it is today without the hard work of the Human Rights Commission, and although a reunion might not be possible, a big congratulations and acknowledgment from the community are definitely in order.

If you have questions about the Golden Valley Human Rights Commission, or believe you have been discriminated against, contact the Commission through City Hall (7800 Golden Valley Road, Golden Valley 55427) or call 593-8055 from 8 am to 4:30 pm.

Sara Van Nuland, Communications Intern

### Commission Addresses Human Rights Issues

In the next several issues of CityNews, the Golden Valley Human Rights Commission will present human rights issues featured on posters developed by the League of Minnesota Human Rights Commissions. If you'd like more information about the posters or about the Golden Valley Human Rights Commission, contact Judy Smith at 593-8055.

We aren't all the same beneath our different-colored skins. We also differ in religious beliefs, genders, and cultural backgrounds. But that doesn't mean we don't share important values, experiences, goals, and dreams. The key to getting along isn't to pretend that differences don't exist. Instead, we need to

learn about differences, accept them, and let ourselves enjoy them.

"A culturally diversified society is a source of strength for a nation."

Adelaide Desoto For 31 years the Golden Valley Human Rights
Commission has worked to secure for all citizens
freedom from discrimination without regard to race,
color, sex, marital status, religion, national origin,
creed, sexual orientation, disability, public
assistance, or age. On behalf of Golden Valley
citizens, the Commission investigates complaints of
unfair and unequal treatment and conducts
education programs designed to reduce
discrimination and prejudice in the community.

Marion Helland, Human Rights Commission



### We've more to offer than our lakes.

A statewide natural resource of over 200 ethnic groups For information call (612) 535-1051.

# TOLOR VILLANS, and the second second



Posters like this help the Human Rights Commission educate the public about discrimination.

# Discrimination Begins With Prejudices

Editor's Note: This is the last article in a series on human rights issues featured on posters developed by the League of Minnesota Human Rights Commissions. If you'd like more information about the posters or about the Golden Valley Human Rights Commission, contact Judy Smith at 593-8055.

"I think acts of discrimination begin with prejudices." says Jean D. Wright of St Paul. "When you see someone with a white cane, don't assume they are helpless and need assistance," she says. "Ask first."

Wright, who is blind, recently offered her thoughts on discrimination and blindness. "When an individual

first looks at a blind person, they quickly make up their mind based on what they've heard and any prior experience they've had with someone who is blind," she says. "Remember, you are meeting a new person, you know nothing about him or her. Keep your mind open and be curious about this person to learn his/her opinions, likes, dislikes, and qualities. Set aside preconceived ideas. No set of characteristics describes one person."

Wright is a certified rehab teacher of keyboarding and computer skills at Vision Loss Resources in Minneapolis, a United Way supported nonprofit agency. She grew up in Pine Bluff, Arkansas and earned a BA from the University of Arkansas. Rewarded by her work in a Little Rock rehab center, she was motivated to achieve an MA in Rehab Teaching of Adult Blind from Western Michigan University. Before moving to St Paul, she was a rehab instructor in Detroit.

"Although the Americans With Disabilities Act (ADA) has helped people with disabilities obtain employment, particularly in government agencies, there is still the wide-spread prejudice that people who can't see can't work and need custodial care," Wright says. "I think many businesses find ways around the ADA because they feel the blind don't fit into their culture.

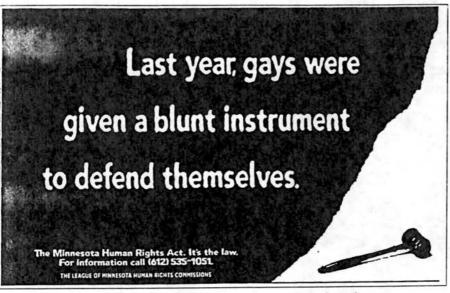
"I have noticed that when I walk into a room, the conversation stops," she adds.

"People assume I'm not interested in or knowledgeable about the topic. Often when I do offer my opinion, I feel it is ignored or discounted. The prejudging goes both ways. I also need to not judge until I learn about the person I'm interacting with.

"Everyone has challenges in their life as they strive to reach their goals." says Wright. "One of my challenges is blindness."

Ann Rzeszutko, Golden Valley Human Rights Commission





In Minnesota, it is illegal to discriminate based on sexual orientation.

# Commission Uses Posters as Educational Tools

Editor's Note: This is the second article in a series on human rights issues featured on posters developed by the League of Minnesota Human Rights Commissions. If you'd like more information about the posters or about the Golden Valley Human Rights Commission, contact Judy Smith at 593-8055.

The Minnesota Human Rights Act guarantees all persons the right to be free of discrimination, regardless of race, color, creed, religion, national

origin, sex, marital or family status, disability, public assistance, or age. In 1993, it was amended to include the category of sexual orientation, making Minnesota one of nine states providing such protection.

Sexual orientation is that which leads human beings to be emotionally and physically attracted to a person of one gender or the other, or both. One's sexual orientation may be heterosexual, homosexual, bisexual, or asexual. The Human Rights Act's definition of sexual orientation is "having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. Sexual orientation does not include a physical or sexual attachment to children by an adult." [Source: An Act, Chapter No 22, HF No

585 Subd 45.1

The Minnesota Human Rights Act prohibits discrimination in employment, housing, public accommodation, public services, education, credit, business, and forbids reprisal against a plaintiff. The sexual orientation amendment does allow for limited exemptions in certain rental units, certain employment situations. and volunteer activities with youth organizations.

Sally Johnson, Human Rights Commission

# Human

For information about human rights and the responsibilities of employers. businesses, educational institutions, and interested residents, contact:

 Minnesota Department of Human Rights:

296-5667

 League or Minnesota Human Rights Commissions: 535-1051

 City of Golden Valley Human Rights Commission:

593-8055

 Gay and Lesbian Community Action Council:

822-0127

# VISION展望

明州美華協會簡訊

Organization of Chinese Americans of Minnesota Newsletter

Early Winter, 1996 一九九六年初冬號

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THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

# **HUMAN RIGHTS LAWS**

- Reporting of Crimes Motivated by Bias
  Fair Housing
  Americans with Disabilities Act (ADA)
  Sexual Orientation Amendment

#### 626.5531 REPORTING OF CRIMES MOTIVATED BY BIAS.

Subdivision 1. Reports required. A peace officer must report to the head of the officer's department every violation of chapter 609 or a local criminal ordinance if the officer has reason to believe, or if the victim alleges, that the offender was motivated to commit the act by the victim's race, religion, national origin, sex, age, disability, or characteristics identified as sexual orientation. The superintendent of the bureau of criminal apprehension shall adopt a reporting form to be used by law enforcement agencies in making the reports required under this section. The reports must include for each incident all of the following:

- (1) the date of the offense;
- (2) the location of the offense;
- (3) whether the target of the incident is a person, private property, or public property;
  - (4) the crime committed;
- (5) the type of bias and information about the offender and the victim that is relevant to that bias;
  - (6) any organized group involved in the incident;
  - (7) the disposition of the case:
- (8) whether the determination that the offense was motivated by bias was based on the officer's reasonable belief or on the victim's allegation; and
- (9) any additional information the superintendent deems necessary for the acquisition of accurate and relevant data.

Subd. 2. Use of information collected. The head of a local law enforcement agency or state law enforcement department that employs peace officers licensed under section 626.843 must file a monthly report describing crimes reported under this section with the department of public safety, bureau of criminal apprehension. The commissioner of public safety must summarize and analyze the information received and file an annual report with the department of human rights and the legislature. The commissioner may include information in the annual report concerning any additional criminal activity motivated by bias that is not covered by this section.

History: 1988 c 643 s 1; 1989 c 261 s 9; 1992 c 571 art 15 s 12

### OVERVIEW OF FAIR HOUSING LAWS PROTECTED CLASSES

It is against the law to discriminate against someone who is a member of a protected class with respect to housing. Federal, state and local law define protected classes. Below is a list of protected classes under United States, Minnesota, Minneapolis and St. Paul Fair Housing statutes and ordinances:

U.S.:

Race, color, sex (includes sexual harassment), handicap, religion, familial status, national origin.

Minnesota:

Race, color, sex (includes sexual harassment), handicap, religion, familial status national origin. plus creed, marital status, sexual orientation, public assistance status.

Minneapolis: Race, color, sex (includes sexual harassment), handicap, religion, familial status national origin, creed, marital status, sexual orientation, public assistance status, plus ancestry. eletant the term to be a second of the second

♦ St. Paul:

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Minnesota's prohibition against discrimination on the basis of public assistance status includes receipt of housing subsidies. A state Administrative Law Judge has determined that this does not prohibit a landlord from refusing to participate in the Section 8 program if the landlord has management-economic reasons to refuse. A landlord who refuses to rent to Section 8 tenant because he "doesn't like those kind of people." or if the landlord has a rental agreement similar to Section 8 lease may still violate the provision. However, if the landlord does come up with a "reason" not to rent to persons receiving a housing subsidy, then the landlord will likely circumvent the statute. Minneapolis and St. Paul are likely to have ordinance interpreted in same fashion. Account to the Administration of the properties of the completed of a graph and of the graph an

#### WHAT ACTIVITIES?

Housing related activities covered by the laws include:

sale and rental of housing (including terms, conditions, services and privileges),

- advertising.

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- financing, appraisal services
- provision of real estate brokerage services,
- interference and retaliation for exercise of housing rights,
- provision of homeowners' (and probably renters') insurance

- "reasonable accommodations" in rules, policies, practices, services and modification of physical plant for handicapped persons.

#### STATUTE OF LIMITATIONS

A lawsuit cannot be brought after the appropriate statute of limitations has expired. If

the statute of limitations is one year, a lawsuit cannot be brought more than one year after the date of the incident giving rise to the lawsuit.

The statute of limitations for state, city and federal administrative complaints is one year. There is a two year statute of limitations for filing a federal civil suit under the U.S. Fair Housing Act. Still other statutes of limitations may apply to housing-related civil rights suits. The trigger to start the statute running under federal law is the occurrence or termination of an alleged discriminatory housing practice or breach of conciliation agreement, whichever occurs last. Under Minnesota, St. Paul and Minneapolis the limitation period is one year after the occurrence of the complained of practice. Other, short, time limits come into play once an administrative agency has decided not to proceed with a complaint, so further checking is needed if the client has gotten a letter from an enforcement agency.

#### EXCLUSIONS

Some entities and people are allowed to discriminate against members of a protected class in certain instances. These entities or people are excluded, or exempted from the main fair housing statutes. None of these exemptions apply to the federal Civil Rights Act of 1866, though.

Federal law allows religious organizations, if the housing is non-commercial in nature, to limit transactions to members, so long as membership is not limited based on race, color or national origin, Federal law recognizes legitimacy of reasonable governmental occupancy limits, thus allowing landlords to control the number of people living in a unit. There is a complicated exemption for "housing for older persons" which permits discrimination against families for a very limited class of housing for the elderly. Current drug abusers and dealers are not protected by law. in a spin state of the case in the spin and the s

Minnesota law exempts non-profit rooming houses segregated by sex, owner occupied rooming housings discriminating on the basis of sex, marital status, public assistance, disability, sexual orientation. Reasonable governmental occupancy limits stand up to familial status. challenges. Familial status protections do not apply to owner occupied four plex or smaller or to elder housing (with similar limits as in federal law.) The state of the s

Minneapolis exempts owner occupied rooming houses, from coverage as well as 4 plexes and smaller buildings and elderly housing from familial status coverage.

St. Paul exempts owner occupied four- plex or smaller rooming houses and elderly housing, community residential foster care and shelter facilities.

#### ADMINISTRATIVE COMPLAINTS

An individual may bring a complaint pro se to an administrative enforcement agency and the appropriate city, state or federal agency is required to investigate the complaint on the complainant's behalf. Complaints must be in writing, there are forms used by each agency. HUD complaints can be started by calling 1-800-669-9777, (TDD) 1-800-927-9275. Minnesota Department of Human Rights: 612-296-5663. Minneapolis Department of Civil Rights: 673-3012. St. Paul Department of Human Rights, 266-8966, (fax) 266-8962, (TDD) 266-8977.

Housing Discrimination Law Project
2929 Fourth Avenue South

Minneapolis, Minnesota 55408

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# EXAMPLES OF FAIR HOUSING VIOLATIONS

# Clues to Possible Discrimination May Include the Following:

You are told that the apartment you want is not available, but the landlord has one in another location that would be "better" for you.

The prospective landlord insists you go on "vendor payments" for your rent if you are on AFDC, SSI or other public assistance and does not require similar assurances from other low income tenants.

Your landlord appears to be searching for reasons to evict you when your source of income becomes public assistance or another child enters the household.

The landlord rejects your application because you have children, are married/single/divorced or are lesbian or gay.

The manager takes your application for housing and says you will be called after references are checked, but you are not contacted.

You hear comments about "those people" before you fill out an application.

You are told that an apartment is no longer available and you know it is a lie.

A white person receives bad treatment from a white landlord because her friends include people of color.

You are shortchanged on housing services based on race, sex, religion, etc. This can apply to loans, proper processing of applications, repairs, and other services.

The landlord or manager applies different terms and conditions to groups of people based on illegal criteria. Conditions can include deposit and rent policies, standard of conduct, and application procedures.

You are attacked or harassed on the basis of race, gender, disability, etc. because you moved into a building where others don't think you belong. Even neighbors can be charged with illegal discrimination and if the landlord does not take steps to help you after being told about it, the owner might also be charged with violation of the laws.

A landlord or manager forbids families with children (unless the building is one of those rare ones qualified as a facility for senior citizens.)

You are on AFDC and are denied housing based on the source of your income and not on your ability to pay. Or you are denied housing based on your income which is the same amount as that earned by a non-AFDC tenant accepted into the building.

A response such as: "This is a handyman's special - I don't think a woman could fix it up as well as a guy."

It is illegal to use phrases, photographs, illustration, or symbols which indicate that housing is limited to certain groups. An example of this would be an "adults only" notice in a newspaper ad. It is also illegal to advertise by word of mouth that housing is limited, unless the housing qualifies as older person housing, in which case, families with children may be excluded.

A pregnant woman cannot be denied housing because she is pregnant except in the case of housing for older persons.

Any person can charge sexual harassment if the owner or manager of an apartment makes sexual advances or requires any type of sexual favor from her/him. Apartment services cannot be denied nor rents be raised because a person has refused to respond to any type of sexual advance. Landlords may also be held responsible if they fail to take action against a tenant whom they know is engaging in the sexual harassment of another tenant.

A caretaker/owner cannot refuse to rent to a family because of their racial or ethnic background.

Higher application fees or extra references cannot be demanded of families just because of the children.

If a manager tells you: "There are older people in the apartment below so I can't rent to you with your children," there is probable discrimination.

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# PEOPLE WITH DISABILITIES MAY FACE DIFFERENT KINDS OF DISCRIMINATORY BEHAVIOR:

Even if no one in your household has a disability, discrimination can violate your right to enjoy the use of your home -- for example, when a person with a disability can't visit you or share an apartment with you because the only building entrance has steps or your landlord says your roommate's appearance offends the neighbors.

Requiring a higher security deposit based on a disability, or belonging to any other covered group is also prohibited. Landlords can require a higher security deposit if an individual or family has a history of undue damage to a dwelling or if significant changes need to be made to the building which will later have to be changed back for persons without disabilities.

If inquiry is made into one individual's or family's tenant history, the same inquiry must be made of all prospective tenants. For example, one cannot make a more intensive inquiry into a prospective tenant's history or references because that individual has a mental disability or the assumption that an individual with a mental disability may be more destructive or less responsible.

Landlords, developers and real estate agents seldom say, "you can't live here because you are disabled." Some of the things they may say are:

"You can't live here because there's no one to take care of you."

"I'd like to rent to you, but my insurance will go up."

"How can I be sure you can pay the rent?"

"I can't rent to you because you're deaf and you won't know when the fire alarm goes off."

"We have a 'no pets' rule, including your guide dog."

"Since you were once institutionalized, you won't be safe living alone."

"You won't be able to get out of the apartment if there is a fire because you use a wheelchair."

"We have apartments set aside for the handicapped, but they're full."

"Have your psychiatrist call me and tell me what medications you are on before I decide whether I'll rent to you."

People with disabilities are entitled to reasonable accommodation of rules, policies and practices and services to enable them to move into or stay in a home. Reasonable accommodations differ according to the circumstance, but cannot be too expensive and cannot make management of the building too hard.

## Examples of Accommodations in Rules, Policies, Practices, and Services:

Jane Jones uses a wheelchair and the laundry room in the condominium she lives in is not accessible to her. There is a policy at her building that only residents may use the laundry facilities. She would like a friend who does her laundry for her to be able to sue the laundry facilities. This is a reasonable request, and it must be granted. Alternatively, she may install a ramp, at her own expense, to make the laundry facilities accessible, or negotiate to have the landlord install the ramp, if it is to the landlord's advantage to do so.

Jane Jones, uses a wheelchair and would like to widen the doorways in her apartment several inches to that her wheelchair can easily pass through. Her landlord must let her widen the doorways. The landlord cannot require her to restore the doorways to original condition since widening the doorways will not interfere with the use or enjoyment by future tenants without disabilities.

A landlord or manager with a "first come, first serve" parking policy should make an exception by creating a reserved parking space for a tenant who has difficultly walking and needs to park close to the building.

A landlord or manager should assist an applicant with mental retardation in filling out the standard application form. If the applicant needs oral reminders to pay the rent, the landlord agrees to call or visit the person before each month's rent is due.

A landlord or manager should make an exception to the building's "no pets" rule for people with a disability who use guide dogs or other "service animals."

The monthly tenants' or owners' association meeting, traditionally held in an architecturally inaccessible building, should be moved to another building that has a ramp.

A tenant with a mental disability has difficulty remembering to turn off the water after washing the dishes. The landlord could install faucets that shut off automatically.

A tenant has no recent rent history because he has been in a mental hospital for two years. The landlord or manager should make an exception to the requirement of asking for prior rent history, and instead accept a reference from the applicant's employer or social worker.

Thanks to the Minneapolis Department of Civil Rights, the HUD Office of Fair Housing and Equal Opportunity, and the Mental Health Law Project for some of these examples.

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Housing Discrimination Law Project LAW OFFICES OF THE LEGAL AID SOCIETY OF MINNEAPOLIS, INC. 2929 Fourth Avenue South Minneapolis, Minnesota 55408 (612) 827-3774

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# MN STATE STEERING COMMITTEE

# Great Lakes Disability and Business Technical Assistance Center

c/o MCIL, 1600 University Ave. W., Suite 16, St. Paul, MN 55104 (612)603-2015Voice (612)603-2001TTY (612)603-2006FAX

# AMERICANS WITH DISABILITIES ACT (ADA)

# VIDEO LOAN LIBRARY

Thank you for your interest in our Library.

We hope that this service will help your organization in its efforts to implement the provisions of the ADA.

Attached is a copy of the videos that are available. If you have any questions or wish to borrow a film, please call Carolyn Emerson, ADA Coordinator, (612)603-2015 Voice, (612) 603-2001 TTY

### LOAN POLICIES:

- The films are available for a minimal donation of \$10 per order to cover postage and handling.
- · We need at least one week notice of your need for a film.
- The maximum loan period is two (2) weeks.
- The film will be issued to one person in your organization versus the film being registered in only the organizations name.
- You may be responsible for replacement cost if the film is damaged due to faulty equipment or misuse.

### **DEFINITION OF TERMS:**

Closed Captioning: Need a special converter to be able to read script on screen

Open Captioning: No converter needed. Script shows on screen.

Audio Described: Description of actions and words given for sight impaired.

# MINNESOTA STATE STEERING COMMITTEE

Great Lakes Disability and Business Technical Assistance Center

# ADA VIDEO LOAN LIBRARY

A ten dollar donation is requested in order to cover our costs of postage and replacement. This loan is for a maximum of two weeks. Please call either Carolyn Emerson at (612)603-2015 Voice, (612)603-2001TTY, if you have any questions.

Date			
Name of Video being lo	aned	1	
Person's Name request	ng this video		
Company			T
Address			
City	MN	Zip	Phone
Attn.: Carolyn Emerson, Metropolitan Center for 1600 University Ave, Su St. Paul Minnesota, MN 646-8342 V, 603-2006 F	GLBTAC Independent Living ite 16 55104		video as our receipt
VIDEO NAME NAME COMPANY ADDRESS	ax, 000-2001 111		
PHONE			=
DATE	4		

# GREAT LAKES DISABILITY AND BUSINESS TECHNICAL ASSISTANCE CENTER VIDEO LIST 3/96

1. ADA - Making the ADA Work For You

23 min. The ADA seeks to fully integrate people with disabilities into every aspectof society. It addresses both the attitudes and legal requirements necessary for managers and supervisors to effectively implement the ADA. Good video for management or for stand alone training. Open Captioned.

2. A Video Guide to (Dis)Ability Awareness

25 min. Disabilites viewed from different perspectives showing that we are all unique. Ideas in assisting with communication and the correct attitudes about dis-ability with the empasis more on ability than on the "dis". Closed Captioned.

3. ADA Title III: Public Accommodations and Commercial Facilities

60 min. This video is set up in an open forum, which discusses Title III of the ADA. It will give an overview of who is protected, how the ADA will be enforced, what needs to be done for compliance and who pays. Good for stand alone training or anyone who owns a facility. Closed Captioned.

4. Making the Connection

Includes information about accommodations, attitudes, and advantages associated with small business and the ADA.

5. Communication Means Business

18 min. Covers all disabilities from an employment point of view. Reviews adaptations and a variety of equipment. Also, ways to train an employee are covered as well. Directed towards business owners and employees. Good for stand alone training. Open Captioned.

6. Improving Your Rural Business With the ADA

13 min. Discusses benefits of rural business complying with the ADA. Tips are given to make your business accessible to both disabled customers and employees in a cost effective way, and how to avoid discrimination in your hiring practices. Appropriate for making management decisions in a rural business. Open Captioned.

#### 7. A Warm Welcome

12.40 min. Produced by The National Restaurant Association. This video provides information about physical access, accommodations, extending hospitality, and staff training in restaurant settings. Excellent video for all types of restaurants. Closed Captioned.

8. Open For Business

Two 15 minute versions, one 18 minute, and two thirty minute version. Produced by The National Restaurant Association. This video provides information about physical access, accommodations, extending hospitality, and staff training. Takes a look at discrimination against people with disabilities by architectual barriers, and suggests changes in approaches to provide equal access to services. Excellent video for all types of restaurants, shops, and businesses. Closed Captioned and Audio Descriptive.

9. Bridging the Talent Gap

This video looks at 4 individuals and their accommodations toward employment. These case examples include: a visually impaired woman working for United Airlines; a woman who is mobility impaired, working as a lawyer, a cognitively disabled man working for Boeing; and another man who is hearing impaired and blind.

10. Hiring Individuals With Disabilities - It's Good Business and It's The Law

Employment requirements of ADA are reviewed from a basic, but complete standpoint. Nice variety of disabilities are covered from different viewpoints. Excellent video for businesses with little or no knowledge of ADA. Also good for stand alone training. Closed Captioned.

11. Employment and the ADA: It's Your Opportunity

26 min. A very detailed review of the law as it pertains to employment. Has in-depth coverage of getting a job, interviewing and requesting an accommodation. The video is good for viewing alone or used as part of a training packet. Closed Captioned.

12. Interviewing Individuals With Disabilities - Techniques For a Better World

30 min. Uses examples of job interviews to show the appropriate ways of interviewing people with disabilities. Good for anyone who is in the position to interview people with disabilities. Would be a great companion piece to training. Closed Captioned

13. A Challenge To America

36 min. This video outlines the definitions and provisions of the ADA, explaining the relationship of the ADA to other disability discrimination laws. A very good video for businesses and people with disabilities.

14. Hears To The ADA

23.10 min. This is a generic review of ADA as it relates to the hard of hearing person. Heavy promotion of the SHHH organization. Gives a very nice and complete overview of all titles of the ADA as it relates to hearing loss. A good video for a person with a hearing loss. Open Captioned.

15. Opening All Doors

(2 copies) 158 minutes, Introduction to the ADA and the implimentation and implication of Titles I, II, and III. Also covers accessibility audits which are done in existing facilities. Closed Caption and Audio Descriptive.

16. Designing For Accessibility: Beyond the ADA

13 min. This video contains facts regarding employment, people with disabilities, and the ADA. Good examples of universal, flexible, and adaptable environments. Very good video for businesses of all sizes. Good for stand alone training. Open Captioned.

17. ENTRANCES TO THE PAST (ACCESSIBILITY & HISTORIC PRESERVATION)

30 min. Historic Windsor, Inc. Historic Buildings access planning. The two main topics discussed are accessibility and preservation laws and a step by step process to identifying accessibility problems and coming to reasonable solutions. Options are discussed to make a building accessible without threatening or destroying its historic significance in both large and small buildings. Alternatives are discussed for parts of buildings in which access is not possible. Capable as a stand alone training.

18. Work in Progress: Title II

26 min. This video looks at Rockville's (MD) progress toward a barrier free environment. Both physical access and other types of accommodations are discussed. Good examples are given for how to create access for all and the role that the state and local government play. This video would be useful to any state or local governing body facing these and/or similar issues. Capable of stand alone training. Closed Captioned.

19. ADA: Access for Deaf Americans

68 min. Highlights rights and responsibilities of deaf and hard of hearing people under the ADA. Presented in American Sign Language with voice-overs and open captions; totally accessible. A valuable resource that can be used as a training tool for both individual study and group settings such as workshops or classrooms.

### 20. Workplace of the '90's

11 min. Illustrates the value of having disabled men and women in the work force. This video includes an interview with a Human Resources professional, and interviews with six visually impaired people using a range of skills and adaptive equipment to get the job done.

### 21. All Ways Welcome

18.30 min. Humourous approach to situations people with disabilities deal with each day. Approaches day to day interaction with others and equal treatment of one another. Closed Captioned

# MINNESOTA LAWS OF 1993. CHAPTER 22 SEXUAL ORIENTATION AMENDMENT

#### Definition:

Sexual orientation is defined as having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such an attachment, or having or being perceived as having a self-image or identity not traditionally associated with one's biological maleness or femaleness. The definition excludes a physical or sexual attachment to children by adults. (363.01, subd. 45)

#### Coverage:

- The definition of local commission is amended to add sexual orientation to the categories of discrimination which can be addressed through local human rights commissions. (363.01, subd. 23)
- Sexual orientation is added to classes covered under prohibitions against discrimination in employment (363.03, subd. 1), real property (363.03, subd. 2), public accommodations (363.03, subd. 3), public services (363.02, subd. 4), educational institutions (363.03, subd. 5), reprisal (363.03, subd. 7), credit (363.03, subd. 8), and business (363.03, subd. 8a).
- Sexual orientation is included in discrimination addressed through research and study by the department (363.05, subd. 1), and to subjects of discrimination which may be referred to local commissions for study and report (363.115). Sexual orientation is added to the directives contained in 363.11 regarding construction of statute and to the public policy statements on non-discrimination contained in 363.12, subd. 1.

#### Construction:

- A new section on construction of the statute (363.021) provides that the Human Rights Act shall not be construed to:
  - (a) mean the state of Minnesota condones homosexuality or bisexuality or any equivalent lifestyle;
  - (b) authorize or permit the promotion of homosexuality or bisexuality in educational institutions or require the teaching in educational institutions of homosexuality or bisexuality as an acceptable lifestyle;
  - (c) authorize or permit the use of numerical goals or quotas, or other types of affirmative action programs, with respect to homosexuality or bisexuality in the administration or enforcement of the provisions of this chapter; or
  - (d) authorize the recognition of or the right of marriage between persons of the same sex.

### Construction: (continued)

 Section 363.20 provides that nothing in this chapter alters the provisions of Chapter 609 (Criminal Code) or other law relating to criminal penalties.

#### Exemptions

- Employment practices prohibited under 363.03, subd. 1 do not apply to:
  - Religious or fraternal corporations, associations, or societies when sexual orientation is a bona fide occupational qualification for employment (363.02, subd. 1(2)). This exemption duplicates the current BFOQ exemption for employment under 363.03, subd. 1.
  - A non-public service organization whose primary function is providing occasional services to minors, such as youth sports organizations, scouting organizations, boys' or girls' clubs, programs providing friends, counselors, or role models for minors, youth theater, dance, music or artistic organizations, agricultural organizations for minors, and other youth organizations, with respect to qualifications of employees or volunteers based on sexual orientation (363.02, subd. 1(3)).
- Practices prohibited under public accommodation (363.03, subd. 3) do not apply to:
  - Employees or volunteers of a non-public service organization whose primary function is providing occasional services to minors, such as youth sports organizations, scouting organizations, boys' or girls' clubs, programs providing friends, counselors, or role models for minors, youth theater, dance, music or artistic organizations, agricultural organizations for minors, and other youth organizations, with respect to qualifications based on sexual orientation (363.02, subd. 4).
- 3. Practices prohibited under 363.03, subd. 2 (housing) do not apply to:
  - The rental of a room or rooms by the resident owner or occupier of a single family residence, if the discrimination is on the basis of sexual orientation. (This exemption currently applies to sex, marital status, status with regard to public assistance and disability.)
  - The rental of a unit by a resident owner in a residence containing not more than two units, if the discrimination is on the basis of sexual orientation.

(363.03, subd. 2)

4. Section 363.02, subd. 8, provides the following exemptions for religious organizations and religious educational institutions:

Nothing in this chapter prohibits any religious association, religious corporation, or religious society that is not organized for private profit, or any institution organized for educational purposes that is operated, supervised, or controlled by a religious association, religious corporation, or religious society that is not organized for private profit, from:

- (1) limiting admission to or giving preference to persons of the same religion or denomination; or
- (2) in matters relating to sexual orientation, taking any action with respect to education, employment, housing and real property, or use of facilities. This clause shall not apply to secular business activities engaged in by the religious association, religious corporation, or religious society, the conduct of which is unrelated to the religious and educational purposes for which it is organized.

The following exemptions for religion currently apply to religious organizations and educational institutions. (Chapter 363 as amended through 1992).

- 363.02, subd. 1(2) Provides a BFOQ exemption in employment based on religion for religious corporations, associations and societies. This exemption duplicates the BFOQ exemption for employment under 363.03, subd. 1 which applies to all protected classes.
- 363.02, subd. 3 Allows religious or denominational educational institutions to limit admission or give preference to applicants of the same religion.

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Effective Date: August 1, 1993

# Parliamentary Procedure At a Glance

The motions or points below are listed in established order of preference. When one is pending, you may not introduce another that is listed below it, but you may introduce another that is above it.

MOTION:	YOU SAY:	REQUIRES A SECOND:	DEBATABLE:	VOTE:	AMENDABLE:	MAY INTERRUPT SPEAKER:
To adjourn	"I move that we adjourn"	Yes	No	Majority	No	No
To recess	"I move that we recess until"	Yes	No	Majority	Yes	No
Complain about room, noise, etc.	"Point of privilege"	No	No.	No vote	No	Yes
End debate	"I move the question"	Yes	No	2/3	No	No
Postpone consideration	"I move we postpone this motion by"	Yes	Yes	Majority	Yes	No
To amend a motion	"I move to amend this motion by"	Yes	Yes	Majority	Yes	No
Introduce business	"I move that"	Yes	Yes	Majority	Yes	No
To limit debate	"I move we limit to"	Yes	Limited	2/3	Yes	No
Object to procedure	"Point of order"	No	No	No vote	No	Yes
Request information	"Point of privilege"	No	No	No vote	No	Yes
Ask for count to verify voice vote	"I call for a division of the house"	No	No	Not unles someone objects	s No	Yes
To suspend the rules	"I move we suspend the rules and"	Yes	No	2/3	No	No
Vote on a ruling by the chair	"I appeal the ruling of the chair"	Yes	Yes	Majority	No	Yes

A MOTION TO CLOSE NOMINATIONS IS OUT OF ORDER. THE CHAIR SHOULD CALL FOR FURTHER NOMINATIONS THREE (3) TIMES. UPON HEARING NO FURTHER NOMINATIONS, THE NOMINATIONS MAY BE CLOSED BY THE CHAIR'S DECLARATION.





4401 Xylon Avenue North New Hope, Minnesota 55428-4898 City Hall: 612-531-5100 Police: 612-531-5170

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City Hall Fax: 612-531-5136 Police Fax: 612-531-5174

Public Works: 612-533-4823 TDD: 612-531-5109 Public Works Fax: 612-533-7650 Fire Dep't. Fax: 612-531-5175

February 7, 1996

New Hope Human Rights Commission Members

Re: Revised By-Laws/Bloomington Human Rights Commission documents

**Dear Commission Members:** 

Enclosed please find the revised By-Laws that I promised you. Please mark the document as we discussed and return it to me on or before February 19, 1996. Also enclosed for your reading is a copy of "Documents Governing Human Rights Commission, Bloomington, Minnesota".

Should you have any questions or comments, please contact me.

Sincerely,

Timothy A. Thomas

Chair, New Hope Human Rights Commission

TAT/lbj

**Enclosures** 

CC:

Valerie Leone, City Clerk

{w/enclosures}