



Irene Gomez-Bethke Papers.

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We Can Help

ROBBINSDALE AND THE STATE OF MINNESOTA PROVIDE PROTECTION AGAINST DISCRIMINATION

THE LAW

The Robbinsdale Human Rights Ordinance and Minnesota Human Rights Act prohibit discrimination in:

EMPLOYMENT	PUBLIC SERVICES
EDUCATION	AND
HOUSING	ACCOMMODATIONS

On the basis of :

AGE	DISABILITY
RACE	MARITAL STATUS
COLOR	NATIONAL ORIGIN
RELIGION	PUBLIC ASSISTANCE
CREED	FAMILIAL STATUS
SEX	SEXUAL ORIENTATION

THE HUMAN RIGHTS COMMISSION

The Robbinsdale Human Rights Commission was created by the Robbinsdale City Council to promote compliance with the human rights ordinance. The commission consists of ten residents. It meets monthly at the Robbinsdale Civic Center. Meeting dates and times are posted at the Civic Center. The public is welcome.

IF YOU BELIEVE YOU HAVE BEEN DISCRIMINATED AGAINST:

You can file a charge with the Robbinsdale Human Rights Commission or with the Minnesota Department of Human Rights.

NO FAULT GRIEVANCE PROCESS

The commission cooperates with the Minnesota Department of Human Rights to provide a no-fault grievance process for alleged acts of discrimination.

Under this process the commission acts as an impartial mediator attempting to find a solution agreeable to all involved.

Advantages of the no-fault grievance process include opportunities form:

- Prompt settlement.
- Cost savings
- Solutions without formal charges of discrimination.
- More privacy than formal charge processes

If the no-fault grievance process does not resolve the matter, you also have the right to file a formal charge of discrimination with the Minnesota Department of Human Rights.

TIME LIMITS FOR FILING DISCRIMINATION CHARGES

You must file your charge with the Robbinsdale Human Rights Commission or with the Minnesota Department of Human Rights within twelve months of the alleged discrimination.

IF YOU WOULD LIKE TO LEARN MORE ABOUT :

- Your human rights
- The no-fault grievance process
- How to avoid committing discrimination

CONTACT THE ROBBINSDALE HUMAN RIGHTS COMMISSION AT

Robbinsdale Civic Center
4221 Lake Road
Robbinsdale, Minnesota 55422

Telephone: 537-4534

TDD: 537-4556

PURPOSE AND GOALS

PURPOSE

The Human Rights Commission works to prevent or remedy illegal discrimination in Robbinsdale.

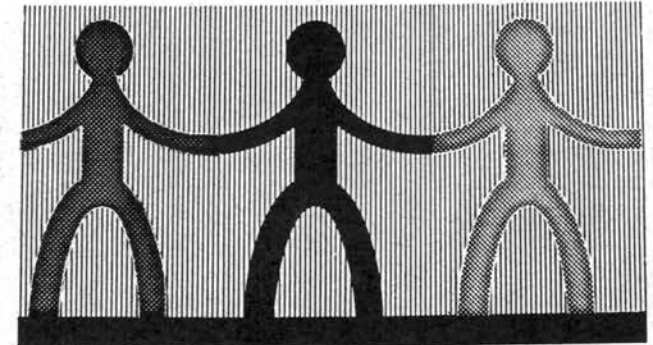
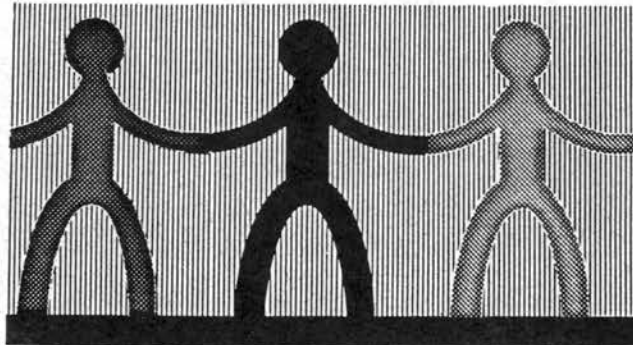
GOALS

The commission has established four specific goals to help achieve its purpose:

- Help prevent discrimination through community education programs.
- Mediate alleged acts of discrimination in Robbinsdale.
- Present commission concerns at meetings involving human rights issues.
- Present annual Human Rights Award

Related organizations in which Robbinsdale has representation or membership include:

- School District 281
- The League of Minnesota Human Rights Commission.
- The Northwest Hennepin Human Services Advisory Council.
- The Coalition of Northwest Suburban Human Rights Commissions.



THE CITY OF ROBBINSDALE
Robbinsdale Civic Center
4221 Lake Road
Robbinsdale, MN 55422
(612) 537-4534

Discrimination:
It Can Happen to you

the
**Robbinsdale
Human Rights
Commission
Can Help.**

**City of
Robbinsdale**



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall: 612-531-5100
Police: 612-531-5170
Public Works: 612-533-4823
TDD: 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

August 26, 1998

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

Dear Irene:

The New Hope City Council, at its meeting of August 24, 1998, re-appointed you to another term on the Human Rights Commission. Your new term will expire December 31, 1999.

Thank you for your patience during this interim while the City Council deliberated concerning the community's needs and the role of the Human Rights Commission. The Council appreciated your input at its work session meeting of July 22nd.

Sincerely,

Valerie Leone, CMC
City Clerk

cc: John Oberreuter, Staff Liaison



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall: 612-531-5100
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February 20, 1998

Human Rights Commissioners

Re: Human Rights Commission Appointments and Agenda

Dear Commissioner Gomez-Bethke:

Mayor Enck has asked that I write and update you on Council efforts to develop its Human Rights vision and goals plus making final appointments to the Commission for 1998.

First, the Council directed that I work with our neighboring cities to see if there are interests to develop and work on some common themes within our Northwest region. The meeting was held at the end of January by senior staff of our neighboring cities and there was expressed a strong interest to work on some ideas that our local Commissions can work on either individually or in concert. At this time we are putting together both the minutes from that meeting plus gathering materials that were identified as essential for continued discussions. At this time, the Council is asking that you continue to conduct activities as you have without benefit of this Council direction.

Second, Council wishes to continue as you have regarding appointments. At this time, the re-appointments of Commissioners Kramer and Bethke-Gomez will be delayed until a Council review possibly on March 23rd. Also, the Council will not consider any new appointments until at least that March 23rd date.

I hope that you understand that the Council is as desirous as your are to work on meaningful issues within our community. Rest assured that all efforts are being made to bring that agenda forward.

Sincerely,

Daniel J. Donahue
City Manager

DJD/jf

cc: City Council

5/7/98

Valerie Leone,

Please see that XEROX (photo copies) are made and distributed to:

Mayor Luck

City Council Members

Manager Donahue

John Obrenstein, and

~~Arnes Gomez-Bittke~~

Harry Bates

Christopher Long, and

Fate McLaughlin

} Human Rights Commission Members

Thank you.

P.S. my computer is down; so I had to write this.

Kay Kramer

CC: Kay Kramer

May 7, 1998.

Mayor W. Peter Lusk
City Manager Daniel Donahue
Twin Human Rights Commissioners

Due to health factors, retirement, and the frustration of not having been re-appointed to a new term, in conjunction with the very poor communicative standards practiced by our city government --- I am hereby submitting my resignation as Chair, as well as membership upon our New Hope Human Rights Commission -- effective May 11, 1998, to you.

Sincerely,

Jay L. Kramer

8008 Bass Lake Road, #412,
New Hope, MN, 55428
612-531-7919

Please excuse the fact that my computer is down and this is handwritten.

Minutes to April 6, 1998, City of New Hope
Human Rights Commission Meeting
(Amended 05/05/98)

The meeting was called to order at 7:10 p.m. by Chairman Kay Kramer.

Members present: Chairman Kay Kramer
Vice Chair Irene Gomez-Bethke
Commissioner Henry Bates
Commissioner Christopher Lange
Staff Liaison John Oberreuter

Secretary Katie McLaughlin had an excused absence.

It was moved by Commissioner Kramer and seconded by Commissioner Gomez-Bethke to approve the agenda. The motion was passed and approved by Commissioner Kramer and after a short discussion, seconded by Commissioner Gomez-Bethke to approve the amended minutes of the March 10, 1998 meeting. The motion was passed.

New Hope Building Official Doug Sandstad was introduced to the Commission. Mr. Sandstad had been invited to appear before the Commission to address questions regarding the role of the building inspector in providing safe, livable housing to low and moderate income New Hope residents. Mr. Sandstad profiled his background, described his duties as building official and zoning administrator, and went on to give a brief description of the reorganization of the Inspection Department.

Mr. Sandstad explained dwelling maintenance codes, mandatory housing inspections required upon the selling of a residence, and responses to complaints from residents, as well as from owners, etc. Mr. Sandstad talked briefly about the 260 Section 8 housing units in the City of New Hope and the role of Marlene Isaacson (City's full-time housing representative), as well as giving an overview of Mrs. Isaacson's job description.

Commissioner Bates asked some specific questions regarding the inspection code as it related to the duties of the inspector. Mr. Sandstad explained the consideration given to the year a residence was built, as well as the year improvements were made as to the standards a structure would be held to at the time of inspection. Mr. Sandstad also explained the duties of State electrical inspectors and their relationship to the needs of our City.

Commissioner Gomez-Bethke inquired as to whether the Inspections Department had identified many complaints as being racially motivated, that is, parties complaining about properties relating more to the racial background of the tenants or owner than to the actual condition of the property. Mr. Sandstad stated that the department did indeed

receive such complaints, but that inspectors were sophisticated enough to readily make determinations when complaints were not valid (related to the actual condition of the property).

Commissioner Lange asked Mr. Sandstad about avenues of appeal. Mr. Sandstad explained when an appeal process was appropriate.

Mr. Sandstad went on to talk about the National Building Code expected to be in place by the year 2000 and various land use codes. Variances and the approval process for variances, as well as the implications concerning numerous variance requests were discussed. Mr. Sandstad addressed the issues of water quality problems, distinguishing between water problems generated by rain and snow melt off and water problems resulting in malfunctioning sanitary sewers.

Commissioner Bates asked Mr. Sandstad to discuss safe housing legislation. Mr. Sandstad explained current legislation and various complications with recent and upcoming proposals.

Liaison Oberreuter asked about safety and quality of life complaints. Mr. Sandstad stated that the department receives a significant number of complaints related to locks, lighting, and structure. He talked briefly of the clusters of problems in the Bass Lake Road corridor area, as well as the proposed Project for Pride and Living proposal being worked on by the City at this time. Mr. Sandstad went on to mention the source of the revenue for the project as having been awarded by a lawsuit which involved the loss of moderate and low income housing in Minneapolis.

Mr. Sandstad was thanked by the Commission for his presentation. Commissioner Kramer then introduced old business and mentioned his recent conversation with City Manager Donahue. Commissioner Kramer stated that in his discussion with the City Manager, they had determined that the housing issue would probably be fairly thoroughly reviewed by the Commission with the presentation by Mr. Sandstad. Mr. Kramer stated that he had mentioned to Mr. Donahue that the Commission had been exploring the idea of a presentation regarding housing or a presentation by members of the Minnesota League of Human Rights Commission on response to bias crimes. Mr. Kramer stated that Mr. Donahue believed that the bias crime presentation would be more appropriate for the Commission to pursue at this time.

Commissioner Kramer stated that he had contacted Mort Ryweck and Marion Helland from the League of Minnesota Human Rights Commission. Both agreed to appear at the May New Hope Human Rights Commission meeting with regard to planning a presentation for the City of New Hope on Saturday, June 20. He stated that they had also suggested inviting State Human Rights Commissioner Gorman to speak at the June presentation.

Commissioner Kramer went on to say that Marion Helland has worked a great deal with local school districts on a variety of diversity issues and studies. Ms. Helland is a past chair of the Golden Valley Human Rights Commission. Mr. Ryweck has been the director of the Minnesota League of Human Rights Commission for some time and has made numerous presentations to municipalities concerning community response to hate crimes. Commissioner Gomez-Bethke stated that she would like to see the New Hope Human Rights Commission take a greater role in planning any such presentation and would like to see representatives from District 281 included in the planning.

Commissioner Kramer stated that Mr. Ryweck would have to be notified fairly soon if we wish to go through with the June presentation. Commissioner Gomez-Bethke stated that she would prefer to have the presentation discussed in detail at the May New Hope Human Rights Commission meeting before actually setting a definite date for a June presentation. There was discussion held amongst Commission members about the desirability of having the May Commission meeting consist mainly of a pre-planning event with Ms. Helland, Mr. Ryweck, and Commissioner Gorman invited to discuss their roles in any upcoming presentation. A motion was made by Commissioner Gomez-Bethke to this effect. The motion was seconded by Commissioner Bates and the motion was passed. Commissioner Gomez-Bethke and Commissioner Bates thanked Commissioner Kramer for his research effort with regard to the proposed presentation, acknowledging that he had made a considerable effort in gathering resources and materials for the proposed event.

The Commission discussed the appropriateness of having the Chief of Police make a presentation on the Police Department's role in combating prejudice and promoting diversity in the City. Liaison Oberreuter briefly explained the Police Department's and City's role in responding to bias motivated crimes and incidents, and the required reporting. The Commission mentioned the recent Neo-Nazi material that had appeared near the mailboxes in two area apartment buildings in January. Liaison Oberreuter stated that he had researched the source of the original material and found that it had come from an active Neo-Nazi group with a chapter in Minneapolis. He went on to explain that there had been no related incidents or any evidence of any individuals being targeted by the display of the material.

Mr. Oberreuter went on to state that he would update the Commission on any recent complaints regarding the Police Department with regard to allegations involving bias. The Commission stated that they would like to hear any complaints at this time. Mr. Oberreuter went on to mention the recent incident at Hosterman School and the fact that Insight Newspaper had been inquiring with regard to the incident. He stated that they might expect an article in Insight having to do with this incident. He went on to explain that there was no evidence of any improper action by the officer at the school and that the apparent complaining party and his parents had not contacted the Police Department with regard to initiating any type of internal affairs complaint. Mr. Oberreuter explained the complaint process in the Police Department at this time.

Commissioner Lange stated that he had a question as to whether the Commission was now satisfied with their goal of exploring housing as an issue for the Commission this year or if they thought they wished to go further with this. Commissioner Kramer stated that the City Manager would prefer that the Commission use its resources to promote a forum on racism. Commissioner Gomez-Bethke stated that the housing information presented by Sue Henry and Doug Sandstad had been extremely useful and could be revisited in conjunction with other issues at a later date. Commissioner Kramer suggested that the Commission move on to the forum on racism and discrimination. Commissioner Lange suggested that the Commission close its discussion on housing at this time expressing satisfaction that the City was progressing in a very favorable way with regard to providing good housing opportunities to low and moderate income people. Commissioner Gomez-Bethke agreed with Commissioner Lange and suggested that the Commission move on to other issues and that the Commission make a statement as to the appropriateness of exploring the issue and their satisfaction with the presentations made by City staff, as well as the effort made by the City in the areas of low and moderate income housing. Commissioner Bates suggested a motion to this effect. Commissioner Lange stated that he would prepare letters and present them at the May meeting. Commissioner Bates seconded Commissioner Lange's motion. The motion passed.

Commissioner Kramer stated that in his discussion with City Manager Donahue it had been proposed that the City of New Hope and other cities having Human Rights Commissions join together on a common planning project. Commissioner Gomez-Bethke stated that at the present, the New Hope Human Rights Commission needs Commission members. Commissioner Lange stated he does not believe that the New Hope Human Rights Commission now has enough members to conduct business, that the Council has not yet approved Commissioner Kramer's and Commissioner Gomez-Bethke's reappointment to the Commission.

Commissioner Kramer stated that he had received a letter from City Manager Donahue in which the Commission was directed not to take any steps to lobby for the appointment of perspective Commission member Ms. Statz, but to adhere to the long standing policy of the Council to appoint Commission members on the basis of Council criteria rather than get any influence from the commissioners themselves. Other commissioners stated that they were unaware of the existence of this letter. Commissioner Gomez-Bethke requested Mr. Oberreuter to inquire as to why none of the other commissioners received a copy of the letter. Commissioner Kramer stated that he was unaware that he was the only recipient of the letter.

Commissioner Gomez-Bethke made a motion expressing concern with the apparent lack of action of the part of the City Council and Mayor to recruit perspective members for the Human Rights Commission. Commissioner Bates seconded the motion and the motion was passed.

Commissioner Kramer made a motion to adjourn the meeting. The motion was moved and passed. The meeting was adjourned at 9:10 p.m.

Minutes submitted by,

Inspector John Oberreuter
City Liaison to the Human Rights Commission

STEVEN A. SONDRALL
MICHAEL R. LARSEN
MARTIN P. MALECHIA
WILLIAM C. STRAT

CORRICK & SONDRALL, P.A.
ATTORNEYS AT LAW
Edinburgh Executive Office Plaza
6526 Edinbrook Crossing
Suite #203
Brooklyn Park, Minnesota 55443

TELEPHONE (612) 425-9671
FAX (612) 425-8667

LEGAL ASSISTANT
SHARON D. DENNEY

November 5, 1998

Mr. Daniel J. Donahue
City Manager
City of New Hope
4401 Xylon Avenue North
New Hope, MN 55428

RE: Human Rights Commission
Our File No: 99.10041

Dear Dan:

At your request I have reviewed the proposed brochure prepared by the New Hope Human Rights Commission for public dissemination. Apparently, the purpose of the brochure is to acquaint the general public with the existence and functioning of the New Hope Rights Commission and the services provided by the Commission.

As you know, we recently enacted New Hope Code §2.25 through §2.258 re-establishing a Human Rights Commission in the City. Discussions held at the City Council level prior to the enactment of these Code sections clearly indicated the function of the Commission should be as follows:

1. It should be an advisory body to the City Council on human rights issues within the City;
2. It would not engage in the mediation of actual complaints of alleged discrimination or violations of the Minnesota Human Rights Act; and
3. It would be proactive by disseminating to the general public information pertaining to human rights issues so that business owners, governmental employers and people in general would be aware of their rights and obligations under the Minnesota Human Rights Act so that discrimination and violation of this Act could be prevented before situations reached a complaint stage.

These policies were codified by the purposes clause of New Hope Code §2.253 (see copy enclosed). The enclosed brochure prepared by the Commission is contrary to the purpose provision of New Hope Code §2.253. Specifically, the brochure indicates the Commission

Daniel J. Donahue
November 6, 1996
Page 2

intends to mediate potential violations of the Minnesota Human Rights Act. Unless the City Council intends to authorize a "No Fault" grievance procedure for mediation of actual complaints, all references to mediation or the ability to discuss specific problems with the New Hope Human Rights Commission should be deleted from the brochure.

Also, the State of Minnesota no longer provides mediation training for a "No Fault" grievance procedure. I am enclosing a copy of a transcript I received from Joan Schmidt at the City of Crystal. Joan is the Crystal staff person acting as a liaison to the Crystal Human Rights Commission. The transcript pertains to a discussion by Wendy Adler Robinson before the Crystal Human Rights Commission on January 24, 1994. Ms. Robinson is a staff person at the Minnesota Department of Human Rights. She indicates the "No Fault" grievance procedure training has been eliminated, however the League of Minnesota Human Rights Commissions apparently will still do some training. In the event the Council authorizes our Commission to implement a grievance procedure, I strongly recommend mandatory mediation training for all Commissioners intending to be involved with said procedure.

I am also troubled by a reference in the brochure to confidential or personalized help. This makes the Commission sound as if it will act as an advocate on behalf of the complaining party. If we do implement a grievance procedure, the Commission will need to be a neutral party and should not assume the role of an advocate. I suspect these kinds of issues would be discussed in detail in any mediation training provided to the Commissioners involved with the procedure.

Also, the Commission is a public body and as such would be subject to the Open Meeting Law. Therefore, any confidential discussions may be in violation of the Open Meeting Law. Further, any information submitted to the Commission would be subject to the Data Practices Act. As a result, most of the information submitted would be public information available for inspection by anyone requesting to review it and as a result, may not be protected as confidential information.

Before the Commission advertises a grievance procedure including confidentiality and advocacy, it is my recommendation we formulate the procedure prior to its advertisement for discussion and approval by the New Hope City Council.

Daniel J. Donahue
November 6, 1996
Page 3

I understand the people on the Commission want to be active in preventing or resolving discrimination claims, however they might be getting ahead of themselves somewhat with the creation of this brochure. Providing information or programs regarding compliance with the Minnesota Human Rights Act was their charge by the City Council in my opinion. I do not believe the Council authorized the Commission to act as mediators as represented by this brochure and I believe that should be clarified with the City Council prior to dissemination of the brochure.

It might be a wise idea for an individual from the State Human Rights Department, like Wendy Adler Robinson, to attend a Commission meeting and provide the Commission with some information or resources on the development of programs of a proactive nature. This may help them to better define their function and purpose as a Commission as mandated by the New Hope Code sections under which they were established.

Please contact me if you have any other questions or comments.

Very truly yours,



Steven A. Sondrali

S1W3
Enclosures

2.25 HUMAN RIGHTS COMMISSION

- 2.251 Human Relations Policy. It is hereby declared that it is the public policy of the City of New Hope to fulfill its responsibility as a partner with the State Department of Human Rights in securing for all citizens equal opportunity in housing, employment, public accommodations, public services and education, and to work consistently to improve the human relations climate of the City of New Hope.
- 2.252 Human Service Commission Established. There is established within the City of New Hope, a Human Rights Commission.
- 2.253 Purpose. The purpose of the Commission is as follows:
- (1) To serve as an advisory body to the City Council on human rights, laws, issues, policies and programs.
 - (2) At the direction of the City Council, to develop programs of formal and informal education to assist in the implementation of the Federal and State Human Rights Acts and the Federal ADA Act and to insure all citizens full and equal participation in the affairs of the community.
 - (3) At the direction of the City Council, to provide leadership and act cooperatively with agencies, organizations and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily life of the City.
- 2.254 Membership and Terms. The Commission shall consist of seven members to be appointed by a majority vote of the Council to serve terms of two years beginning January 1, 1995, except that the initial terms of three members shall be for one year. The persons to receive one year terms shall be determined by lot, unless otherwise agreed upon by the Council and the appointees.
- (Ord. 95-14)
- 2.255 Meetings. The Commission shall meet as is deemed necessary at the discretion of the Commission, or at the request of the City Council, but not less than once annually. The meetings shall take place in the City Hall. The Commission meetings shall be open to the public. Minutes shall be kept of each meeting and a copy of the minutes shall be filed with the City Clerk as the official record of the activities of the Commission. Meetings shall be called by the chairman or at least three members of the Commission, upon three days notice to all members.
- 2.256 Powers and Duties. In fulfillment of its purpose the Commission's duties and responsibilities shall be to meet as needed to:
- (1) Bylaws. Adopt bylaws and rules for the conduct of its affairs including the election, assumption of duties and definition of responsibilities of officers and committees.
 - (2) Secure Cooperation. 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.
 - (3) Develop Program. Formulate a human service program in response to concerns developed from reviews of the community's needs for the City of New Hope 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 and services.

(4) Advisory Duties. Advise the City Council on human relations and civil rights problems. Act in an advisory capacity with respect to planning or operation of any city service or program on issues of civil and human services and recommend the adoption of such specific policies or actions as are needed to provide for full equal opportunity in the community.

(5) State Policy Implementation. Develop in cooperation with the State Department of Human Rights such programs of formal and informal education as will assist in the implementation of the Minnesota Human Rights Act and provide for the Commission's assumption of leadership in recognizing and resolving potential problem areas in the community.

(Ord. 95-14)

2.257 Vacancies and Removal From Office.

(1) Vacancies. A membership on the Commission shall become vacant upon the occurrence of any of the following:

(a) Death. The death of a member;

(b) Disability. Physical or mental disability rendering him incapable of service;

(c) Residence. A change of residence outside of the City of New Hope;

(d) Resignation. Resignation in writing directed to the Commission Chairman.

(2) Removal From Office. The Commission, by a 4/7'th vote of its members may petition the Council to remove any member when, in its discretion, the best interest of the City would be served thereby, after first giving the person so named an opportunity to be heard before the Commission and the Council. A Commissioner will be removed by a majority vote of the City Council.

(Ord. 95-14)

2.258 Compensation. The Commission members shall serve without compensation, but may be reimbursed for expenses authorized by the Council when representing the City, subject to the approval of the City Manager.

(Ord. 74-31)



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall: 612-531-5100
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City Hall Fax: 612-531-5136
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Fire Dep't. Fax: 612-531-5175

June 3, 1997

Mr. Henry Bates
9300 46th Avenue North
New Hope, MN 55428

Dear Henry:

Following is a list of names and titles of the City's Management Team:

Dan Donahue, City Manager
Kirk McDonald, Management Assistant/Community Development Coordinator
Sherry Draper, Human Resources Manager
Jeannine Clancy, Director of Public Works
Shari French, Director of Parks and Recreation
Colin Kastanos, Director of Police
Doug Smith, Director of Fire & Safety
Larry Watts, Director of Finance/Administration

Also, as promised, here's the Chamber's address:

Twin West Chamber of Commerce
Woodside Office Park
10550 Wayzata Blvd.
Minnetonka, MN 55343

Let me know if I can provide any additional assistance.

Sincerely,

Valerie Leone, CMC
City Clerk



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New Hope, Minnesota 55428-4898

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Fire Dep't. Fax: 612-531-5175

November 4, 1997

Ms. Irene Gomez-Bethke
4649 Decatur Ave. N.
New Hope, MN 55427

SUBJECT: COMMISSION RE-APPOINTMENT

Dear Ms. Gomez-Bethke:

Your term on the Human Rights Commission will expire on December 31, 1997.

At its meeting of December 8, 1997, the City Council will consider Commission re-appointments.

Please complete and return the enclosed form by December 1st. If you have any questions, contact Valerie Leone at 531-5117. Thank you for the contributions you have made to the City through service on this Commission.

Sincerely,

Daniel J. Donahue
City Manager

DJD/vl

enc.

2.25 HUMAN RIGHTS COMMISSION

- 2.251 Human Relations Policy. It is hereby declared that it is the public policy of the City of New Hope to fulfill its responsibility as a partner with the State Department of Human Rights in securing for all citizens equal opportunity in housing, employment, public accommodations, public services and education, and to work consistently to improve the human relations climate of the City of New Hope.
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 - (2) At the direction of the City Council, to develop programs of formal and informal education to assist in the implementation of the Federal and State Human Rights Acts and the Federal ADA Act and to insure all citizens full and equal participation in the affairs of the community.
 - (3) At the direction of the City Council, to provide leadership and act cooperatively with agencies, organizations and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily life of the City.
- (Ord. 95-14)
- 2.254 Membership and Terms. The Commission shall consist of nine (9) members. One commissioner shall be a student member attending an Independent School District 281 school. The members shall be appointed by a majority vote of the Council to serve terms of two years beginning January 1, 1996, except that the initial terms of three members shall be for one year. The persons to receive one year terms shall be determined by lot, unless otherwise agreed upon by the Council and the appointees. If a student member is appointed, the student member's term shall be for one academic year commencing September 1st and terminating on August 31st of the following year. The student commissioner shall have full voting authority.
- (Ord. 95-14, 97-16)
- 2.255 Meetings. The Commission shall meet as is deemed necessary at the discretion of the Commission, or at the request of the City Council, but not less than once annually. The meetings shall take place in the City Hall. The Commission meetings shall be open to the public. Minutes shall be kept of each meeting and a copy of the minutes shall be filed with the City Clerk as the official record of the activities of the Commission. Meetings shall be called by the chairman or at least three members of the Commission, upon three days notice to all members.
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 - (2) Secure Cooperation. 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.
 - (3) Develop Program. Formulate a human service program in response to concerns developed from reviews of the community's needs for the City of New Hope 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 and services.

- (4) Advisory Duties. Advise the City Council on human relations and civil rights problems. Act in an advisory capacity with respect to planning or operation of any city service or program on issues of civil and human services and recommend the adoption of such specific policies or actions as are needed to provide for full equal opportunity in the community.
- (5) State Policy Implementation. Develop in cooperation with the State Department of Human Rights such programs of formal and informal education as will assist in the implementation of the Minnesota Human Rights Act and provide for the Commission's assumption of leadership in recognizing and resolving potential problem areas in the community.

(Ord. 95-14)

2.257 Vacancies and Removal From Office.

- (1) Vacancies. A membership on the Commission shall become vacant upon the occurrence of any of the following:
 - (a) Death. The death of a member;
 - (b) Disability. Physical or mental disability rendering him incapable of service;
(Code 072684)
 - (c) Resignation. Resignation in writing directed to the Commission Chairman.
(Code 072684, Ord. 97-6)
- (2) Removal From Office. The Commission, by a 4/7'th vote of its members may petition the Council to remove any member when, in its discretion, the best interest of the City would be served thereby, after first giving the person so named an opportunity to be heard before the Commission and the Council. A Commissioner will be removed by a majority vote of the City Council.

(Ord. 95-14)

2.258 Compensation. The Commission members shall serve without compensation, but may be reimbursed for expenses authorized by the Council when representing the City, subject to the approval of the City Manager.

(Ord. 74-31)



HUMAN RIGHTS COMMISSION

MISSION STATEMENT

To serve as an advisory body to the New Hope City Council on matters pertaining to human rights.

To develop programs of formal and informal education programs to assist in the implementation of federal and state Human Rights Acts and Laws and the American Disability Act, and to ensure all citizens full and equal participation in the affairs of the community.

To provide leadership and act in a cooperative manner with agencies, organizations, and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily lives of the residents of the City of New Hope.

HUMAN RIGHTS COMMISSION

By-Laws

PURPOSE

The purpose of these by-laws is to facilitate the Human Rights Commission's responsibility as a permanent advisory commission to the City of New Hope. The Commission was re-established by the New Hope City Council under Ordinance 95-14 dated September 25, 1996.

The Commission will help fulfill the City of New Hope's responsibility as a partner with the State Department of Human Services, in securing for all of its residents equal rights in housing, employment, public accommodations, public services and education directed toward improving the human relations climate in the City of New Hope.

The Commission will serve as an advisory body to the New Hope City Council on matters pertaining to human rights. At the direction of the City Council the Commission will develop formal and informal educational programs to assist in the implementation of federal and state laws as well as local ordinances pertaining to human rights, in order to assure that all citizens, property owners and organizations within the City have full and equal participation in the affairs of the community.

At the direction of the City Council the Commission will provide leadership and act cooperatively with human rights agencies, organizations and other human rights commissions in the recognition and prevention of discrimination and inequalities in the City of New Hope.

ARTICLE I

A. Organization/Composition and term of office

The Commission shall be composed of up to nine New Hope residents appointed by a majority vote of the New Hope City Council (city code 2.254) for a period of two years beginning January 1, 1996, except that the initial term of three members shall be for one year and the other three members' term shall be for two years. Initial one year terms will be decided by lot drawing. Terms may be renewed.

Of the nine commissioners, at least one shall be a high school student attending an Independent School District #281 school.

The term of office for the student(s) commissioner shall be from September 1st to August 31st of the following year. The student(s) commissioner(s) may be reappointed.

When the student(s) commissioner leaves school permanently, the student commission appointment will expire. Another student will then be appointed by the City Council to fill the vacancy.

ARTICLE II

A. Duties/Powers/Responsibilities of Commission

To adopt by-laws and rules of procedure for conducting its affairs, including the election, assumption of duties and defining the duties of its officers.

To enlist the cooperation of agencies, organizations and individuals in the community in educational programs directed toward providing equal opportunity and the elimination of inequalities.

To formulate a human service education program in response to valid data obtained from professional analysis of community needs.

To advise the City Council on human and civil rights issues.

To cooperate with the State Department of Human Rights in the development of formal and informal educational programs which will assist in the implementation of the Minnesota's Human Rights Act and which will provide for the Council's assumption of leadership in recognizing and resolving potential human rights problem in the community.

To obtain, when required, specific training and certification in human rights procedures.

B. Election of Officers

The officers of the Commission shall be elected each year by the current New Hope Human Rights Commission members at the January meeting.

Election results shall be recorded in the minutes of the January meeting.

Officers shall serve for a period of one year, commencing in January after elected, and ending December 31st of that year.

C. Officers

The officers of the Commission shall be a chairperson, vice chairperson and a recording secretary.

D. Duties of Officers

1. Chairperson

The chairperson shall preside at all meetings of the New Hope Human Rights Commission and shall assume all the supervisory and management responsibilities associated with this position.

The chairperson shall appoint all commission members to task forces. In addition, non-commission individuals may be selected to serve on a task force with the approval of the City Council.

A commissioner on each task force will make a progress report at the monthly commission meeting.

The chairperson (or a person appointed by the chairperson) shall upon being notified of a new commission member, welcome that member and inform said member about the role of the commission and his/her duties as a commissioner.

2. Vice Chairperson

The vice chairperson shall, in the absence of the chairperson, assume all the responsibilities of the chairperson.

3. Secretary

The secretary shall record and keep all commission minutes and records.

The City Clerk shall keep all original commission minutes and records.

The secretary shall mail to all current commission members and to others as instructed no later than five calendar days prior to the next meeting, a copy of the minutes from the last meeting and the agenda for the next meeting.

The secretary shall notify all commission members of the time, place and reason for a special meeting.

In the absence of the chair and vice chair, the secretary shall assume the duties of commission chair.

ARTICLE III

A. Annual Meetings

At its first meeting in January, the Commission shall set the dates and time for all regular monthly meetings.

B. Monthly Meetings

The Commission shall hold a minimum of six regular monthly meetings in a calendar year unless otherwise specified. Monthly meetings will be held on the first Monday of the month in the City Council Chambers.

C. Special Meetings

The Commission chair or a majority of the present commissioners may call a special meeting.

ARTICLE IV

A. Conducting of Business

In the presence of a quorum, a meeting is called to order. In the absence of all commission officers, the commissioners present may elect an acting chair.

A quorum is defined as the presence of a majority of the commissioners.

The most recent edition of Robert's Rules of Order shall guide commission meetings, but not govern them.

B. Order of Business

- Roll call with results recorded in the minutes
- Approval of meeting agenda
- Approval of last meeting minutes
- Introduction of guests
- Communications
- Task force reports
- Old business

- New business
- Announcements
- Adjournment

ARTICLE V

A. Attendance

Unexcused absences from three consecutive regular commission meetings shall be grounds for removal from this commission.

B. Removal From Office

Section 2.257(2) of the New Hope Human Rights Commission ordinance states that by a majority vote of all commission members, the commission may petition the City Council to remove any member when, in its discretion, the best interests of the City would be thereby served, after first giving the person so named an opportunity to be heard before the Commission and the City Council. A commissioner will be removed by a majority vote of the Council.

C. Resignations

The handling of all Commission resignations shall be governed by the most recent version of New Hope City Ordinance 95-14.

ARTICLE VI

A. General Provisions

No member of the Commission shall be authorized to speak on matters of human rights policy until the City Council and/or City Manager have approved of such statements.

On all matters before the Commission, there shall be no proxy voting.

ARTICLE VII

A. By-Law Amendments/Ordinance Changes

These by-laws may be recommended for amendment by a two-thirds affirmative vote of the commissioners at a regular or special meeting and then submitted to the City Council for approval.

Notice of the proposed by-laws or ordinance changes shall be mailed by the secretary to all commissioners at least five days prior to the meeting of which amendment(s) or ordinance changes are considered.

Any commission member may, in writing, propose changes to these by-laws or Ordinance 95-14.

ARTICLE VIII

A. Minnesota's Open Meeting Law, Minnesota Statute §471.705, states that all meetings, including executive sessions of any City commission meeting, shall be open to the public.

- B. The vote tally on all decisions of the Commission will be recorded in the minutes from that Commission meeting.

ARTICLE IX

- A. These by-laws shall be governed by the most recent version of City Ordinance 95-14.
- B. These by-laws were recommended for approved on October 7, 1996, by the New Hope Human Rights Commission, and approved by the New Hope City Council on October 21, 1997.



HUMAN RIGHTS COMMISSION

MISSION STATEMENT

To serve as an advisory body to the New Hope City Council on matters pertaining to human rights.

To develop ~~programs~~ of formal and informal education programs to assist in the implementation of federal and state Human Rights Acts and Laws and the American Disability Act, and to ensure all citizens full and equal participation in the affairs of the community.

To provide leadership and act in a cooperative manner with agencies, organizations, and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily lives of the residents of the City of New Hope.

and
employees
in the
City of N.H.
business
students

HUMAN RIGHTS COMMISSION

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Human Rights Commission Action Plan Worksheet

Committee _____

Date _____

A. GOAL:

(What's to be done?)

B. TASKS: 1.

(How should we do it?)

2.

3.

4.

• Who will do what?

• Where will it happen?

• When will this happen (start, on-going, end)

• What **special resources** are needed? (People? Materials? Money?)

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:

1. Develop criteria for an annual Human Rights Award Presentation. We could recognize outstanding individuals and organizations.
2. 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 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.
6. Arrange a program on the Americans With Disabilities Act with schools, Chamber of Commerce, or city department heads and key staff.

[illegible]

1996 PHRC PROJECT/EVENT LIST

May 28, 1996

<u>DATE</u>	<u>PROJECT/EVENT</u>	<u>PHRC GOAL</u>	<u>PHRC ROLE</u>	<u>PHRC TASKS</u>	<u>OWNER</u>
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,

June 6, 1996

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.
5. 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.

COMMUNITY NETWORKS

[illegible]

June 6, 1996

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

Human Rights Commission Roster
3/26/99

<u>Commission</u>	<u>Last Name</u>	<u>First Name</u>	<u>Address</u>	<u>Phone</u>	<u>Appt</u>	<u>Re-Appt</u>	<u>Term End</u>	<u>Notes</u>
Human Rights	Bates	Henry	9300 46th Ave. N.	533-5552(h)	01/08/96	12/14/98	12/31/00	
	Gomez-Bethke	Irene	4649 Decatur Ave. N.	537-0469(h)	01/08/96	08/24/98	12/31/99	
				(651)296-9541(w)				
	Kramer	Winnie	6041 Winnetka Ave. N.	971-0619(h)	02/22/99		12/31/00	
				531-5092(w)				
	Monroe	Cal	4025 Nevada Ave. N.	537-2884(h)	02/22/99		12/31/00	
	Thiede	Karen	4025 Ensign Ave. N.	544-4363(h)	03/15/99		12/31/00	



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall: 612-531-5100
Police: 612-531-5170
Public Works: 612-533-4823
TDD: 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

June 3, 1999

Mr. Cal Monroe
4025 Nevada Avenue North
New Hope, MN 55427

Dear Cal:

Congratulations on your appointment to the New Hope Human Rights Commission. You can be proud of this accomplishment and it is my distinct pleasure to extend a warm welcome to you on behalf of the Commission.

The Human Rights Commission advises the City Council on human relations and human and civil rights issues. It acts in an advisory capacity with respect to planning or operation of any City service program on issues of civil and human services. In addition, it recommends the adoption of specific policies or actions as are needed to provide full, and equal opportunity in the community. The Commission is also active in educating the community regarding the Minnesota Human Rights Act.

There is a community need to continue with the work of the Commission and your role will be an important one. With your education and experience you bring to the Human Rights Commission much - need momentum. Thank you for being willing to share your time and talent for the common good of the community. I look forward to working with you in this important area and to meeting you at the June 7th meeting.

Sincerely,

Irene Gomez-Bethke
Acting Chair



4401 Xylon Avenue North
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Public Works Fax: 612-533-7650
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June 3, 1999

Ms. Winnie Kramer
6041 Winnetka Avenue North
New Hope, MN 55428

Dear Winnie:

Congratulations on your appointment to the New Hope Human Rights Commission. You can be proud of this accomplishment and it is my distinct pleasure to extend a warm welcome to you on behalf of the Commission.

The Human Rights Commission advises the City Council on human relations and human and civil rights issues. It acts in an advisory capacity with respect to planning or operation of any City service program on issues of civil and human services. In addition, it recommends the adoption of specific policies or actions as are needed to provide full, and equal opportunity in the community. The Commission is also active in educating the community regarding the Minnesota Human Rights Act.

There is a community need to continue with the work of the Commission and your role will be an important one. With your education and experience you bring to the Human Rights Commission much - need momentum. Thank you for being willing to share your time and talent for the common good of the community. I look forward to working with you in this important area and to meeting you at the June 7th meeting.

Sincerely,

Irene Gomez-Bethke
Acting Chair



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July 27, 1999

*Irene - FYI
another
new member*

Ms. Debbie Sibbet
8011 Bass Lake Road, D304
New Hope, MN 55428

Dear Debbie:

Thank you for meeting with the City Council on July 26. At the Council Meeting, the Council unanimously appointed you to serve on the Human Rights Commission. Your term will expire December 31, 2000. We are grateful to residents willing to volunteer and serve on commissions for the benefit of the community. Our commissioners provide valuable citizen input to the local government process.

The regular meeting date for the Human Rights Commission is 7:00 p.m. on the first Monday of each month. The next regular meeting date is Monday, August 2, at New Hope City Council Chambers.

Enclosed is some information relative to the Commission which will help familiarize you with the Commission's history.

Again, congratulations on your appointment. Please contact me at 531-5117 if you have any questions.

Sincerely,

Valerie Leone, CMC
City Clerk



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March 26, 1999

Ms. Karen Thiede
4025 Ensign Avenue North
New Hope, MN 55427

Dear Karen:

Thank you for recently interviewing with the City Council. At its meeting of March 15, 1999, the Council appointed you to the Human Rights Commission for a term expiring December 31, 2000.

The regular meeting date for the Human Rights Commission is 7:00 p.m. on the first Monday of each month. However, in an effort to establish regional work plans, commissioners have been holding "regional" meetings with neighboring cities. It is anticipated that the next regional meeting will take place in April or May. Once the date is set, a meeting notice will be mailed to you with details. Also, after the Commission membership is at an appropriate level, the Council will be scheduling a meeting with all of you.

Congratulations on your appointment, Karen. Please contact me at 531-5117 if you have any questions.

Sincerely,

Valerie Leone, CMC
City Clerk

cc: Human Rights Commission Members (per the enclosed list)



**NEW HOPE
HUMAN RIGHTS COMMISSION**

Timothy A. Thomas, Chair
4748 Utah Avenue North
New Hope MN 55428
H: 535-3048
W: 742-6388
Fax: 742-6349

8008 Kay Irving Kramer, Bass Lk Rd. 412
~~8008 36th Avenue North, Apt. 304~~
New Hope MN 55428
H: ~~545-7859~~ 531-7919
W: ~~954-5423~~ 954-4716
Fax: ~~954-6003~~

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

Irene Gomez-Bethke, Commissioner
4649 Decatur Avenue North
New Hope MN 55428
H: 537-0469
W: 824-0708, Ext. 125

Eugene Jackson, Jr., Commissioner
3741 Maryland Avenue North
New Hope MN 55427-1541
H: 536-5983
W: 635-5903

Stacy L. Unowsky, Commissioner
4501 Oregon Avenue North
New Hope MN 55427
H: 531-1930
W: 335-4426

Christopher M. Lange, Commissioner
7601 36th Avenue North, Apt. 222
New Hope MN 55427
H: 525-9837
W: 954-4158

7:00 High School Member

Katie McLaughlin
8416 North wood Pkwy
New Hope MN 55427
(h) 541-1048

George Truehart III
4841 Winnetka Ave W
New Hope MN 55428
(h) 535-8503

NEW HOPE
1996 HUMAN RIGHTS COMMISSION

Timothy A. Thomas, Chair
4748 Utah Avenue North
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H: 535-3048
W: 742-6388
Fax: 742-6349

Iris Moore, Vice Chair
4057 Decatur Avenue North
New Hope MN 55427
H: 544-9833
W: 931-5686

Kay Irving Kramer, Secretary
8100 36th Avenue North, Apt. 304
New Hope MN 55427
H: 545-7859
W: 954-5423, 954-4716
Fax: 954-6003

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

Irene Gomez-Bethke, Commissioner
4649 Decatur Avenue North
New Hope MN 55428
H: 537-0469
W: 824-0708, Ext. 125

Eugene Jackson, Jr., Commissioner
3741 Maryland Avenue North
New Hope MN 55427-1541
H: 536-5983
W: 635-5903

*Jessie
Arnold 537-8892*

Students

*Kath McLaughlin 541-1048
8416-Northwood PKwy
New Hope 55427*

*George Trueheart 535-8503
4841-Winnetka Ave. N.
New Hope, MN. 55428*

*Stacey Unowsky 531-1930 H
4501-Oregon Ave. N. 335-4426 O
New Hope, MN. 55427*



CITY OF NEW HOPE

APPLICATION FOR COMMISSION

Applying for:

- () Citizen Advisory Commission
() Personnel Board
☒ Planning Commission
() Human Rights Commission

1. Name MS. STACY UNOWSKY Home Phone 531-1930
Bus. Phone 335-4426
2. Address 4501 OREGON AVENUE NORTH, NEW HOPE
3. How long have you lived in the City? Since August 1994
4. What skills do you have that you feel would benefit the City?
I have strong organizational skills that would benefit the city in realizing our goals.
5. Why do you want to serve on this commission?
I would like to be involved in the city planning process and learn more about city functions.
6. What experience have you had that you feel would be pertinent to this commission?
During college I participated in planning for the Student Unions, and other organizations at the university. Currently I work for the largest
7. ^{upls-}Public Housing Authority in the state and have gained expertise in coordinating projects and staff.
What other civic activities are you involved in?
Recently I have been exploring graduate studies in planning and public administration
8. Have you served on any City commissions or boards in the past?
No

Stacy Unowsky
Signature
2/16/96
Date



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall: 612-531-5100
Police: 612-531-5170
Public Works: 612-533-4823
TDD: 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

March 12, 1996

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

Dear Ms. Unowsky:

Thank you for interviewing with the New Hope City Council on February 26, 1996. At its meeting of March 11, 1996, the New Hope City Council appointed you to serve on the Human Rights Commission for a one-year term expiring December 31, 1996.

The Commission meets the first Monday of each month at 7:00 p.m. unless there is a scheduling conflict due to a holiday. The next regular meeting is scheduled for Monday, April 1, at the New Hope City Hall. Agenda packets will be mailed to your home prior to each meeting. As previously mentioned, the Human Rights Commission was just recently organized (January, 1996). I am confident that you will find your service on the Commission to be a rewarding experience.

A copy of your application has been forwarded to Timothy Thomas, Chair of the Human Rights Commission.

Congratulations on your appointment.

Sincerely,

Valerie Leone, MCMC
City Clerk

cc: Timothy Thomas

CITY OF NEW HOPE
HUMAN RIGHTS COMMISSION
1997 MEETING DATES

Unless noted, all meetings will be held in the Council Chambers

Monday

January 6, 1997 — Jan. 8, '97 — Ordinance
February 3, 1997 — Bylaws + Brochure
March 3, 1997
April 7, 1997
May 5, 1997
June 2, 1997
July 7, 1997
August 4, 1997
September — (Labor Day holiday is first Monday; need to set alternate date).
Advise Val of date so that a meeting room can be reserved (Sept
2 and Sept 8 the chambers is unavailable)
October 6, 1997
November 3, 1997
December 1, 1997

JANUARY 1997
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1997



PHONE NUMBERS:

NOTATION

All Jewish Holidays
start at sundown
the day before
they are listed:

Passover	April 22, 1997
Rosh Hashanah	Oct. 02, 1997
Yom Kippur	Oct. 11, 1997
Hanukkah	Dec. 24, 1997

● CITY HOLIDAYS

■ COUNCIL MEETINGS

■ PAYDAYS

**Bonestroo
Rosene
Anderlik &
Associates**
Engineers & Architects

(612) 636-4600
FAX (612) 636-1311

JANUARY 1997
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● CITY HOLIDAYS

■ COUNCIL MEETINGS

■ PAYDAYS



Bonestroo
Rosene
Anderlik &
Associates
Engineers & Architects
(612) 636-4600
FAX (612) 636-1311

Gary Link



**HUMAN RIGHTS COMMISSION
MEETING NOTICE**

City Hall, 4401 Xylon Avenue North

August 2, 1999

7:00 p.m.

Commission Members:

Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe
J Ramnarale
Debbie Sibbet

1. Welcome and Introductions
2. Approval of Minutes of June 7, 1999 (minutes to be distributed at meeting)
3. Nomination of Officers
4. Regional Meetings - Update *sept.*
5. Schedule September Meeting Date (due to Labor Day holiday)
6. New Business
7. Adjournment

*Don
Wicki
D.*

(Attachment for informational purposes: Minutes regarding the July 22, 1998, Meeting with City Council)

**CITY OF NEW HOPE
4401 XYLON AVENUE NORTH
NEW HOPE, MINNESOTA 55428**

Human Rights Commission
Regular Meeting

June 7, 1999
City Hall

CALL TO ORDER

Acting Chair Irene Gomez-Bethke called the meeting of the Human Rights Commission to order at 7:10 p.m.

ROLL CALL

Present: Irene Gomez-Bethke
Winnie Kramer
Henry Bates

Absent: Cal Monroe

APPROVE MINUTES

The minutes of November 9, 1998, were approved.

**REMARKS BY
MAYOR ENCK**

Mayor W. Peter Enck reviewed the purpose of the Commission and reported on the current recruiting efforts in finding persons to serve on the Commission.

**MISSION
STATEMENT AND
BY-LAWS**

The current mission statement was reviewed and changes in the wording were suggested. It was also suggested that the by-laws be updated.

**REGIONAL
MEETINGS**

Commissioner Kramer shared information pertaining to the regional human rights meetings. The role of "community circles" was explained by Commissioner Kramer who will represent New Hope at the meeting of June 18, 1999, which will be held at St. Paul City Hall. A topic covered by these circles is housing discrimination.

HUMAN RIGHTS DAY

Commissioner Gomez-Bethke reported that the state Human Rights Day will be sometime during the month of December. She volunteered to obtain additional information regarding the event.

NEXT MEETING

The Commission agreed to cancel the July meeting due to the July 4th holiday. The next regular meeting date will be Monday, August 2, 1999, at 7:00 p.m. in the New Hope City Council Chambers.

ADJOURNMENT

The Human Rights Commission meeting was adjourned at 8:15 p.m.

Respectfully submitted,



Henry Bates
Acting Secretary



**HUMAN RIGHTS COMMISSION
MEETING NOTICE**

City Hall, 4401 Xylon Avenue North

August 2, 1999

7:00 p.m.

Commission Members:

Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe
J Ramnarale
Debbie Sibbet

1. Welcome and Introductions
2. Approval of Minutes of June 7, 1999 (minutes to be distributed at meeting)
3. Nomination of Officers
4. Regional Meetings - Update
5. Schedule September Meeting Date (due to Labor Day holiday)
6. New Business
7. Adjournment

(Attachment for informational purposes: Minutes regarding the July 22, 1998, Meeting with City Council)

**CITY OF NEW HOPE
4401 XYLON AVENUE NORTH
NEW HOPE, MINNESOTA 55428**

City Council
Work Session #7

July 22, 1998
6:00 p.m.

CALL TO ORDER

The New Hope City Council met in special work session pursuant to due call and notice thereof; Mayor W. Peter Enck called the meeting to order at 6:54 p.m. The meeting was held at the Public Works Facility, 5500 International Parkway.

ROLL CALL

Present: W. Peter Enck, Sharon Cassen, Don Collier, Pat LaVine Norby, Jerry Otten
Staff Present: Dan Donahue, City Manager; Jeannine Clancy, Director of Public Works, Tom Schuster, Contract Manager; John Oberreuter, Police Inspector

**MEETING WITH
HUMAN RIGHTS
COMMISSIONERS
Item 11.1**

Mayor Enck introduced for discussion Item 11.1, Meeting with Human Rights Commissioners.

Mr. Henry Bates and Ms. Irene Gomez-Bethke were present representing the Human Rights Commission. Also present was John Oberreuter, Staff Liaison for the Commission.

The Council and Commissioners exchanged dialogue concerning the objectives of the Human Rights Commission. The Council emphasized that they are still interested in retaining a local human rights commission and will make no changes to the existing ordinance. The principle direction of the Commission will focus on education as well as providing information and advice to the City Council. The Council directed staff to recruit additional commissioners this fall.

Mr. Donahue encouraged the commissioners to participate in the regional meeting on September 24 at which time neighboring cities and commissioners will attempt to establish a regional agenda.

The Council thanked the Commissioners for expressing their views.

**CITY CENTER
MASTER PLAN
Item 11.2**

Mayor Enck introduced for discussion Item 11.2, Review of City Center Master Plan (Improvement Project No. 547).

Ms. Jeannine Clancy, Director of Public Works, introduced the following persons:

Jeff Martin, DSU Landscape Architect
Shelley Johnson and Mark Hanson, Bonestroo, Rosene, Anderlik & Associates
Tom Schuster, Contract Manager/Forester

Mr. Martin reviewed components of the master plan and responded to questions from the Council.

Ms. Jeannine Clancy discussed funding options.

The Council did not wish to formally authorize preparation of plans and specifications. However, the Council did direct staff to begin the process by working on the development of various components to establish the groundwork so

SUMMARY OF ITEMS DISCUSSED AT JULY 22, 1998,
COUNCIL WORK SESSION MEETING WITH
HUMAN RIGHTS COMMISSIONERS

In attendance: Commissioner Irene Gomez-Bethke
Commissioner Henry Bates
City Manager Dan Donahue
Mayor Peter Enck
Councilmember Sharon Cassen
Councilmember Pat Norby
Councilmember Don Collier
Sun Reporter Sue Webber

Meeting was called to order at approximately 6:50 p.m. The meeting started with City Manager Donahue announcing that there would be a regional meeting for area Human Rights Commissions on September 24. The purpose of the meeting would be to discuss a regional agenda.

Mayor Enck stated that initially the City Council wished for the Human Rights Commission to be involved primarily in educational issues and not grievance and arbitration issues. He stated that the Human Rights Commission's focus seemed to be emphasizing grievance and arbitration issues as opposed to educational issues. The Mayor went on to state that possibly the Human Rights Commission should evaluate whether there were enough human rights issues and business which were consistent with the City Council's original plans for the Human Rights Commission. He stated that if there did not seem to be enough to merit the existence of a separate Human Rights Commission, possibly they should consider becoming part of the Citizens' Advisory Council.

Human Rights Commissioner Bates stated that it was never the intention of the Human Rights Commission to become primarily involved with judicial, that is, grievance and arbitration issues. He stated that the bylaws may have initially included procedures involving non-binding arbitration, but that it was never the intention of the Human Rights Commission to become primarily involved with these "judicial" type issues.

Human Rights Commissioner Gomez-Bethke inquired as to what direction the City Council wanted the Human Rights Commission to go. She went on to state that at the beginning, the New Hope Human Rights Commission had utilized expertise from other area Human Rights Commissions, including their bylaws. She stated that the New Hope Human Rights Commission wished to emphasize education as a proactive approach to human rights issues. Commissioner Gomez-Bethke also stated that the Commission wished to approach diversity issues in a manner in which the community would be more accepting to diversity. Commissioner Bates stated that obviously the demographics in New Hope had changed considerably in past years and he would like to see the Human

Rights Commission be used as an outreach to the community which would foster trust between members of the community and the commission.

Commissioner Bates stated that he supported Commissioner Gomez-Bethke's emphasis on the Commission to be involved in educational issues. Commissioner Gomez-Bethke stated that in the past she has been involved in training for police officers for the City of Minneapolis. She stated that perhaps the Commission should become involved in training for police officers, as well as other employees, giving them a better background in diversity issues. Commissioner Bates stated that the Commission has also considered becoming involved at the high school level with diversity type education. Mayor Enck stated that perhaps a District 281 advocate might become part of the Commission.

City Manager Donahue stated that the regional agenda involving other Human Rights Commissions would not involve breaking up individual Human Rights Commissions. He emphasized that all individual city Human Rights Commissions would remain in place as independent units. City Manager Donahue went on to state that one of the first issues which may be discussed at a regional level would be the issue of hate crimes. He stated that for some reason the Minneapolis/St. Paul metropolitan area has become an area which is being organized by various hate groups.

Councilmember Norby stated that she would like to see the Commission work on staff training. She gave an example of gang graffiti which had recently appeared at Northwood Park. She stated she believed that staff other than the Police Department should be knowledgeable with regard to the gang graffiti and might receive training so they recognize it. Councilmember Collier stated that he also supported the educational aspect of the Human Rights Commission as a primary objective. He went on to state that he saw a need for an individual New Hope City Human Rights Commission, as well as for a regional organization to discuss common issues.

Councilmember Collier and Commissioner Bates both emphasized the need for communication to be improved between the City Council and the Human Rights Commission. Councilmember Cassen also stated that she thought the idea of a regional agenda was timely in that there have been obvious changes with regard to the diversity of the area population increasing. She also discussed education on a regional level for both Council and Commission members.

There was a general discussion regarding the number of members needed for the Commission. It was agreed that the Commission's present membership of 3 commissioners was not adequate to facilitate the operation of the Commission. Commissioner Gomez-Bethke mentioned that a number of other organizations are interested in various diversity issues, as well as solutions to problems. She stated that the Commission might interact with these organizations in the near future. She went on to state the cost effectiveness with regard to education, with an emphasis on the prevention of conflict and violence, as opposed to the overall problems associated with undoing the effects of violence. Mayor Enck stated that the immediate need seemed to be the number

of members on the Commission, the focus on education, possible inclusion of a District 281 representative on the Commission, the regional agenda, and the goals and focus on goals for the future.

Councilmember Collier reminded the Council that they still needed to re-appoint Commissioner Gomez-Bethke to the Commission for 1998. Commissioner Bates reviewed the objectives that Mayor Enck had mentioned with regard to the immediate needs concerning the Council and the Commission. Mayor Enck stated that the Council should appoint new Commission members before the September 24 regional meeting.

The Council meeting with the Human Rights Commission was concluded at approximately 7:30.

Report submitted by,

John Oberreuter / jru

John Oberreuter
Police Inspector

Memorandum

To: Human Rights Commissioners
From: Valerie Leone, City Clerk
Date: July 28, 1999
Subject: September Meeting

The regular Human Rights Commission meeting date for September falls on the Labor Day holiday (September 6). Therefore, it will be necessary for the Commission to either cancel its meeting or reschedule.

If you choose to reschedule during the first week of September, the **Council Chambers** is available: September 8 or 9th; and the **P&R Conference Room** is available September 7, 8, or 9.

Please have a person from your group give me a call with your decision (#531-5117). Thank you.



**HUMAN RIGHTS COMMISSION
MEETING NOTICE**

City Hall, 4401 Xylon Avenue North

June 7, 1999

7:00 p.m.

Commission Members:

Irene Gomez-Bethke

Henry Bates

Winnie Kramer

Cal Monroe

1. Welcome and Introductions
2. Approval of Minutes of November 9, 1998
3. Overview of Mission Statement
4. Information Regarding Regional Meetings
5. Action Plan Worksheet
6. New Business
7. Adjournment

Possible
Candidates

1. Seniors
2. Crystal Free Church
3. Low Income
4. Multiple Housing

Low income housing
Crystal Free Church - mentoring program.

Minutes to November 9, 1998, City of New Hope Human Rights Commission Meeting

The New Hope Human Rights Commission meeting was convened at 1910 hours, Monday, November 9, 1998, in the New Hope Police Department Conference Room. Commissioners Irene Gomez-Bethke and Christopher Lange were in attendance. Commissioner Henry Bates had called in earlier in the day to inform the Commission that he would be unable to attend the meeting. City Liaison John Oberreuter was also in attendance.

The agenda was approved by the Commission members. A brief discussion was held concerning the minutes from the past meeting. The minutes were approved.

A discussion was held regarding recruitment of new members. Inspector Oberreuter stated that letters had been sent to all New Hope area churches, the major senior citizens' residences in the City, the Winnetka West residence, the PRISM organization, Northwest Hennepin Human Services Council, and advertised in the paper. He informed the commissioners that a letter would be sent to the YMCA in the next day or two.

Discussion followed regarding the role of the Commission in the future. Commissioner Lange stated that one of the roles of the Commission appeared to be that of an advisory resource for the City Council. He stated that perhaps the Commission should be investigating a way to become more proactive in this role. Inspector Oberreuter and Commissioner Gomez-Bethke both stated that the Commission might become involved in reviewing diversity type training given to City employees and possibly make recommendations, or working with the City to develop training programs for City employees. Commissioner Gomez-Bethke stated that possibly a survey would be useful in supplying the Commission with information with regard to residents' and/or employees' attitudes, concerns, and level of knowledge concerning human rights issues.

Commissioner Gomez-Bethke stated that recently she had heard a case involving a school which had experienced some negative racial incidents. A task force involving students was put together which, ultimately, involved the task force being able to put on some very positive presentations to other schools and community groups involving combating racism and discussing diversity issues. Commissioner Gomez-Bethke stated that possibly this could be a presentation at the next City Human Rights Day presentation.

A brief discussion was held as to when to have Human Rights Day. Commissioner Lange stated that it would be better to have it in late spring as opposed to November, as it was last year. Both commissioners agreed that late spring would be a definite goal to aim for.

Commissioner Lange also made mention of the possibility of a regional Human Rights Commission seminar in which a presentation could be made. Commissioner Gomez-Bethke stated that this might be the forum to be used for the response to hate crimes presentation the Commission had discussed in the year.

Inspector Oberreuter and Commissioner Lange both mentioned that by making the presentation on a regional basis, we could expect a much better turnout. Inspector Oberreuter stated that in his past experience in dealing with people from area Human Rights Commissions, it seemed that there was a "core" of active members who tended to regularly attend most area events regarding human rights issues and concerns.

A discussion was held concerning other possible topics such as domestic violence.

The Commission returned to discussing the advisory role of the Commission. Mention was made of the possibility of inquiring as to what the City's staff level of knowledge, training, and interest in human rights issues was, what classes are available to employees, as well as what training is available in the Metropolitan area. Inspector Oberreuter mentioned that there are a great many very capable instructors available in this area who would undoubtedly be willing to discuss with the Commission or the City the possibility of putting together instructional classes for City staff.

The agenda item concerning old business was brought up with nothing new to add, having discussed a great deal of old business in terms of recruiting, as well as future plans for the Commission.

Under new business, Inspector Oberreuter announced that he may be accepting a job with the Mille Lacs Tribal Police Department and had already discussed with Acting Chief Rudolph the positive aspects of keeping the staff liaison within the Police Department. Inspector Oberreuter stated that very possibly the new civilian Crime Prevention coordinator might be a person to look at, in that this person would be dealing with the community on a regular basis, as well as the various programs available within the community.

Commissioner Lange stated that he had originally applied for the Citizens' Advisory Council and was still undecided as to whether he would reapply for this and take it if it was offered. He reassured the Commission that even if he did take this job, he would continue to attend a representative number of Human Rights Commission meetings. Commissioner Lange stated that the recruitment effort seemed to be occurring at a very opportune time, in that the newly elected City Council person would be an active member of the City Council during the selection process.

A brief discussion was held concerning the positive aspects of establishing a strong liaison between members of the City Council and the Commission.

Inspector Oberreuter stated that he realized the progress of the Commission had been difficult over the past two years, but stated that he believed it was extremely important that New Hope maintains a Human Rights Commission.

The next Commission meeting will be at 7 p.m., Monday, December 7, 1998, in the City Council Chambers.

Minutes submitted by,

John Oberreuter
Police Inspector

cc: Val Leone
City Clerk

Memorandum

To: Henry Bates
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe

From: Valerie Leone, City Clerk

Date: April 30, 1999

Subject: Human Rights Commission

There will not be a Human Rights Commission meeting on May 3 (regular meeting date). However, I am planning to coordinate an agenda for a June 7th meeting - please mark your calendar (7:00 p.m.) - City Hall.

Even though the commission is not at full membership, it may be beneficial to try to meet on a regular basis (first Monday of each month).

Winnie attended the last Regional meeting and has also attended several other human rights related events. I am sure she will have ideas/issues to share with the rest of you. If any of you have specific items you would like included on the June 7th agenda, please contact me at 531-5117.

Thanks for your patience during this transition period. In the near future we anticipate the appointment of a Police Department staff person to be assigned to the Human Rights Commission.



3RD REGIONAL HUMAN RIGHTS COMMISSION MEETING

March 23, 1999
7:00 pm
City of Crystal
Community Room

Please plan on attending this important meeting.
We will be finalizing the workplan for the year and creating
subcommittees. We look forward to seeing you there.

Please RSVP to Danielle Ricciardi at NW Hennepin
Human Services Council (493-2802) by March 16

March 9, 1999

Crystal Human Rights Commission

To All Human Rights Commissioners:

During our work session at the beginning of the month we established plans for a few key projects. To refresh your memories or to fill in those not present please review the following.

Community Circles Project:

In February we were presented information on sponsoring a Community Circle Dialogue in the city of Crystal. Mr. Dick Little proposed that we review the information he had for us and the Commissioners decided to adopt this as a project. Included in this packet you will find a brief over-view of Mr. Little's Community Circle Dialogue project. We are asking your assistance in recruiting members to participate. People are more likely to participate in anything if they are personally invited. For more information please contact Diane Bolter, 537-8002 H, or LaurieAnn Moore, 971-0611 H or 525-9523 W. We will also recruit for this project at the Heritage Festival on March 21.

Heritage Festival:

This year the Festival will be held on Sunday, March 21 from 12:00 to 5:00 p.m. at the Park Center High School, 7300 Brooklyn Blvd., Brooklyn Park. Once again the local Human Rights Commissions are sponsoring a booth. This year the Crystal Commission will be awarding 3 prizes as incentives to complete an anonymous survey on local Human Rights concerns. We are also recruiting for local commissions and our own Crystal Human Rights Commission sponsored Community Circle group. For more information on the survey call Brian Reinbold, 531-2544 or general information, Tess Moleski, 531-9267.

Regional Human Rights Commission Meeting:

There will be no regular meeting of Crystal HRC at it's usual time in March. Rather, our Commission is hosting the Regional Meeting on **Tuesday, March 23, 1999 at 7:00p.m.** This meeting will replace our regular meeting. Please plan on being gracious hosts and attending this fun and informative meeting. See enclosures.

News and Reminders:

Rick Rictow, Crystal Vice-Chair of this Commission will be resigning soon as he and his family are moving out of Crystal. We will all miss Rick and the fine work he has done for the Commission and the City. We hope our paths cross frequently in the future.

Don't forget the Crystal Appreciation Dinner held on Thursday, March 25, 1999 at Nicklow's. Call Darlene George at City Hall for information.

1999
HUMAN RIGHTS COMMISSION
CITY OF CRYSTAL

<u>Name</u>	<u>Address</u>	<u>Date Appointed</u>	<u>Phone #</u>	<u>Term Expires</u>
1. Diane Bolter	3225 Yates Ave. No. 55422	07/18/95	537-8002 525-1600 (w)	2000
2. Denise Brunson Secretary	3932 Georgia Ave. No. 55427 dbrunson@bestlaw.com	05/06/97	504-9769 349-5656 (w)	2001
3. Jean DeMerritt	3141 Douglas Dr. #4 55422	02/18/97	544-5508	1999
4. James Allen Einfeldt-Brown	5313 Hampshire Ave. N. 55428	02/06/90	537-8264 209-4849 (cell)	1999
5. LaurieAnn M. Moore	5241 Xenia Ave. No. 55429 taibassetcreek@juno.com	02/02/99	971-0611 525-9523 (w)	2001
6. Tess Moleski Chair	4076 Hampshire Ave. N. 55427	05/20/97	531-9267	1999
7. Emeric O. Pratt	3540 Jersey Ave. N. 55427 emeric.pratt@dot.state.mn.us	11/17/92	537-8899 297-3897 (w) 297-7944 (f)	2000
8. Brian Reinbold	5427 - 53 rd Ave. N.	03/02/98	531-2544 613-0966	2000
9. Rick Rietow Vice Chair	5659 Twin Lake Terrace 55429 rietows@lynxus.com	02/18/97	536-3547 671-4822 (w) 671-4579 (f)	1999
10.				2001

Council Liaison: Tom Krueger
Staff Liaison: Angie Nalezny 531-1132
analezny@ci.crystal.mn.us

Also mail minutes to:

MDHR
Army Corps of Engineers
190 E. 5th Street #700
St. Paul, MN 55101

Thomas Kuster
1018 South Payne Street
New Ulm, MN 56073

Revised: 2/3/99

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.



3RD REGIONAL HUMAN RIGHTS COMMISSION MEETING

March 23, 1999
7:00 pm
City of Crystal
Community Room

Please plan on attending this important meeting.
We will be finalizing the workplan for the year and creating
subcommittees. We look forward to seeing you there.

Please RSVP to Danielle Ricciardi at NW Hennepin
Human Services Council (493-2802) by March 16

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 st , 1999	7:00 – 9:00 PM
September 7 th , 1999	7:00 – 9:00 PM
December 7 th , 1999	7:00 – 9:00 PM

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.

CARGILL, INCORPORATED

LAW DEPARTMENT

James D. Moe
Corporate Vice President
General Counsel
& Secretary

John S. Erickson
Vice President &
Deputy
General Counsel

Ronald L. Laumbach
Vice President &
North America
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Karen L. Baril
David L. Biek
Shirley R. Boyd
Frederick L. Budde
James D. Dingel
Todd T. Erickson
Phillip M. Fantle
Sheila Brennan Hagen

Ronald E. Hunter
Mark J. Isaacson
Joseph R. Liesch
Thomas W. MacLeod
Grace Murgia Musilek
LaRaye M. Osborne
Bonnie E. Raquet
David A. Robertson
Laura Hicks Witte

Carolyn J. Brue
Therese A. Coons
Robert S. Goedken
Debra L. Hovland
Jeffrey B. Johnson
Robin P. Kinning
Colleen Murphy Knapp

Jay A. Kroese
Richard L. Mack
Maria-Inés Raji
Randall J. Romsdahl
Timothy A. Thomas
Peter A. Vorbrich
Geri L. Williams

February 26, 1997

Writer's Direct Dial Number
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New Hope MN 55427

Christopher M. Lange
7601 36th Avenue No., #222
New Hope MN 55427

Henry A. Bates
9300 46th Avenue No.
New Hope MN 55428

John Oberreuter, Liaison
City of New Hope
4401 Xylon Avenue North
New Hope MN 55428

Irene Gomez-Bethke
4649 Decatur Avenue No.
New Hope MN 55428

Eugene Jackson, Jr.
3741 Maryland Avenue No.
New Hope MN 55427-1541

Stacy Unowski
4501 Oregon Avenue No.
New Hope MN 55427

RE: Human Rights Commission Meeting of 3/3/97

Dear Commissioners and Liaison Oberruiter:

Due to lack of agenda items and desire by the City Council to meet with us on March 13th for dinner and a workshop, our March 3, 1997 meeting is canceled. The City has invited us to dinner at the City Hall on March 13, 1997, at 6:00 p.m., with the workshop to follow at 7:00 p.m. Those who will attend the dinner, please R.S.V.P. Valerie Leone directly at 531-5117.

3/13/97 Meeting
February 26, 1997
Page 2

I hope to see you on the 13th.

Sincerely,

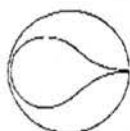
A handwritten signature in dark ink, appearing to read 'Timothy A. Thomas', with a stylized, cursive script.

Timothy A. Thomas

TAT:lbj
cil/73687

CARGILL LAW DEPT

	DATE	TIME	TO/FROM	MODE	MIN/SEC	PGS	CMD#	STATUS
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**Cargill, Incorporated
Law Department
Fax Transmission**

Number of Pages (incl. this one):

6

To: Valerie Leone

Fax No: 531-5136

From: Timothy A. Thomas
Cargill, Incorporated/Law Department
P.O. Box 5624
Minneapolis, MN 55440-5624
Telephone: 612/742-6388 Fax : 612/742-6349

Date: January 22, 1997

If you do not receive all pages, please contact Mr. Thomas' secretary, Linda Jenkins at 612/742-6394.

Comment:

Confidentiality Note: The information contained in this facsimile transmission is intended only for the personal and confidential use of the individual(s) or entity(ies) named above, and may include material that is privileged and confidential. Any dissemination, distribution, or copying of this transmittal is strictly prohibited. If you have received this transmittal in error, please notify us immediately by telephone (612/742-6394) and return the original transmittal to us by mail. Thank you.



4401 Xylon Avenue North
New Hope, Minnesota 55428-4898

City Hall:	612-531-5100	City Hall Fax:	612-531-5136
Police:	612-531-5170	Police Fax:	612-531-5174
Public Works:	612-533-4823	Public Works Fax:	612-533-7650
TDD:	612-531-5109	Fire Dep't. Fax:	612-531-5175

To: Mayor Peter Enck and New Hope City Council
From: New Hope Human Rights Commission
Re: Amendments to Ordinance No. 95-14
Date: January 22, 1997

1. Objective:

The Human Rights Commission proposes several amendments to the City of New Hope Ordinance No. 95-14 ("Ordinance").

2. Suggested Changes to the Ordinance:

A. The Purpose, Section 4.

The Commission suggests that the Ordinance Purpose statement be changed to reflect the true mission of a Human Rights Commission as shared by other similarly situated Cities. We suggest you add a new subsection that reads as follows:

(4) To provide New Hope residents with a method of resolving and discussing human rights issues and concerns through a no-fault grievance procedure.

In the course of human events in even the best-managed city, resident discontent, gripes and complaints frequently arise. It benefits the City Council and the City Management to get at the root of resident dissatisfactions by taking corrective action wherever possible. Today's citizens require City officials to become more aware of resident frustrations, problems and expectations. Said officials should also be more sensitive and enlightened to resident human relation needs and reactions. If the no-fault grievance process is approved and readied, complaints and grievances can be effectively resolved and future charges will be less likely to arise. The City will be generally viewed as proactive and well managed.

The no-fault grievance process serves as an outlet for resident frustrations and gripes. It also provides a way to dispel fears and encourages free expression of feelings. For example, if a resident has a feeling that he/she was subjected to discriminatory practices when receiving City services, or experiences a sense of injustice with the Police Department, the Human Rights Commission could be in a position to listen and to recommend a viable solution for the citizen and the City.

The current New Hope Ordinance Purpose Statement embraces public relations concepts, but clearly evades prevalent human rights issues and concerns - even with the community facing the challenges of diversity. It seems only reasonable that the Ordinance be amended to include a formalized no-fault grievance handling system. Crystal and Robbinsdale currently have such systems in place. Likewise, the residents of the City of New Hope deserve a forum to voice their human rights concerns.

B. Membership and Terms, Section 5.

The Commission wishes to expand the current number of Commissioners to 10 members in an effort to have sufficient personnel to accomplish the objectives of the Commission. Out of the 10 members, the Commission proposes that there be at least 1 student member on the Commission and said Student Commissioner have the right to vote.

We suggest you change Section 5 to read as follows:

Membership and Terms. The Commission shall consist of ten members to be appointed by a majority vote of the Council to serve terms of two years beginning January 1, 1996, except that the initial terms of three members shall be for one year. The persons to receive one year terms shall be determined . . .

At least one Commissioner shall be a resident student member appointed to the Commission for a term of one academic year. Said Student Commissioner shall have an alternate of an equivalent term who will not count as a Commission member, however, who shall have the power and authority to vote in the Student Commissioner's absence. Moreover, in the event the Student Commissioner or the alternate leaves school or their term expires, the Council shall appoint other resident student members to complete the unexpired term as needed.

The New Hope Human Rights Commission hopes that the New Hope City Council will show its support for the proposed amendments by an affirmative vote.

Sincerely,

New Hope Human Rights Commission

ORDINANCE NO. 95-14

**AN ORDINANCE REESTABLISHING
A HUMAN RIGHTS COMMISSION**

The City Council of the City of New Hope ordians:

Section 1. Section 2.25 "^{Rights}~~Human Service~~ Commission" of the New Hope Code is hereby amended to read as follows:

2.25 Human ~~Service~~ Rights Commission.

Section 2. Section 2.251 "Human Relations Policy" of the New Hope City Code is hereby amended to read as follows:

2.251 Human Relations Policy. It is hereby declared that it is the public policy of the City of New Hope to fulfill its responsibility as a partner *in* With the State Department of Human Rights in securing for all citizens equal opportunity in housing, employment, public accommodations, public services and education, and to work consistently to improve the human relations climate of the City of New Hope.

Section 3. Section 2.252 "^{Rights}~~Human Service~~ Commission Established" of the New Hope City Code is hereby amended to read as follows:

2.252 Human Service Commission Established. There is established within the City of New Hope, a Human ~~Service~~ Rights Commission.

Section 4. Section 2.253 "Purpose" of the New Hope City Code is hereby amended to read as follows:

2.253 Purpose. 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 by assisting the State Department of Human Rights in implementing the Minnesota State Act Against Discrimination and by advising the city Council on long range programs to improve human relations in the city of New Hope as follows:*

- (1) To serve as an advisory body to the City Council on human rights, laws, issues, policies and programs.
- (2) At the direction of the city Council, to develop programs of formal and informal education to assist in the implementation of the Federal and State Human Rights Acts and the Federal ADA Act

and to insure all citizens full and equal participation in the affairs of the community.

- (3) At the direction of the City Council, to provide leadership and act cooperatively with agencies, organizations and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily life of the City.

Section 5. Section 2.254 "Membership and Terms" of the New Hope City Code is hereby amended to read as follows:

- 2.254 Membership and Terms. The Commission shall consist of ~~ten~~ seven members to be appointed by a majority vote of the Council to serve terms of two years beginning January 1, 197596, except that the initial terms of ~~five~~ three members shall be for one year terms shall be determined by lot, unless otherwise agreed upon by the Council and the appointees.

Section 6. Section 2.256 (4) "Advisory Duties" of the New Hope City Code is hereby amended to read as follows:

- (4) Advisory Duties. ~~Advise the Mayor, the City council and other agencies of the government of~~ on human relations and civil rights problems. Act in an advisory capacity with respect to planning or operation of any city department on service or program on issues of civil and human services and recommend the adoption of such specific policies or actions as are needed to provide for full equal opportunity in the community.

Section 7. Section 2.256 (5) "State Policy Implementation" of the New Hope City Code is hereby amended to read as follows:

- (5) State Policy Implementation. Develop in cooperation with the State Department of Human Rights Such programs of formal and informal education as will assist in the implementation of the Minnesota State Human Rights Act Against Discrimination and provide for the Commission's assumption of leadership in recognizing and resolving potential problem areas in the community.

Section 8. Section 2.257 (2) "Removal From Office" of the New Hope City Code is hereby amended to read as follows:

- (2) Removal From Office. The Commission, by a ~~3/5's~~ 4/7'th vote of its members may petition to the Council to remove ~~by a majority vote~~ any member when, in its discretion, the best interest of the city would be served thereby, after first giving the person so named an opportunity to be heard before the Commission and the Council. A

Commissioner will be removed by a majority vote of the City Council.

Section 8. Section 2.257 (2) "Removal From Office" of the New Hope City Code is hereby amended to read as follows:

(2) Removal from Office. The Commission, by a ~~3/5's~~ 4/7th vote of its members may petition ~~to the Council to remove by a majority vote~~ any member when, in its discretion, the best interest of the City would be served thereby, after first giving the person so named an opportunity to be heard before the Commission and the Council. A Commissioner will be removed by a majority vote of the City Council.

Section 9. Effective Date. This Ordinance shall be effective upon its passage and publication.

Dated the ____ day of _____, 1997

Mayor

Attest:

Valerie Leone, City Clerk

CARGILL, INCORPORATED
LAW DEPARTMENT

James D. Moe
Corporate Vice President
General Counsel
& Secretary

John S. Erickson
Vice President &
Deputy
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Ronald L. Laumbach
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January 22, 1997

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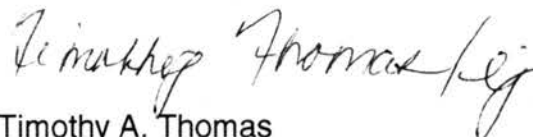
Stacy Unowski
4501 Oregon Avenue No.
New Hope MN 55427

RE: Ordinance 95-14 proposed change

Dear Commissioners:

Enclosed is a letter and proposed change of Ordinance 95-14, which I understand will be on the City Agenda on January 24, 1997 at 7:00 p.m.

Sincerely,


Timothy A. Thomas

TAT:lbj
cil/73687

NEW HOPE
1996 HUMAN RIGHTS COMMISSION

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Fax: 742-6349

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W: 335-4426

Christopher M. Lange, Commissioner
7601 36th Avenue North, Apt. 222
New Hope MN 55427
H: 525-9837
W: 954-4158

City of New Hope
Human Rights Commission Minutes
January 6, 1997

The meeting was called to order at 7:01 p.m., by Vice Chair Kay Kramer.

Roll call indicated the presence of Commissioners Kramer, Jackson Jr., Bates, Unowsky, Lange, Liason Oberreuter, and ex-officio High School members Katie McLaughlin and George Truehart III. Commissioners Thomas and Gomez-Bethke absences were excused.

It was moved by Commissioner Bates and seconded by Commissioner Jackson, that the Agenda be approved as submitted. Motion carried.

It was moved by Commissioner Bates and seconded by Commissioner Unowsky, that the Minutes be approved as submitted.

In Chair Thomas' absence, Vice Chair Kramer reported that a presentation was made to the city council by Chair Thomas on behalf of our Human Rights Commission regarding our requested ordinance changes including the no fault grievance procedures and the change of the high school member status.

Liason Oberreuter reported that following the presentation Chair Thomas and the City Council had agreed to schedule a working meeting to make some decisions on our requested changes. He also noted that the City Manager, Dan Donahue had indicated he would be attending our March HR Commission meeting.

Further discussion on our Commissions inability to obtain City Council approval in some instances which necessitate their action, caused several Commission members to question where we are headed.

The Commission members agreed that they would like to meet prior to our next scheduled meeting for the work session with the City Council, possibly in February.

A motion was made by Commissioner Unowsky to set up a work session with the City Council to make decisions on the items presented by Chair Thomas during his recent City Council presentation. Commissioner Bates amended the motion to include we want to meet in February. Motion carried.

H.S. Vacancy

No report just a welcome to both Katie McLaughlin and George Truehart III. Future request to look at human rights issues from the students perspective.

Brochure Revision

No report.

By-Laws

Updated and revised numerous times waiting on the Council to take action on the proposed changes.

Other Business

*Commissioner Kramer reported the City Council had just approved the eligibility of non-resident appointment for the city Boards and Commissions.

*Commissioner Kramer also reported recent Council activity concerning Smoking issues and their relationship with Human Rights.

Our Commission unanimously voiced a need for better communication with our City Council, relative to decisions or issues about Human Rights.

The Commission also requested the Liason Oberreuter speak with some city officials, regarding our Commissions ability to receive copies of the City Council minutes.

Being no further business, Commissioner Lange moved and Commissioner Bates seconded a motion to adjourn at 8:00p.m.

Respectfully submitted,

Stacy Unowsky, Secretary,
New Hope Human Rights Commission

February 2, 1997.

Mr. Timothy Thomas, Chair,
New Hope Human Rights Commission.
P.O. Box 5624,
Minneapolis, Minnesota, 55440-5624.

Dear Timothy,

As you know, we were created to serve as an advisory group to our City Council of New Hope. We also noted our responsibilities of teaching and assisting our cities businesses and citizens learn of the most common issues that confront them, in the eyes of Human Rights issues.

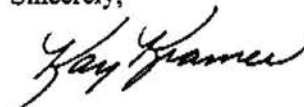
In essence, our City Council adopted a resolution last week which will create the opportunity for non-residents of New Hope to serve and be named to our cities boards and commissions; by following the same rules of procedure that our residents presently follow.

I don't dispute our City Councils passage of this resolution; as they undoubtedly acted in the interest of our city. I do however wonder if "we as a Commission should have been shown the courtesy of being made aware of this matter, as well as its primary reasons for enactment."

In addition to the previous; I read quite an article in the Sunday newspaper about New Hopes consideration to enact a stronger policy on the sale of tobacco products.

I therefore believe that "a letter on behalf of our Commission and seeking better communication on this instance, would be justified." My reasoning here is quite simple. Smoking and Tobacco have become volatile issues in today's society and I feel it a duty of ours, to be involved in the shaping of our cities actions here.

Sincerely,



Kay Kramer, Vice Chair,
New Hope Human Rights
Commission.

page 2

Motion: by Chair Thomas, seconded by Commissioner Gomez-Bethke to present, for approval, to the city council at their February 1997 meeting the brochure and by-laws, consistent with ordinance 95-14.

Vote: yes- commissioners Thomas, Gomez-Bethke, Jackson & Bates

Motion passed.

Old Business: none

New Business:

Motion: by Commissioner Thomas, seconded by Gomez-Bethke to suspend action On Tasks 1997.

Vote: yes-Commissioners Gomez-Bethke, Thomas, Jackson & Bates.

Motion passed.

Motion: by chair Thomas, seconded by Gomez-Bethke to have commission officers elected at the January 8, meeting.

Vote: yes-Commissioners Gomez-Bethke, Jackson, Thomas & Bates.

Motion passed.

Meeting adjourned at 8:45pm.

Respectfully submitted,

Henry Bates, Acting Secretary
New Hope Human Rights Commission

HRC1296M.DOC

City of New Hope Human Rights Commission
Minutes of December 4, 1996 Meeting

Meeting called to order at 7:05pm by chair Thomas

Roll call: present commissioners Thomas, Gomez-Bethke,
Jackson Jr., Bates and liason Oberreuter
Excused absence: Kramer, Unknowsky

Moved by Commissioner Bates, seconded by Commissioner Jackson
to approved the agenda as presented.

Approval of the November 4, 1996 minutes deferred until
the January 1997 meeting.

Communications: Chair Thomas announced that due to health
problems Commissioner Kramer resigned his
position as Commission secretary.
Chair Thomas reported on a meeting November
22, 1996 with city manager Donahue and city
attorney Sondrall on the composition of the
proposed Human Rights brochure.
Problem: brochure as presented is not in
accord with the present ordinance 95-14.

UPDATE

Commission vacancy: Chair Thomas no report, High school

Commissioner: Commissioner Bates. Two who were asked
Kathy McLaughlin and George Truheart were willing to serve.

Human Rights brochure: Commissioner Jackson and chair Thomas

Discussion: centered around whether the commission should
change the contents of the brochure or present the brochure
as the commission views their role in Human Rights issues.
If the later view is taken, then the city ordinance 95-14
will have to be changed.

Motion: by Commissioner Gomez-Bethke, seconded by chair
Thomas to review city human rights ordinance 95-14 and
compare it with other city human rights ordinances.

Vote: Yes, commissioners Gomez-Bethke, Thomas and Bates. No,
commissioner Jackson, Jr.

Motion passed.

Commissioner Gomez-Bethke will obtain human rights
ordinances from Golden Valley and Robbinsdale for review
together with those from Crystal and Bloomington. Purpose:
to determine how these ordinances handle the issue of human
rights commission involvement in mediation.

Motion: by Commissioner Gomez-Bethke, seconded by Commissioner
Bates to review the brochure and by-laws for any changes and
to have these ready for the February 1997 New Hope council
meeting.

Vote: yes-commissioners Gomez-Bethke, Thomas and Bates
abstained: Commissioner Jackson, Jr.

Motion passed.

Motion: by Commissioner Gomez- seconded by Commissioner
Thomas To have review of other city human rights ordinances
completed by January 8, 1997 and any recommended changes in
ordinance 95-14 be ready for the January 13, 1997 city
council meeting.

Vote: yes-Commissioners Thomas, Gomez-Bethke, Bates abstained-
Jackson.

Motion passed.

Feb 3

City of New Hope Human Rights Commission
January 8, 1997 7:00 p.m.
Council Chambers
AGENDA

The Human Rights Commission was called to order at ____ p.m. by: _____

Roll call:

☒ Timothy Thomas, Chair

☒ Henry Bates

☒ Kay Kramer

☒ Eugene Jackson, Jr

☒ Irene-Gomez-Bethke

☒ Stacy Unowsky

Moved by Commissioner _____, seconded by Commissioner _____ to
approve/amend the agenda.

Moved by Commissioner _____, seconded by Commissioner _____
to approve/amend the Minutes of November 4, 1996.

Moved by Commissioner _____, seconded by Commissioner _____
to approve/amend the Minutes of December 4, 1996

Report on commission vacancy, Chair Thomas

Report on high school commission vacancy, Commissioner Bates

Report on proposed changes in city ordinance 95-14, Commissioner
Irene - Gomez Bethke

Report on proposed changes in Human Rights Commission by-laws
Irene-Gomez Bethke

Old Business:

New Business:

Moved by Commissioner _____, seconded by Commissioner Bates
to adjourn the meeting.

Meeting adjourned at 8:55 p.m.

Enclosed please find the NW Regional Human Rights Coalition
September 7, 1999 minutes.

This information had been hole punched for the city binder. We
have you down has contact who will be adding information to the
binder. Please call Yvonne at 493-2802 if you are not the
appropriate contact for this information.

Thank you,
NWHHSC.

NW Regional Human Rights Coalition Meeting
September 7, 1999

Meeting Minutes

Attendees:

Claudia Fuglie (Robbinsdale), Marion Helland (Golden Valley), Hilmer Erickson (Golden Valley), Jane Chambers (Brooklyn Center), Tess Moleski (Crystal), Ann Marie Shandley (Maple Grove), Lois Wendt (Crystal), Betty Larson (Brooklyn Park), Kira Kieselhorst (Brooklyn Center), Giles Robilka (Golden Valley), Jackie Fraedrich (Plymouth & New Hope), Gary Link (New Hope), Peter Enck (New Hope), Dr. Claudelle Carruthers (Plymouth), Diane Bolter (Crystal), Irene Gomez-Bethke (New Hope), Danielle Ricciardi (NWHHSC) and Yvonne Shoemaker (NWHHSC).

I. Welcome and Introductions:

Danielle Ricciardi (NWHHSC) facilitated the meeting. Everyone introduced him or herself and stated their most memorable human rights-related experience.

II. Coalition Updates/Ideas:

Heritage Festival: Mary Welch--coordinator of the Heritage Festival as a volunteer, for the last 7 years-- is stepping down. NWHHSC is looking at ways of keeping the Heritage Festival going, given that there is currently no funding available for administration. NWHHSC has been meeting with the Heritage Festival Committee to brainstorm alternative options for Year 2000 (in lieu of the event), and would like to see it tied more closely to the Coalition.

Discussion Panels/Guest Speakers: NWHHSC would like to see the Coalition serving as more of a training and informational clearinghouse for the group, providing support/information as new Commissions get started. After Art Contest ends in March, the Coalition will revisit the workplan and look at other possible projects.

Coalition Binders: NWHHSC distributed one binder to each city Commission, including a copy of the workplan and meeting minutes to date. NWHHSC will begin sending all information hole punched and ready to be added, for the person responsible for each binder.

Suggestions/Input: NWHHSC staff asked that anyone having suggestions or feedback, regarding the Coalition, please call Danielle (612-493-2802).

III. Art Contest Update

Tess Moleski provided an update on the Art Contest Subcommittee, which is working on a poster contest geared towards middle school students in the northwest Hennepin area. The group is working steadily and meeting regularly. The poster contest theme is "Kids Who Care." NWHHSC has devised a list of schools (private & public), including the Odyssey Charter School, that is devised of parents who home-school. Grades served include 6, 7, 8, and 9th, excluding high schools. The subcommittee is putting together

support material for art teachers. Entries will be graded on impact, use of media, and creativity. Letters will go out to schools at the end of September. The contest deadline is December 10. The subcommittee is in process of devising a judging committee.

Cash prizes will be awarded. The subcommittee is looking for donations from local Commissions. The prizes will be awarded at the Heritage Festival alternative event in March. Contest ideas include contacting Cable 12 for promotion and using winning art for a brochure, or on a billboard.

IV. Information Sharing:

The cities were asked to think of questions or anything special that needed to be shared. Time was short, and staff asked for highlights only.

Crystal: The Crystal Human Rights Commission is hosting The League of MN Human Rights Commissions meeting on October 24 from 12:00 p.m. – 3:00 p.m. at the Crystal Community Center.

Golden Valley: The Golden Valley Human Rights Commission is sponsoring an event celebrating African American heritage, entitled "Sharing the Dream". The event will be held at Sandberg Middle School on February 16, 2000.

V. Guest Speaker

The guest speaker was Jackie Fraedrich, Diversity Coordinator, School District 281.

She was asked to speak about issues students face and how Human Rights Commissions can work more effectively with schools. Jackie spoke about the importance of educational funding, resources for minorities to get into college and a desegregation plan in Robbinsdale and Osseo schools. She asked the Commissions for support for an upcoming legislative request to fund desegregation efforts. She also spoke about how we need strong and supportive environments for kids in school, and working areas of diversity into the curriculum. Jackie referred to Golden Valley Human Rights Commissioner Marion Helland's school training and programming materials (see sample enclosed). Jackie stated that overall, 8 or 9% of School District 281 students were of color, and that four of the schools had more than 50% of students on free or reduced lunch programs. The majority of families of color are poor or living in poverty, and typically people with money can afford better schooling for their children. She also talked about the "Daring to be Different" video done by Armstrong High School students. This video is about the students describing what it is like to be a person of color and their experiences related to race. These videos are available by calling NWHHSC at (612) 493-2802, and will be distributed to each Commission at the next meeting.

VI. Art Contest Subcommittee Update

Present: Tess Moleski (Crystal), Diane Bolter (Crystal), Lois Wendt (Crystal), Kira Kieselhorst (Brooklyn Center) and Danielle Ricciardi (NW Hennepin Human Services Council).

Kira Kieselhorst (Brooklyn Center) has just joined the subcommittee. Tasks and assignments were given and those that were not present, Danielle will call. These tasks will need to be completed for their next meeting.

VII. Training/Speakers Subcommittee Update

Present: Hilmer Erickson (Golden Valley), Marion Helland (Golden Valley), and Jane Chambers (Brooklyn Center). Speaker group met and briefly discussed the next two meetings. Youth will be invited to talk with the group for the December meeting. After that, an invitation will be made for a person to help facilitate planning for the second year of the group. Jane will coordinate obtaining the youth speakers and the facilitator.

VIII. Closing Remarks:

The next regional meeting will be held on:

December 7th, 1999 7:00 – 9:00 PM

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

Note: For the June 1st meeting minutes Irene Gomez-Bethke's name was accidentally missing on the attendee list.



**HUMAN RIGHTS COMMISSION
MEETING NOTICE**

City Hall, 4401 Xylon Avenue North

October 4, 1999

7:00 p.m.

Commission Members:

Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe
J Ramnarale
Debbie Sibbet

1. Welcome and Introductions
2. Approval of Minutes of August 2, 1999
3. Northwest Regional Human Rights Coalition Report
4. Mission Statement/By-laws *yes*
5. Arts Contest Donation *yes*
6. Essay Contest
7. New Business
8. Adjournment

**CITY OF NEW HOPE
4401 XYLON AVENUE NORTH
NEW HOPE, MINNESOTA 55428**

Human Rights Commission
Regular Meeting

August 2, 1999
City Hall

CALL TO ORDER

Acting Chair Irene Gomez-Bethke called the meeting of the Human Rights Commission to order at 7:00 p.m.

ROLL CALL

Present: Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
J Ramnarace
Debbie Sibbet

Absent: Winnie Kramer (excused)
Cal Monroe

APPROVE MINUTES

The minutes of June 7, 1999, were approved.

WELCOME

Mr. Dan Donahue, City Manager, welcomed the new commission members and introduced Gary Link, Director of Police.

**NOMINATION
OF OFFICERS**

The following officers were elected by acclamation:
Chair - Winnie Kramer
Vice Chair - J Ramnarace
Secretary - Debbie Sibbet

**REGIONAL
MEETING**

The Commission expressed interest in receiving minutes from previous meetings of the Regional Human Rights Commission. The commissioners were encouraged to attend the next regional meeting which will be held September 7, 1999.

MEETING DATE

Due to the Labor Day holiday the Commission agreed to cancel its September meeting and meet next on October 4, 1999.

**HUMAN RIGHTS
ACTIVITIES**

The Commission requested staff to obtain information regarding the League of Minnesota Human Rights Commission Annual Meeting and the state Human Rights Day.

**STUDENT
MEMBER**

Commissioner Fraedrich agreed to recruit a student member from School District 281. Mr. Donahue advised the Commission that the Human Rights Commission could make a recommendation but the actual appointment would be made by the City Council.

**BY-LAWS/MISSION
STATEMENT**

The Commission discussed the need to review and update the Commission's by-laws and mission statement. The group's consensus was to pursue this as an October agenda item.

MOTION

Motion was made by Commissioner Gomez-Bethke, seconded by Commissioner Sibbet, **recommending that Commission members examine the by-laws and mission statement.** All present voted in favor. Motion carried.

STAFF LIAISON

Motion was made by Commissioner Gomez-Bethke, seconded by Commissioner Bates, to **appoint Gary Link as Staff Liaison to the Human Rights Commission**. All present voted in favor. Motion carried.

ADJOURNMENT

Motion was made by Commissioner Bates, seconded by Commissioner Ramnarace, to **adjourn the meeting**. All present voted in favor. Motion carried. The Human Rights Commission meeting adjourned at 7:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gary B. Link".

Gary Link
Director of Police

MEMORANDUM

TO: HUMAN RIGHTS COMMISSIONS **DATE:** August 31, 1999
FROM: League of Minnesota Human Rights Commissions
RE: STATEWIDE ESSAY CONTEST

ADDITIONAL INSTRUCTIONS FOR LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS ANNUAL STATEWIDE ESSAY CONTEST

PLEASE NOTE:

Again this year, the LMHRC Annual Statewide Human Rights Essay Contest for middle school students is open to the first place winners in local contests administered by the individual local human rights commissions.

- EACH LOCAL COMMISSION MUST SPONSOR ITS OWN LOCAL CONTEST in order to enter the *local first place winner* in the statewide competition.
- The Essay Contest Announcement sheet included in the packet mailed on August 25, 1999 to individual commissions is an example of an easy-to-read form designed to grab the attention of teachers and students. Commissions are invited to use this sheet as a model for their own changes, with appropriate changes to the pertinent details regarding dates, etc. for your individual local essay contest.
- After choosing winners in their own local competition, local commissions are requested to then submit their entry [*the first place winner of your local essay contest*] to the statewide competition by forwarding [the **FIRST PLACE WINNING ESSAY**] to:
**Attn: Debbie Zamow, City of Roseville, LMHRC Statewide Essay Contest,
2660 Civic Center Drive, Roseville Minnesota, 55113.**

THE LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

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

"... Each time a man stands up for an ideal or acts to improve the lot of others or strikes out against injustice, he sends forth a tiny ripple of hope, and crossing each other from a million different centers of energy and daring, those ripples build a current that can sweep down the mightiest walls of oppression and resistance."

MEMORANDUM

TO: Human Rights Commissions

FROM: Marion Helland, Education Committee Chair
Jill Bergquist Chair, LMHRC Statewide Essay Contest
Thelma McKenzie, LMHRC Board Secretary

DATE: August 25, 1999

RE: ***2000 Second LMHRC Statewide Essay Contest***

Dear Commission Members:

Attached is the Second LMHRC Statewide Essay Contest for the year "2000" materials. If you have any questions or if the League can be of any help to your commission in administering your essay contest, please contact Marion Helland, Golden Valley HRC at 612-546-7469 or Jill Bergquist, Roseville HRC at 651-687-4479.

SECOND ANNUAL STATEWIDE ESSAY CONTEST
SPONSORED BY
LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

PRIZES

CONTEST RULES

1. All 6th, 7th, and 8th students are eligible to participate. Each student may submit one entry.

2. Read the Universal Declaration of Human Rights and the Bill of Rights.

Essay topic: What problems in your school have to do with intergroup conflict or prejudice? What solutions do you recommend and what actions can you take to solve these problems?

3. Essays may be from one to three pages in length.

4. Attach entry form to **back** of the essay.

5. State entry deadline: March 31, 2000.

6. First prize \$500.00

Second prize \$350.00

Third prize \$200.00

7. Mail essays to:

Debbie Zamow
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113-1899

8. Contacts:

Marion Helland, Golden Valley HRC
612-546-7469

Jill Bergquist, Roseville HRC
651-687-4479



SECOND ANNUAL STATEWIDE ESSAY CONTEST
SPONSORED BY
LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS

May 26, 1999

The annual statewide essay contest of the League of Minnesota Human Rights Commissions (LMHRC) is open to all Member Cities Human Rights Commissions in the State of Minnesota.

Purpose

- To introduce sixth, seventh and eighth students to the local Human Rights Commission and to introduce universal human rights issues.
- To familiarize students with the Articles of Universal Declaration of Human Rights adopted and proclaimed by the United Nations General Assembly resolution 217A (111) of December 10, 1948 and the Bill of Rights of the Constitution of the United States of America and the Minnesota Human Rights Act.

State Entry Requirements

All first place winners of local Human Rights Commission essay contests are eligible to enter the LMHRC statewide contest.

Awards

A State Grand Prize winner will be chosen from the first place winners of local contests. Second and third place winners will also be chosen.

First prize \$500.00 Second prize \$350.00 Third prize \$200.00

State Entry Deadline

March 31, 2000

Announcement and Presentation of Awards

Local: Optional choice; example — Martin Luther King Day
State: April 19, 2000

Essay Question

Read the Universal Declaration of Human Rights and the Bill of Rights.

**What problems in your school have to do with intergroup conflict or prejudice?
What solutions do you recommend and what actions can you take to solve these problems?**

Contacts

Marion Helland, Golden Valley HRC	612-546-7469
Jill Bergquist, Roseville HRC	651-687-4479

Mail Essays to:

Debbie Zamow
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113-1899

Additional information for local Commissioners:

In addition to notifying public schools about this contest, notify parochial and private schools, alternative, charter schools and home schooled students as well. A notice in local newspapers may help reach more students.

Copies of the Universal Declaration of Human Rights may be ordered from:

Kristi Rudelius-Palmer, Director
Partners in Human Rights Education
443 Law Center
229 19th Avenue South
Minneapolis, MN 55455

Phone: 612-626-7794
Fax: 612-625-2011
e-mail: krp @ tc.umn.edu

The Bill of Rights can be found in any library.

For information on the Minnesota Human Rights Act write to or call:

Minnesota Department of Human Rights
Army Corps of Engineers Centre
190 E. 5th Street
Suite 700
St. Paul, MN 55101

Phone: 651-296-5663

Local commissions may want to supply their schools with brochures on the Universal Declaration of Human Rights and the Minnesota Human Rights Act.

**LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS
ESSAY CONTEST ENTRY FORM**

(Tape, glue or staple to back of your essay.)

Your name: _____

Your grade: _____

Your home address: _____

_____ Zip Code: _____

Name of your parent(s): _____

Telephone number of your parent(s): _____

Name of your teacher: _____

School name: _____

**LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS
ESSAY CONTEST ENTRY FORM**

(Tape, glue or staple to back of your essay.)

Your name: _____

Your grade: _____

Your home address: _____

_____ Zip Code: _____

Name of your parent(s): _____

Telephone number of your parent(s): _____

Name of your teacher: _____

School name: _____

The Bill of Rights

Passed by Congress September 25, 1789

Ratified December 15, 1791.

Amendment I

Congress shall make no law respecting an establishment of religion, or prohibiting the free exercise thereof; or abridging the freedom of speech, or of the press; or the right of the people peaceably to assemble, and to petition the Government for a redress of grievances.

Amendment II

A well regulated Militia, being necessary to the security of a free State, the right of the people to keep and bear Arms, shall not be infringed.

Amendment III

No Soldier shall, in time of peace be quartered in any house, without the consent of the Owner, nor in time of war, but in a manner to be prescribed by law.

Amendment IV

The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized.

Amendment V

No person shall be held to answer for a capital, or otherwise infamous crime, unless on a presentment or indictment of a Grand Jury, except in cases arising in the land or naval forces, or in the Militia, when in actual service in time of War or public danger; nor shall any person be subject for the same offence to be twice put in jeopardy of life or limb; nor shall be compelled in any criminal case to be a witness against himself, nor be deprived of life, liberty, or property, without due process of law; nor shall private property be taken for public use, without just compensation.

Amendment VI

In all criminal prosecutions, the accused shall enjoy the right to a speedy and public trial, by an impartial jury of the State and district wherein the crime shall have been committed, which district shall have been previously ascertained by law, and to be informed of the nature and cause of the accusation; to be confronted with the witnesses against him; to have compulsory process for obtaining witnesses in his favor, and to have the Assistance of Counsel for his defence.

Amendment VII

In suits at common law, where the value in controversy shall exceed twenty dollars, the right of trial by jury shall be preserved, and no fact tried by a jury, shall be otherwise reexamined in any Court of the United States, than according to the rules of the common law.

Amendment VIII

Excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishments inflicted.

Amendment IX

The enumeration in the Constitution, of certain rights, shall not be construed to deny or disparage others retained by the people.

Amendment X

The powers not delegated to the United States by the Constitution, nor prohibited by it to the States, are reserved to the States respectively, or to the people.

UNIVERSAL DECLARATION OF HUMAN RIGHTS

On December 10, 1948 the General Assembly of the United Nations adopted and proclaimed the Universal Declaration of Human Rights the full text of which appears in the following pages. Following this historic act the Assembly called upon all Member countries to publicize the text of the Declaration and "to cause it to be disseminated, displayed, read and expounded principally in schools and other educational institutions, without distinction based on the political status of countries or territories."

PREAMBLE

Whereas recognition of the inherent dignity and of the equal and inalienable rights of all members of the human family is the foundation of freedom, justice and peace in the world,

Whereas disregard and contempt for human rights have resulted in barbarous acts which have outraged the conscience of mankind, and the advent of a world in which human beings shall enjoy freedom of speech and belief and freedom from fear and want has been proclaimed as the highest aspiration of the common people,

Whereas it is essential, if man is not to be compelled to have recourse, as a last resort, to rebellion against tyranny and oppression, that human rights should be protected by the rule of law,

Whereas it is essential to promote the development of friendly relations between nations,

Whereas the peoples of the United Nations have in the Charter reaffirmed their faith in fundamental human rights, in the dignity and worth of the human person and in the equal rights of men and women and have determined to promote social progress and better standards of life in larger freedom,

Whereas Member States have pledged themselves to achieve, in co-operation with the United Nations, the promotion of universal respect for and observance of human rights and fundamental freedoms,

Whereas a common understanding of these rights and freedoms is of the greatest importance for the full realization of this pledge,

Now, Therefore THE GENERAL ASSEMBLY proclaims THIS UNIVERSAL DECLARATION OF HUMAN RIGHTS as a common standard of achievement for all peoples and all nations, to the end that every individual and every organ of society, keeping this Declaration constantly in mind, shall strive by teaching and education to promote respect for these rights and freedoms and by progressive measures, national and international, to secure their universal and effective recognition and observance, both among the peoples of Member States themselves and among the peoples of territories under their jurisdiction.

Article 1.

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 brotherhood.

Article 2.

Everyone is entitled to all the rights and freedoms set forth in this Declaration, without distinction of any kind, such as race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth or other status. Furthermore, no distinction shall be made on the basis of the political, jurisdictional or international status of the country or territory to which a person belongs, whether it be independent, trust, non-self-governing or under any other limitation of sovereignty.

Article 3.

Everyone has the right to life, liberty and security of person.

Article 4.

No one shall be held in slavery or servitude; slavery and the slave trade shall be prohibited in all their forms.

Article 5.

No one shall be subjected to torture or to cruel, inhuman or degrading treatment or punishment.

Article 6.

Everyone has the right to recognition everywhere as a person before the law.

Article 7.

All are equal before the law and are entitled without any discrimination to equal protection of the law. All are entitled to equal protection against any discrimination in violation of this Declaration and against any incitement to such discrimination.

Article 8.

Everyone has the right to an effective remedy by the competent national tribunals for acts violating the fundamental rights granted him by the constitution or by law.

Article 9.

No one shall be subjected to arbitrary arrest, detention or exile.

Article 10.

Everyone is entitled in full equality to a fair and public hearing by an independent and impartial tribunal, in the determination of his rights and obligations and of any criminal charge against him.

Article 11.

- (1) Everyone charged with a penal offence has the right to be presumed innocent until proved guilty according to law in a public trial at which he has had all the guarantees necessary for his defense.
- (2) No one shall be held guilty of any penal offence on account of any act or omission which did not constitute a penal offence, under national or international law, at the time when it was committed. Nor shall a heavier penalty be imposed than the one that was applicable at the time the penal offence was committed.

Article 12.

No one shall be subjected to arbitrary interference with his privacy, family, home or correspondence, nor to attacks upon his honour and reputation. Everyone has the right to the protection of the law against such interference or attacks.

Article 13.

- (1) Everyone has the right to freedom of movement and residence within the borders of each state.
- (2) Everyone has the right to leave any country, including his own, and to return to his country.

Article 14.

- (1) Everyone has the right to seek and to enjoy in other countries asylum from persecution.
- (2) This right may not be invoked in the case of prosecutions genuinely arising from non-political crimes or from acts contrary to the purposes and principles of the United Nations.

Article 15.

- (1) Everyone has the right to a nationality.
- (2) No one shall be arbitrarily deprived of his nationality nor denied the right to change his nationality.

Article 16.

- (1) Men and women of full age, without any limitation due to race, nationality or religion, have the right to marry and to found a family. They are entitled to equal rights as to marriage, during marriage and at its dissolution.
- (2) Marriage shall be entered into only with the free and full consent of the intending spouses.
- (3) The family is the natural and fundamental group unit of society and is entitled to protection by society and the State.

Article 17.

- (1) Everyone has the right to own property alone as well as in association with others.
- (2) No one shall be arbitrarily deprived of his property.

Article 18.

Everyone has the right to freedom of thought, conscience and religion; this right includes freedom to change his religion or belief, and freedom, either alone or in community with others and in public or private, to manifest his religion or belief in teaching, practice, worship and observance.

Article 19.

Everyone has the right to freedom of opinion and expression; this right includes freedom to hold opinions without interference and to seek, receive and impart information and ideas through any media and regardless of frontiers.

Article 20.

- (1) Everyone has the right to freedom of peaceful assembly and association.
- (2) No one may be compelled to belong to an association.

Article 21.

- (1) Everyone has the right to take part in the government of his country, directly or through freely chosen representatives.
- (2) Everyone has the right of equal access to public service in his country.
- (3) The will of the people shall be the basis of the authority of government; this will shall be expressed in periodic and genuine elections which shall be by universal and equal suffrage and shall be held by secret vote or by equivalent free voting procedures.

Article 22.

Everyone, as a member of society, has the right to social security and is entitled to realization, through national effort and international co-operation and in accordance with the organization and resources of each State, of the economic, social and cultural rights indispensable for his dignity and the free development of his personality.

Article 23.

- (1) Everyone has the right to work, to free choice of employment, to just and favourable conditions of work and to protection against unemployment.
- (2) Everyone, without any discrimination, has the right to equal pay for equal work.
- (3) Everyone who works has the right to just and favourable remuneration ensuring for himself and his family an existence worthy of human dignity, and supplemented, if necessary, by other means of social protection.
- (4) Everyone has the right to form and to join trade unions for the protection of his interests.

Article 24.

Everyone has the right to rest and leisure, including reasonable limitation of working hours and periodic holidays with pay.

Article 25.

- (1) Everyone has the right to a standard of living adequate for the health and well-being of himself and of his family, including food, clothing, housing and medical care and necessary social services, and the right to security in the event of unemployment, sickness, disability, widowhood, old age or other lack of livelihood in circumstances beyond his control.
- (2) Motherhood and childhood are entitled to special care and assistance. All children, whether born in or out of wedlock, shall enjoy the same social protection.

Article 26.

- (1) Everyone has the right to education. Education shall be free, at least in the elementary and fundamental stages. Elementary education shall be compulsory. Technical and professional education shall be made generally available and higher education shall be equally accessible to all on the basis of merit.
- (2) Education shall be directed to the full development of the human personality and to the strengthening of respect for human rights and fundamental freedoms. It shall promote understanding, tolerance and friendship among all nations, racial or religious groups, and shall further the activities of the United Nations for the maintenance of peace.
- (3) Parents have a prior right to choose the kind of education that shall be given to their children.

Article 27.

- (1) Everyone has the right freely to participate in the cultural life of the community, to enjoy the arts and to share in scientific advancement and its benefits.
- (2) Everyone has the right to the protection of the moral and material interests resulting from any scientific, literary or artistic production of which he is the author.

Article 28.

Everyone is entitled to a social and international order in which the rights and freedoms set forth in this Declaration can be fully realized.

Article 29.

- (1) Everyone has duties to the community in which alone the free and full development of his personality is possible.
- (2) In the exercise of his rights and freedoms, everyone shall be subject only to such limitations as are determined by law solely for the purpose of securing due recognition and respect for the rights and freedoms of others and of meeting the just requirements of morality, public order and the general welfare in a democratic society.
- (3) These rights and freedoms may in no case be exercised contrary to the purposes and principles of the United Nations.

Article 30.

Nothing in this Declaration may be interpreted as implying for any State, group or person any right to engage in any activity or to perform any act aimed at the destruction of any of the rights and freedoms set forth herein.

NW Regional Human Rights Coalition Meeting
September 7, 1999

Meeting Minutes

Attendees:

Claudia Fuglie (Robbinsdale), Marion Helland (Golden Valley), Hilmer Erickson (Golden Valley), Jane Chambers (Brooklyn Center), Tess Moleski (Crystal), Ann Marie Shandley (Maple Grove), Lois Wendt (Crystal), Betty Larson (Brooklyn Park), Kira Kieselhorst (Brooklyn Center), Giles Robilka (Golden Valley), Jackie Fraedrich (Plymouth & New Hope), Gary Link (New Hope), Peter Enck (New Hope), Dr. Claudelle Carruthers (Plymouth), Diane Bolter (Crystal), Irene Gomez-Bethke (New Hope), Danielle Ricciardi (NWHHSC) and Yvonne Shoemaker (NWHHSC).

I. Welcome and Introductions:

Danielle Ricciardi (NWHHSC) facilitated the meeting. Everyone introduced him or herself and stated their most memorable human rights-related experience.

II. Coalition Updates/Ideas:

Heritage Festival: Mary Welch--coordinator of the Heritage Festival as a volunteer, for the last 7 years-- is stepping down. NWHHSC is looking at ways of keeping the Heritage Festival going, given that there is currently no funding available for administration. NWHHSC has been meeting with the Heritage Festival Committee to brainstorm alternative options for Year 2000 (in lieu of the event), and would like to see it tied more closely to the Coalition.

Discussion Panels/Guest Speakers: NWHHSC would like to see the Coalition serving as more of a training and informational clearinghouse for the group, providing support/information as new Commissions get started. After Art Contest ends in March, the Coalition will revisit the workplan and look at other possible projects.

Coalition Binders: NWHHSC distributed one binder to each city Commission, including a copy of the workplan and meeting minutes to date. NWHHSC will begin sending all information hole punched and ready to be added, for the person responsible for each binder.

Suggestions/Input: NWHHSC staff asked that anyone having suggestions or feedback, regarding the Coalition, please call Danielle (612-493-2802).

III. Art Contest Update

Tess Moleski provided an update on the Art Contest Subcommittee, which is working on a poster contest geared towards middle school students in the northwest Hennepin area. The group is working steadily and meeting regularly. The poster contest theme is "Kids Who Care." NWHHSC has devised a list of schools (private & public), including the Odyssey Charter School, that is devised of parents who home-school. Grades served include 6, 7, 8, and 9th, excluding high schools. The subcommittee is putting together

support material for art teachers. Entries will be graded on impact, use of media, and creativity. Letters will go out to schools at the end of September. The contest deadline is December 10. The subcommittee is in process of devising a judging committee.

Cash prizes will be awarded. The subcommittee is looking for donations from local Commissions. The prizes will be awarded at the Heritage Festival alternative event in March. Contest ideas include contacting Cable 12 for promotion and using winning art for a brochure, or on a billboard.

IV. Information Sharing:

The cities were asked to think of questions or anything special that needed to be shared. Time was short, and staff asked for highlights only.

Crystal: The Crystal Human Rights Commission is hosting The League of MN Human Rights Commissions meeting on October 24 from 12:00 p.m. – 3:00 p.m. at the Crystal Community Center.

Golden Valley: The Golden Valley Human Rights Commission is sponsoring an event celebrating African American heritage, entitled "Sharing the Dream". The event will be held at Sandberg Middle School on February 16, 2000.

V. Guest Speaker

The guest speaker was Jackie Fraedrich, Diversity Coordinator, School District 281.

She was asked to speak about issues students face and how Human Rights Commissions can work more effectively with schools. Jackie spoke about the importance of educational funding, resources for minorities to get into college and a desegregation plan in Robbinsdale and Osseo schools. She asked the Commissions for support for an upcoming legislative request to fund desegregation efforts. She also spoke about how we need strong and supportive environments for kids in school, and working areas of diversity into the curriculum. Jackie referred to Golden Valley Human Rights Commissioner Marion Helland's school training and programming materials (see sample enclosed). Jackie stated that overall, 8 or 9% of School District 281 students were of color, and that four of the schools had more than 50% of students on free or reduced lunch programs. The majority of families of color are poor or living in poverty, and typically people with money can afford better schooling for their children. She also talked about the "Daring to be Different" video done by Armstrong High School students. This video is about the students describing what it is like to be a person of color and their experiences related to race. These videos are available by calling NWHHSC at (612) 493-2802, and will be distributed to each Commission at the next meeting.

VI. Art Contest Subcommittee Update

Present: Tess Moleski (Crystal), Diane Bolter (Crystal), Lois Wendt (Crystal), Kira Kieselhorst (Brooklyn Center) and Danielle Ricciardi (NW Hennepin Human Services Council).

Kira Kieselhorst (Brooklyn Center) has just joined the subcommittee. Tasks and assignments were given and those that were not present, Danielle will call. These tasks will need to be completed for their next meeting.

VII. Training/Speakers Subcommittee Update

Present: Hilmer Erickson (Golden Valley), Marion Helland (Golden Valley), and Jane Chambers (Brooklyn Center). Speaker group met and briefly discussed the next two meetings. Youth will be invited to talk with the group for the December meeting. After that, an invitation will be made for a person to help facilitate planning for the second year of the group. Jane will coordinate obtaining the youth speakers and the facilitator.

VIII. Closing Remarks:

The next regional meeting will be held on:

December 7th, 1999 7:00 – 9:00 PM

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

Note: For the June 1st meeting minutes Irene Gomez-Bethke's name was accidentally missing on the attendee list.

EDUCATION COMMITTEE
League of Minnesota Human Rights Commissions

Goals:

- **To educate and inform** the citizens of Minnesota relative to human rights, cultural diversity and discrimination by developing and distributing brochures, videos 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.

Objectives:

- **To provide educational information** regarding multicultural diversity to citizens, schools and churches.
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- **To sponsor public roundtable discussions** on human rights issues.
- **To help establish a center** for multicultural and human rights resources.

For additional information contact

League of Minnesota Human Rights Commissions
4221 Lake Road Avenue, Robbinsdale, MN 55422
612-535-1051

HOW CAN HUMAN RIGHTS COMMISSIONS WORK WITH SCHOOLS?



Suggestions for commissions working with schools:

1. Gather knowledge:

- Read.
- Participate in forums and workshops.

2. Join committees in school districts:

- Contact multicultural task forces.
- Serve on local PER committees.
- Run for school board.

3. Communicate:

- Respond to school issues.
- Generate a school mailing list.
- Send commission news to school staff.
- Seek teachers, administrators and students to serve on Human Rights Commissions.
- Meet with school superintendent every year.

4. Collaborate on projects:

- Work with schools on special events.
- Write letters acknowledging programs and progress noted in schools on human rights.
- Help establish student human rights or multicultural groups in schools.

5. Sponsor events:

- Poster or essay contests.
- Discussion forums and student panels.
- Human Rights Day or Week.

6. Educate on human rights:

- Develop informational packets
- Prepare classroom presentations

7. Provide resources:

- Establish a speakers bureau.
- Distribute multicultural reading lists.

Mark your calendars....
UPCOMING HUMAN RIGHTS-RELATED EVENTS

28th Annual Conference

League of Minnesota Human Rights Commissions

Saturday, September 25, 1999

8:00 – 4:00 pm

Deluxe Corporation, 3680 Victoria Street North, Shoreview

Theme: Children Who Care: Educating Your Child About Human Rights

Cost: \$55

Contact: 612-546-7469 or 651-633-2186

Somali Conference

Sponsored by League of Minnesota Human Rights Commissions

Friday, October 22, 1999

Roosevelt High School

Cost: \$10; lunch and materials included

*For more information, contact the League of MN Human Rights Commissions
(612-535-1051)*

League of Minnesota Human Rights Commission Monthly Meeting

Hosted by Crystal Human Rights Commission

Sunday, October 24, 1999

12:00 – 3:00 pm

Crystal Community Center

*For more information, contact the League of MN Human Rights Commissions
(612-535-1051)*

Human Rights Day Conference

Sponsored by the Minnesota Department of Human Rights

Friday, December 3, 1999

Starting at 8:00 am

Earl Brown Heritage Conference Center, Brooklyn Center, MN

Theme: Unfinished Business: Fulfilling Our Commitment to a Changing Minnesota

Cost: \$95 (includes lunch)

Contact: 651-296-2173

We Care About Kids Day

Sponsored by Community Ahead

Saturday, February 5, 2000

Northwest YMCA

(More information to follow, as event date approaches)

"Sharing the Dream" Celebration

Sponsored by the Golden Valley Human Rights Commission

Wednesday, February 16, 2000

(More information available, as event date approaches)



Support Your School Districts... Attend State of the District



Coffee Breaks!

- ◆ Come learn what's happening within the TwinWest educational system and how business and education can work together to prepare our kids for the next Millennium. We NEED your support!
- ◆ Coffee Breaks are non-structured, networking events from 7:30-9:00 a.m. within the TwinWest service area. Be sure to attend as many as you can – they require no reservations and are free of charge. Bring plenty of business cards!

Hopkins School District 270, Wednesday, October 6
Eisenhower Community Center – Room 134, 1001 Highway 7 in Hopkins

Robbinsdale Area Schools, Tuesday, October 12
Sandburg Middle School, 2400 Sandburg Lane in Golden Valley

St. Louis Park, Thursday, October 14
Central Community Center, 6300 Walker Street in St. Louis Park

Minnetonka Public Schools, Wednesday, October 20
Minnetonka Public Schools District Service Center, 5621 Highway 101 in Minnetonka

Wayzata, Friday, October 22
Wayzata West Middle School, 149 Barry Avenue North in Wayzata

**For more information and directions, please refer to the October edition of the
TwinWest Directions Newsletter**



Join us for a Little Fun and Games at the



October Overtime!

Park Tavern is the ideal spot to kick back and relax after a hard day's work. Surrounded by entertainment (pool tables, cosmic bowling, darts...you name it) the atmosphere is sure to please even the most stressed out businessperson.

**October Overtime...*A Little Fun and Games!*
Hosted by the Park Tavern
(20th year in Business)**

3401 Louisiana Avenue in St. Louis Park

Tuesday, October 19, 1999

5-7 p.m.

Admittance: FREE

Fabulous Door Prizes!

Complimentary Hors D'oeuvres/Cash Bars

200 Business Leaders

**Display Tables available for only \$115 (TwinWest Members)
Call the TwinWest Chamber NOW to register for an entire year of
Overtime Display Tables (October, 1999; December, 1999 – Holiday;
January, 2000; March, 2000; May, 2000 – Small Business Week;
August, 2000 and September, 2000**

Directions: Take Highway 394 to Highway 169 and head south. Follow Highway 169 to Highway 7. Take a left on Highway 7 and follow to Louisiana Avenue. Take a left onto Louisiana Avenue and the Park Tavern is located 2 blocks down on the right hand side of the road.

LMHRC plans training for "Understanding, Reporting and Countering Hate Crimes"

As a result of a statewide League survey on the incidence of hate crimes around the state and how communities are responding, requests have come from police departments for training their members. Mort Ryweck, coordinator of the League's statewide Hate Crimes Response and Prevention Network, lists Maple Grove, Lino Lakes, Northfield, Lake City, Red Wing, Marshall, Duluth and the Southwest Chiefs of Police Association as regions for workshops this fall. Other Human Rights Commissions are working with the League to arrange training sessions with their law enforcement agencies, schools and community agencies later this year or in the year 2000.

The Maple Grove Police Department scheduled the first session for September 7 and 8. Each day will include a two hour session on diversity issues, led by Bonnie Klitzkie, former Chair of the St. Cloud Commission, and a separate two hour session dealing with and countering hate crimes, led by Mort Ryweck and key hate crimes specialists. They are: Captain Paul Berndt, Maple Grove Police Department; Bonnie Klitzke, St. Cloud Human Rights Commissioner, Asa Fridland, Jewish Family & Children's Service; Tommie Seidel, Outfront Minnesota; Margaret H. Chutich, Attorney General's Office; Joan D. Humes, Assistant U.S. Attorney, MN; Kevin L. Ellis, Special Agent, FBI; and representatives from the Chicano/Latino, Asian/Pacific Islander and African American communities.

**League of Minnesota Human Rights Commissions
612-535-1051**

Community Circles confer in Twin Cities

Richfield, Crystal and Bloomington were communities that used the Community Circle Discussion Plans to confront challenges of education, housing and segregation in the Twin Cities metropolitan area recently.

Local Human Rights Commissions hosted/sponsored many of the Circles in collaboration with community groups.

The Community Circle Collaborative includes Education and Housing Equity Project, many organizing partners and funding partners. National partners are the Study Circles Resource Center and Kettering Foundation/National Issues Forum.

Conversation guides and publications as well as facilitators are available to groups planning to launch this project.

Contact:
Dick Little, Coordinator
Education & Housing Equity Project
122 West Franklin Ave, Suite 320
Minneapolis, MN 55404

Phone 612-871-8980
Fax 612-871-8984
E-Mail MICHA@MTN.OR

Send news, pictures, ideas for *Together* to:
Marion Helland, Editor
7720 Winnetka Hts. Dr.
Golden Valley, MN 55427
Fax and Telephone: 612-546-7469

**Minnesota State Department of Human Rights
1-800-657-3704**

Saturday September 25, 1999
League of Minnesota Human Rights Commissions 28th ANNUAL CONFERENCE*
Deluxe Corporation, 3680 Victoria St. North
Shoreview, Minnesota
For further information call 612-546-7469 or 651-633-2186

"CHILDREN WHO CARE"
(Educating Your Child About Human Rights)

This year's conference theme is based on a publication of the Shoreview Human Rights Commission

- 8:00 - 8:30 Registration (Refreshments)/Business Meeting and Election of Directors at Large
8:30 - 8:40 Greetings — Sonja Dunnwald Peterson, Past President LMHRC
8:40 - 8:45 Welcome — Acting Mayor of Shoreview
8:45 - 8:55 Opening Remarks — Commissioner Janeen Rosas, Esq. MDHR
9:05 - 9:20 **KEYNOTE SPEAKER** — Timothy J. Pawlenty, Esq., State Representative
9:20 - 9:30 Questions and Answers
Break
9:45 - 10:45 **Workshop A**
Why Should Children be Taught Human Rights Values?/When Should Human Rights Values be Taught to Children? — Julie Williams
10:45 - 11:20 **Workshop B**
What Values Should be Taught to Children? — Student-Teacher Panel/ Isaac Afwerke
11:20 - 12:20 **Workshop C**
Update on MDHR Law/Discrimination in Education — MDHR
[Entertainment — High School Choral Group]
12:30 - 1:40 **Special Luncheon speaker — Professor Tom Kuster**
Presentation of LMHRC Award
Recognition of Local Commissions
1:45 - 2:15 **Workshop D**
What Should Children Learn About Prejudice and Stereotypes? — Marion Helland
2:15 - 2:45 Techniques For Teaching Human Rights Values To Your Children — Naomi Munzner
2:45 - 3:30 **Workshop E** Sexual Harassment Issues — Judy Gillen and Sue Sattel
Workshop F Hate Crimes Response — Mort Ryweck
3:30 **WRAP-UP RECEPTION** — Ice Cream Bar
*Continuing Education and CLE Accreditation Approval Pending.

Registration for 28th Annual LMHRC Conference

Clip and mail this portion along with registration fee to Jane McPartland, Financial Coordinator,
1820 10th Ave. S. # 8, St. Cloud, MN 56301.

Name _____

Street _____

City _____ State _____ Zip _____ Phone(day) _____ (evening) _____

City Organization/Affiliation _____

Special Accommodation Needed _____

Kindly indicate (✓) your luncheon selection: Regular _____ Vegetarian _____

Please make checks payable to LMHRC. Registration fee: \$45 [includes coffee, rolls, lunch, and workshops]. After September 15, registration fee will be \$55.

COMMISSION SPOTLIGHT



Ron Linde, Northfield Human Rights Commissioner

District 4 Report by Ron Linde

▼ The **Olmstead County** Human Rights Commission held a recent meeting at Stewartville High School. The commission approved sponsorship of the annual Open Door Conference which helps reduce homophobia through education and advocacy. The commission also approved sponsoring with the Rochester CommunityNet and the Community Housing Partnership a play on diversity and housing issues presented by the Illusion Theater from the Cities.

A regional Idea Exchange for HRCs is scheduled for September 18, 1999.

▼ The **Austin** HRC is making a new brochure that will be produced in English, Spanish, Vietnamese and Laotian.

The commission is developing a hate crime response plan and is sponsoring a contest for radio and television broadcasting students at Riverland Community College. Two \$200 scholarships will be given to the students who create the best "spots" with human rights themes.

▼ **Red Wing** Commissioners are discussing ways to involve more people and organizations with the Human Rights Network. They will hold a public forum in early September.

The commission adopted a Human Rights Commission Local Issues Guidelines, which will be followed when citizens attend their meetings.

During the summer months, HRC members plan to compile a list of contacts and send out the Bias/Hate Crime Response Plan.

▼ The **Winona** Commission announced that eight teachers are willing to participate in Partners for Human Rights Education. The training is set for August 16 at Winona State University.

▼ The **Northfield** Human Rights Commission adopted guidelines for public statements made by the commission.

The rental unit stickers are progressing. In addition to being printed in English, Spanish and Chinese, they will be available in Vietnamese.

In response to an inquiry, the Chief of Police commented on the controversial practice of "profiling."

Several commissioners commented on the recent Community Conversation for Interpersonal Violence. Also there was a discussion about Wagner vs. Fayetteville regarding schools losing their Title 9 funding if they do not comply when there is a complaint of sexual harassment by a student.

The District 4 reports compiled by Ron Linde are excellent means of helping Human Rights Commissions know what is being done in their region. Other districts may want to replicate this plan by sending meeting minutes and information to the designated district director.

SECOND ANNUAL STATEWIDE ESSAY CONTEST
SPONSORED BY
LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS
PRIZES

CONTEST RULES

1. All 6th, 7th, and 8th students are eligible to participate. Each student may submit one entry.
2. Read the Universal Declaration of Human Rights and the Bill of Rights.

Essay topic: What problems in your school have to do with intergroup conflict or prejudice? What solutions do you recommend and what actions can you take to solve these problems?

3. Essays may be from one to three pages in length.

4. Attach entry form to **back** of the essay.

5. State entry deadline: March 31, 2000.

6. First prize \$500.00
Second prize \$350.00
Third prize \$200.00

7. Mail essays to:

Debbie Zamow
Roseville City Hall
2660 Civic Center Drive
Roseville, MN 55113-1899

8. Contacts:

Marion Helland, Golden Valley HRC
612-546-7469

Jill Bergquist, Roseville HRC
651-687-4479



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

MEMORANDUM

TO: ALL MEMBER CITIES AND COUNTIES COMMISSIONS

FROM: League of Minnesota Human Rights Commissions

DATE: March 12, 1999

RE: **"CHILDREN WHO CARE
Educating Your Child About Human Rights"**
*Published by
Shoreview Human Rights Commission, City of Shoreview*

LMHRC is pleased to share a copy of the above-mentioned publication with your commission.

This booklet is designed to help parents with ideas on how to teach values to children. It is a practical guide that discusses techniques to help parents teach values. The last paragraph of the booklet's Introduction reads:

"This brochure has been written for parents who would like their children to learn values that relate specifically to human rights and diversity --..."

Please share this booklet with your commissioners. You may contact Laurie Elliott at 651-490-4615 with any questions and for additional copies.

Sincerely,

LEAGUE OF MINNESOTA HUMAN RIGHTS COMMISSIONS


Larry Nicholson, President

Enclosure

Dene -

Info rec'd
in the
mail for the
Commission. /Val

8/30 am.

Develop Network in NH
re: Hate Crimes Response
and Prevention Network
Coordinator.

(Include School District)

Train Session available
"Diversity Training"

Guest Speaker: Bonnie Luke's
North Hennepin Mediator.

6 certified Mediator

agencies in State - MN.

- Human Rights - St MN.

- Usually employment issues

The location of the June meeting has changed!

The meeting will be held at the

Crystal Community Center
Rooms A and B

This is *NOT* the City Hall where we met in March.

From I-94 take Highway 81 South. On Bass Lake Road turn right.

Take a left on West Broadway. Take a right on Douglas Drive.

The Community Center is on your left.

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 unless someone objects	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.



Twelve Thoughts About Working Together

I. Listen

Learn to listen so that you hear clearly what your fellow commissioners have to say, what citizens have to say, and what staff has to say. Focus on listening, rather than on what you will say in response. State what you think you heard and ask for clarification before responding, in an effort to enhance understanding. Listen with respect for the individual speaking and for what is being said in order to build trust. Listen with an open mind. Urge persons of various points of view to speak and promise to listen to these positions seriously.

II. Seek Consensus

By listening with an open mind, it is possible to discern common ground among many competing viewpoints. Seeking this common ground and creating a consensus means that the process may be more important than the product. Sometimes more study on an issue helps to create consensus and may offer opportunities for finding commonalities of interest.

III. Disagree Agreeably

Reasonable people with good intentions may disagree with one another. Disagreement is not bad as long as the opinions of others are treated with respect. Don't lose sight of the issue at hand during a heated debate. Avoid grandstanding—reasonable arguments clearly backed up by careful homework may win a debate rather than making other commissioners uncomfortable with hyperbole. Conflicts can be an opportunity for new insights, learning, and individual and organization growth. Disagreements can illuminate a topic in helpful ways and can present solutions to problems that previously had not been seen. The successful resolution of conflict can bind people together in powerful ways.

IV. Respect the Will of the Majority

Live with the results of a vote on an issue. Debate may be lively and heated, but once a decision is made and a vote taken, it is important to recognize this decision as the intent of the majority of the commission and take no actions to undermine this decision. Move on, without rancor.

V. Respect the Rights of the Minority

Be sensitive to the feelings and concerns of those who do not agree with the majority. Respect their rights of conscience.

VI. Treat Everyone with Respect

Do not publicly embarrass or humiliate fellow commissioners, citizens, or staff. While disagreements are expected and acceptable, always maintain an atmosphere of good will and respect, no matter who is speaking. Focus on ideas and suggestions instead

of questioning people's motives, intelligence, or integrity. Do not ask questions or make statements in a way that will intimidate or judge others.

VII. Share Information

Always share relevant information with fellow commissioners and staff, so that everyone has the same information. Staff members also must make certain that information is shared with all commissioners in a timely manner.

VIII. Make Decisions in the Open

Create an environment in which the City's business is conducted in the open and in which debate is encouraged and valued. Adhere not only to the letter, but also to the spirit of the Open Meetings law. Avoid speaking for the Human Rights Commission as a group outside of Commission meetings.

IX. Nurture the Value of the Individual; Recognize the Strength of the Team

Individual commissioners have differing strengths, interests, and abilities. Take advantage of these differences when discussing issues—not everyone can be an expert on every issue. Learn what perspectives individuals bring to discussions. However, never lose sight of the fact that the Commission's legal and political strength comes from working as a team. Constituents expect their elected and appointed officials to learn to work together and with citizens to further the best interests of the City as a whole.

X. Trust Your Judgment; Make Tough Decisions

Commissioners are appointed to make informed decisions and recommendations. Seek many opinions on an issue. Ten calls on a particular issue may not represent the feelings of all residents. Find out who is impacted by decisions. Trust your judgment to decide what is best for the City as a whole, while protecting the rights of individual citizens.

XI. Avoid "Meeting Night" Tunnel Vision

Resist the temptation to form a perception about how the City functions based on what happens on Commission meeting evenings. Problems are resolved, projects are planned, citizens receive service, and decisions are made throughout the week. Keep what happens at Commission meetings within the context of the operation of the entire City.

XII. This Too Shall Pass

Controversial issues may cause sleepless nights. However, there will always be another issue looming on the horizon that may be just as controversial. Over time, it will be difficult to remember what was controversial a mere three months earlier. Keep a balanced perspective, and above all, maintain a healthy sense of humor.

—ideas taken from Shoreview's Council Manual; Loveland, Colorado's Council Orientation Guide; and the 204th General Assembly of Presbyterian Church guidelines.

EDUCATION COMMITTEE
League of Minnesota Human Rights Commissions

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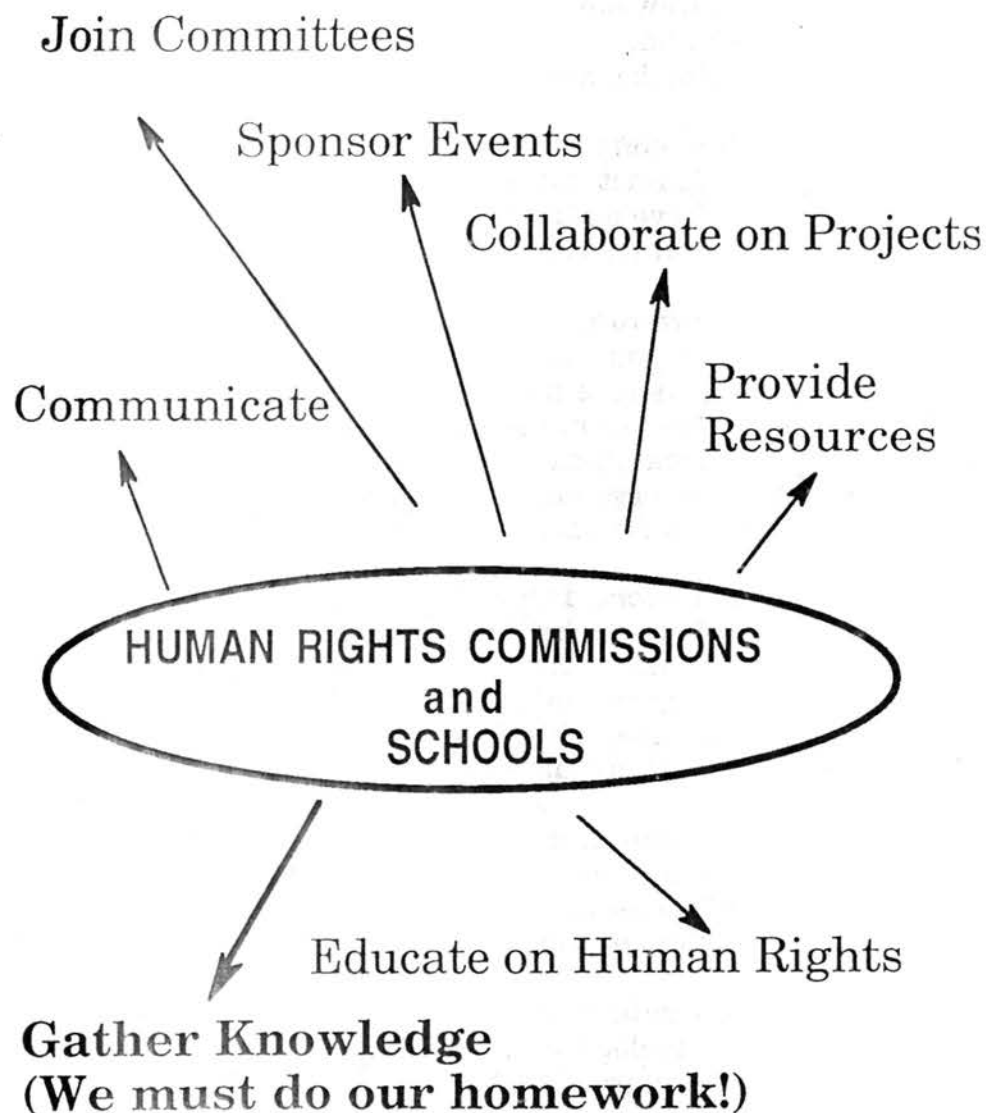
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For additional information contact

League of Minnesota Human Rights Commissions
4221 Lake Road Avenue, Robbinsdale, MN 55422
612-535-1051

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- Read.
- Participate in forums and workshops.

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- Contact multicultural task forces.
- Serve on local PER committees.
- Run for school board.

3. **Communicate:**

- Respond to school issues.
- Generate a school mailing list.
- Send commission news to school staff.
- Seek teachers, administrators and students to serve on Human Rights Commissions.
- Meet with school superintendent every year.

4. **Collaborate on projects:**

- Work with schools on special events.
- Write letters acknowledging programs and progress noted in schools on human rights.
- Help establish student human rights or multicultural groups in schools.

5. **Sponsor events:**

- Poster or essay contests.
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- Develop informational packets
- Prepare classroom presentations

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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 unless someone objects	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.

Prepared and Distributed by the Minnesota Federation of Teachers



Twelve Thoughts About Working Together

I. Listen

Learn to listen so that you hear clearly what your fellow commissioners have to say, what citizens have to say, and what staff has to say. Focus on listening, rather than on what you will say in response. State what you think you heard and ask for clarification before responding, in an effort to enhance understanding. Listen with respect for the individual speaking and for what is being said in order to build trust. Listen with an open mind. Urge persons of various points of view to speak and promise to listen to these positions seriously.

II. Seek Consensus

By listening with an open mind, it is possible to discern common ground among many competing viewpoints. Seeking this common ground and creating a consensus means that the process may be more important than the product. Sometimes more study on an issue helps to create consensus and may offer opportunities for finding commonalities of interest.

III. Disagree Agreeably

Reasonable people with good intentions may disagree with one another. Disagreement is not bad as long as the opinions of others are treated with respect. Don't lose sight of the issue at hand during a heated debate. Avoid grandstanding—reasonable arguments clearly backed up by careful homework may win a debate rather than making other commissioners uncomfortable with hyperbole. Conflicts can be an opportunity for new insights, learning, and individual and organization growth. Disagreements can illuminate a topic in helpful ways and can present solutions to problems that previously had not been seen. The successful resolution of conflict can bind people together in powerful ways.

IV. Respect the Will of the Majority

Live with the results of a vote on an issue. Debate may be lively and heated, but once a decision is made and a vote taken, it is important to recognize this decision as the intent of the majority of the commission and take no actions to undermine this decision. Move on, without rancor.

V. Respect the Rights of the Minority

Be sensitive to the feelings and concerns of those who do not agree with the majority. Respect their rights of conscience.

VI. Treat Everyone with Respect

Do not publicly embarrass or humiliate fellow commissioners, citizens, or staff. While disagreements are expected and acceptable, always maintain an atmosphere of good will and respect, no matter who is speaking. Focus on ideas and suggestions instead

of questioning people's motives, intelligence, or integrity. Do not ask questions or make statements in a way that will intimidate or judge others.

VII. Share Information

Always share relevant information with fellow commissioners and staff, so that everyone has the same information. Staff members also must make certain that information is shared with all commissioners in a timely manner.

VIII. Make Decisions in the Open

Create an environment in which the City's business is conducted in the open and in which debate is encouraged and valued. Adhere not only to the letter, but also to the spirit of the Open Meetings law. Avoid speaking for the Human Rights Commission as a group outside of Commission meetings.

IX. Nurture the Value of the Individual; Recognize the Strength of the Team

Individual commissioners have differing strengths, interests, and abilities. Take advantage of these differences when discussing issues—not everyone can be an expert on every issue. Learn what perspectives individuals bring to discussions. However, never lose sight of the fact that the Commission's legal and political strength comes from working as a team. Constituents expect their elected and appointed officials to learn to work together and with citizens to further the best interests of the City as a whole.

X. Trust Your Judgment; Make Tough Decisions

Commissioners are appointed to make informed decisions and recommendations. Seek many opinions on an issue. Ten calls on a particular issue may not represent the feelings of all residents. Find out who is impacted by decisions. Trust your judgment to decide what is best for the City as a whole, while protecting the rights of individual citizens.

XI. Avoid "Meeting Night" Tunnel Vision

Resist the temptation to form a perception about how the City functions based on what happens on Commission meeting evenings. Problems are resolved, projects are planned, citizens receive service, and decisions are made throughout the week. Keep what happens at Commission meetings within the context of the operation of the entire City.

XII. This Too Shall Pass

Controversial issues may cause sleepless nights. However, there will always be another issue looming on the horizon that may be just as controversial. Over time, it will be difficult to remember what was controversial a mere three months earlier. Keep a balanced perspective, and above all, maintain a healthy sense of humor.

—ideas taken from Shoreview's Council Manual; Loveland, Colorado's Council Orientation Guide; and the 204th General Assembly of Presbyterian Church guidelines.

Memorandum

To: Human Rights Commission Members
Gary Link, Staff Liaison

From: Valerie Leone, City Clerk

Date: August 6, 1999

Subject: Follow-up from 8/2 Mtg

Enclosed are the minutes from the June 1st Regional Human Rights Coalition Meeting. You will receive a mailed notice/agenda of the September 7 meeting.

The following information was provided by Mort Ryweck of the League of Minnesota Human Rights Commission:

State's Annual Meeting - Saturday, September 25. Will be held in Shoreview - a notice will be mailed out in a few weeks.

State's Human Rights Day - there's nothing planned state-wide; however there is an International Human Rights Day event which Mort believed was scheduled for December 10.

FYI, Mort offered to attend a future New Hope HRC Meeting if you so desire.

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).

I. Welcome and Introductions:

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.

II. Information sharing:

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.

- Currently filling their 10th 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 2nd week in July.

New Hope:

- They have had some turnover in members recently. They will hold their first meeting with new members on June 7th.
- 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 25th 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 11th 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 22nd, 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 7th, 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.

Memorandum

To: Human Rights Commissioners:
Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe
J Ramnarace
Debbie Sibbet

From: Valerie Leone, City Clerk

Date: August 5, 1999

Subject: Follow-up from August 2 Meeting

Enclosed for your review is a copy of the New Hope Human Rights Commission Mission Statement and By-laws. It is my understanding that you will be considering amendments at your October 4 meeting.

In the near future I will forward:

- minutes of previous Regional Meetings
- information regarding the State Human Rights Day and Annual Meeting

Also, I have confirmed that the next meeting of the Regional Human Rights Commission will be held on Tuesday, September 7, at the Crystal Community Center (Rooms A and B).

cc: Gary Link, HRC Staff Liaison



HUMAN RIGHTS COMMISSION

MISSION STATEMENT

To serve as an advisory body to the New Hope City Council on matters pertaining to human rights.

To develop programs of formal and informal education programs to assist in the implementation of federal and state Human Rights Acts and Laws and the American Disability Act, and to ensure all citizens full and equal participation in the affairs of the community.

To provide leadership and act in a cooperative manner with agencies, organizations, and other Human Rights Commissions in order to recognize and prevent discrimination and inequalities in the daily lives of the residents of the City of New Hope.

HUMAN RIGHTS COMMISSION

By-Laws

PURPOSE

The purpose of these by-laws is to facilitate the Human Rights Commission's responsibility as a permanent advisory commission to the City of New Hope. The Commission was re-established by the New Hope City Council under Ordinance 95-14 dated September 25, 1996.

The Commission will help fulfill the City of New Hope's responsibility as a partner with the State Department of Human Services, in securing for all of its residents equal rights in housing, employment, public accommodations, public services and education directed toward improving the human relations climate in the City of New Hope.

The Commission will serve as an advisory body to the New Hope City Council on matters pertaining to human rights. At the direction of the City Council the Commission will develop formal and informal educational programs to assist in the implementation of federal and state laws as well as local ordinances pertaining to human rights, in order to assure that all citizens, property owners and organizations within the City have full and equal participation in the affairs of the community.

At the direction of the City Council the Commission will provide leadership and act cooperatively with human rights agencies, organizations and other human rights commissions in the recognition and prevention of discrimination and inequalities in the City of New Hope.

ARTICLE I

A. Organization/Composition and term of office

The Commission shall be composed of up to nine New Hope residents appointed by a majority vote of the New Hope City Council (city code 2.254) for a period of two years beginning January 1, 1996, except that the initial term of three members shall be for one year and the other three members' term shall be for two years. Initial one year terms will be decided by lot drawing. Terms may be renewed.

Of the nine commissioners, at least one shall be a high school student attending an Independent School District #281 school.

The term of office for the student(s) commissioner shall be from September 1st to August 31st of the following year. The student(s) commissioner(s) may be reappointed.

When the student(s) commissioner leaves school permanently, the student commission appointment will expire. Another student will then be appointed by the City Council to fill the vacancy.

ARTICLE II

A. Duties/Powers/Responsibilities of Commission

To adopt by-laws and rules of procedure for conducting its affairs, including the election, assumption of duties and defining the duties of its officers.

To enlist the cooperation of agencies, organizations and individuals in the community in educational programs directed toward providing equal opportunity and the elimination of inequalities.

To formulate a human service education program in response to valid data obtained from professional analysis of community needs.

To advise the City Council on human and civil rights issues.

To cooperate with the State Department of Human Rights in the development of formal and informal educational programs which will assist in the implementation of the Minnesota Human Rights Act and which will provide for the Council's assumption of leadership in recognizing and resolving potential human rights problem in the community.

To obtain, when required, specific training and certification in human rights procedures.

B. Election of Officers

The officers of the Commission shall be elected each year by the current New Hope Human Rights Commission members at the January meeting.

Election results shall be recorded in the minutes of the January meeting.

Officers shall serve for a period of one year, commencing in January after elected, and ending December 31st of that year.

C. Officers

The officers of the Commission shall be a chairperson, vice chairperson and a recording secretary.

D. Duties of Officers

1. Chairperson

The chairperson shall preside at all meetings of the New Hope Human Rights Commission and shall assume all the supervisory and management responsibilities associated with this position.

The chairperson shall appoint all commission members to task forces. In addition, non-commission individuals may be selected to serve on a task force with the approval of the City Council.

A commissioner on each task force will make a progress report at the monthly commission meeting.

The chairperson (or a person appointed by the chairperson) shall upon being notified of a new commission member, welcome that member and inform said member about the role of the commission and his/her duties as a commissioner.

2. Vice Chairperson

The vice chairperson shall, in the absence of the chairperson, assume all the responsibilities of the chairperson.

3. Secretary

The secretary shall record and keep all commission minutes and records.

The City Clerk shall keep all original commission minutes and records.

The secretary shall mail to all current commission members and to others as instructed no later than five calendar days prior to the next meeting, a copy of the minutes from the last meeting and the agenda for the next meeting.

The secretary shall notify all commission members of the time, place and reason for a special meeting.

In the absence of the chair and vice chair, the secretary shall assume the duties of commission chair.

ARTICLE III

A. Annual Meetings

At its first meeting in January, the Commission shall set the dates and time for all regular monthly meetings.

B. Monthly Meetings

The Commission shall hold a minimum of six regular monthly meetings in a calendar year unless otherwise specified. Monthly meetings will be held on the first Monday of the month in the City Council Chambers.

C. Special Meetings

The Commission chair or a majority of the present commissioners may call a special meeting.

ARTICLE IV

A. Conducting of Business

In the presence of a quorum, a meeting is called to order. In the absence of all commission officers, the commissioners present may elect an acting chair.

A quorum is defined as the presence of a majority of the commissioners.

The most recent edition of Robert's Rules of Order shall guide commission meetings, but not govern them.

B. Order of Business

- Roll call with results recorded in the minutes
- Approval of meeting agenda
- Approval of last meeting minutes
- Introduction of guests
- Communications
- Task force reports
- Old business

- New business
- Announcements
- Adjournment

ARTICLE V

A. Attendance

Unexcused absences from three consecutive regular commission meetings shall be grounds for removal from this commission.

B. Removal From Office

Section 2.257(2) of the New Hope Human Rights Commission ordinance states that by a majority vote of all commission members, the commission may petition the City Council to remove any member when, in its discretion, the best interests of the City would be thereby served, after first giving the person so named an opportunity to be heard before the Commission and the City Council. A commissioner will be removed by a majority vote of the Council.

C. Resignations

The handling of all Commission resignations shall be governed by the most recent version of New Hope City Ordinance 95-14.

ARTICLE VI

A. General Provisions

No member of the Commission shall be authorized to speak on matters of human rights policy until the City Council and/or City Manager have approved of such statements.

On all matters before the Commission, there shall be no proxy voting.

ARTICLE VII

A. By-Law Amendments/Ordinance Changes

These by-laws may be recommended for amendment by a two-thirds affirmative vote of the commissioners at a regular or special meeting and then submitted to the City Council for approval.

Notice of the proposed by-laws or ordinance changes shall be mailed by the secretary to all commissioners at least five days prior to the meeting of which amendment(s) or ordinance changes are considered.

Any commission member may, in writing, propose changes to these by-laws or Ordinance 95-14.

ARTICLE VIII

A. Minnesota's Open Meeting Law, Minnesota Statute §471.705, states that all meetings, including executive sessions of any City commission meeting, shall be open to the public.

- B. The vote tally on all decisions of the Commission will be recorded in the minutes from that Commission meeting.

ARTICLE IX

- A. These by-laws shall be governed by the most recent version of City Ordinance 95-14.
- B. These by-laws were recommended for approval on October 7, 1996, by the New Hope Human Rights Commission, and approved by the New Hope City Council on October 27, 1997.

**NOTE: MEETING WILL BE HELD IN
THE POLICE CONFERENCE ROOM**

**CITY OF NEW HOPE
4401 XYLON AVENUE NORTH
NEW HOPE, MINNESOTA 55428**

Human Rights Commission
Regular Meeting

October 4, 1999
City Hall

CALL TO ORDER

Chair Winnie Kramer called the meeting of the Human Rights Commission to order at 7:00 p.m.

ROLL CALL

Present: Winnie Kramer - Chair
Henry Bates - Commissioner
J. Ramnarace - Vice Chair
Debbie Sibbet - Secretary
Irene Gomez-Bethke - Commissioner (arrived late)

Absent: Jacqueline Fraedrich - Commissioner (excused)
Cal Monroe

APPROVE MINUTES

Motion was made by Commissioner Bates, seconded by Vice Chair Ramnarace, to approve the regular minutes of October 4, 1999. All present voted in favor. Motion carried.

**NORTHWEST
REGIONAL HUMAN
RIGHTS COALITION
REPORT**

Irene Gomez-Bethke provided a review of the Northwest Regional Human Rights Coalition meeting held on September 7, 1999 (minutes of meeting supplied to Commission members). Commissioner Bates agreed to serve on the NRHRC Training Subcommittee. Commissioner Sibbet agreed to serve on the NRHRC Arts Contest Subcommittee. Chair Kramer informed Commission members that the next NRHRC meeting will be held December 7, 1999, at the Crystal Community Center.

**BYLAWS/MISSION
STATEMENT**

Commission members made revisions to the Human Rights Commission Mission Statement and Bylaws with a request to have a clarification from Mayor Enck. A motion was made by Commissioner Bates, seconded by Secretary Sibbet, to approve the changes and to submit the changes to the City Council for approval. All present voted in favor—motion carried.

**NRHRC ARTS
CONTEST DONATION**

Motion was made by Vice Chair Ramnarace, seconded by Secretary Sibbet, to approve a \$50 donation to the Northwest Regional Human Rights Coalition for their Arts Contest prize money fund. All present voted in favor—motion carried.

Secretary Sibbet agreed to contact Tess Moleski to obtain information about the Art Contest winner's work being displayed. (Subcommittee meeting being held October 16 at 6 p.m. Letter being sent out to the schools with a submission deadline of December 10, 1999. The art will be displayed at a booth at the YMCA on the first Saturday in February.)

**LEAGUE OF
MINNESOTA HUMAN
RIGHTS
COMMISSION ESSAY
CONTEST**

Vice Chair Ramnarace agreed to contact Marion Helland regarding the Essay Contest. (All four middle schools in the Robbinsdale School District have been sent a reminder regarding the essay contest.)

NEW BUSINESS

Commissioner Gomez-Bethke provided information on upcoming events. There will be a Somali Conference, sponsored by the League of Minnesota Human Rights Commission, on October 22, 1999, at Roosevelt High School with a cost of \$10 for lunch and materials. The monthly League of Minnesota Human Rights Commission meeting will be held at the Crystal Community Center on October 24, 1999. The Minnesota Department of Human Rights is sponsoring a Human Rights Conference on December 3, 1999, at the Earle Brown Heritage Conference Center with a cost of \$95. Other upcoming events are the *We Care About Kids Day* in February 2000, *Sharing the Dream Salvation* on February 16, 2000, and a statewide celebration of *Martin Luther King Day*.

None of the New Hope commissioners were able to attend the conference held in September.


Commission members were to contact Staff Liaison Gary Link if they had an interest in attending any of the upcoming training sessions.

Commission members were encouraged to attend the Northwest Regional Human Rights Coalition meeting on December 7, 1999. Commission members inquired if the City would sponsor a table for them at the Mayor's Prayer Breakfast on October 29. (Staff Liaison Gary Link reports the Council was not purchasing any tickets for staff or any elected/appointed officials for the City.)

ADJOURNMENT

Motion was made by Commissioner Bates, seconded by Secretary Sibbet, to adjourn the meeting as there was no further business to come before the Commission. All present voted in favor. Motion carried. The New Hope Human Rights Commission meeting adjourned at 8:04 p.m.

Respectfully submitted,



Gary Link
Director of Police - Staff Liaison



**HUMAN RIGHTS COMMISSION
MEETING NOTICE**

Police Department, 4401 Xylon Avenue North
November 1, 1999
7:00 p.m.

Commission Members:

Henry Bates
Jacqueline Fraedrich
Irene Gomez-Bethke
Winnie Kramer
Cal Monroe
J. Ramnarace
Debbie Sibbet

1. Roll Call
2. Approval of Minutes of October 4, 1999
3. Arts Contest Donation Update
4. Essay Contest Update
5. Mission Statement and Bylaws Review
6. Viewing of Video "Daring to Be Different"
7. New Business
8. December Meeting
9. Adjournment

Title 7

CIVIL RIGHTS

- Ch. 139. In General, ss 139.10--139.90
Ch. 141. Administration and Enforcement, ss 141.10--141.100
Ch. 142. Civil Rights and Domestic Partnerships, ss 142.10--142.60

CHAPTER 139. IN GENERAL

139.10. FINDINGS, DECLARATION OF POLICY AND PURPOSE. (a) FINDINGS. The council finds that discrimination in employment, labor union membership, housing accommodations, property rights, education, public accommodations and public services based on race, color, creed, religion, ancestry, national origin, sex, including sexual harassment, affectional preference, disability, age, marital status, or status with regard to public assistance or in housing accommodations based on familial status adversely affects the health, welfare, peace and safety of the community. Such discriminatory practices degrade individuals, foster intolerance and hate, and create and intensify unemployment, substandard housing, under-education, ill health, lawlessness and poverty, thereby injuring the public welfare.

(b) DECLARATION OF POLICY AND PURPOSE. It is the public policy of the City of Minneapolis and the purpose of this title:

(1) To recognize and declare that the opportunity to obtain employment, labor union membership, housing accommodations, property rights, education, public accommodations and public services without discrimination based on race, color, creed, religion, ancestry, national origin, sex, including sexual harassment, affectional preference, disability, age, marital status, or status with regard to public assistance or to obtain housing accommodations without discrimination based on familial status is a civil right.

(2) To prevent and prohibit all discriminatory practices based on race, color, creed, religion, ancestry, national origin, sex, including sexual harassment, affectional preference, disability, age, marital status, or status with regard to public assistance with respect to employment, labor union membership, housing accommodations, property rights, education, public accommodations or public services;

(3) To prevent and prohibit all discriminatory practices based on familial status with respect to housing accommodations;

(4) To protect all persons from unfounded charges of discriminatory practices;

(5) To eliminate existing and development of any ghettos in the community; and

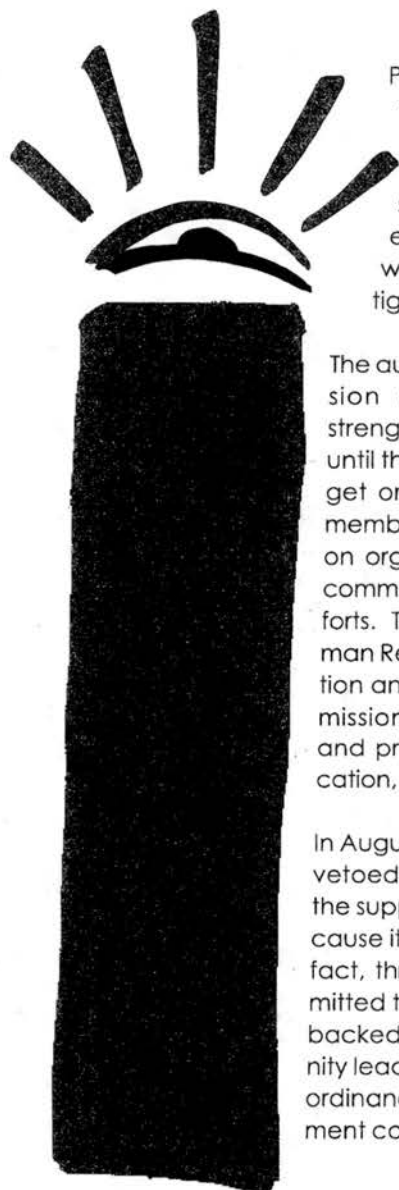
(6) To effectuate the foregoing policy by means of public information and education, mediation and conciliation, and enforcement. (Ord. of 12-30-75, s1;82-Or-114, s1,6-25-82)

EARLY HISTORY of the Minneapolis

Department of Civil Rights & Commission on Civil Rights

The history of the Minneapolis Civil Rights Ordinance, the Minneapolis Department of Civil Rights (Department) and the Minneapolis Commission on Civil Rights (Commission) began long before 1967. The action of the Minneapolis City Council which led to the creation of the Department and Commission was the culmination of years of planning, studying and hard work.

Mayor Hubert H. Humphrey established the Mayor's Fair Employment Practices Commission in 1946 and the Mayor's Commission on Human Relations the following year. Later in 1947, the Minneapolis City Council established its own body, the Minneapolis Fair Employment Practices Commission.



Neither of the Employment Practices Commission had enforcement authority and each had a different focus. The former attempted to persuade discriminatory employers to change their practices, while the latter focused on investigating individual complaints.

The authority of the Mayor's Commission on Human Relations was strengthened in October, 1963. Up until that time, it did not have a budget or administrative staff. The 15 member body quickly began to work on organizing human relations and community groups to enlarge their efforts. The Mayor's Commission on Human Relations used research, education and social action to achieve its mission of reducing discrimination and prejudice in employment, education, housing and law enforcement.

In August, 1966, Mayor Arthur Naftalin vetoed a civil rights law that lacked the support of community leaders because it was considered too weak. In fact, three civil rights laws were submitted to the Council before one was backed by the community. Community leaders insisted that any civil rights ordinance include a strong enforcement component.

Late in 1966, the City Council asked a group of community leaders and activist representing over 30 organizations to form a committee to study the need for a statutory civil rights ordinance. In November, 1966, the group, known as the Ad Hoc Committee on Civil and Human Rights, recommended that the City Council create a civil rights agency with strong enforcement power. The Minneapolis City Attorney questioned the City's authority to create such an agency without state enabling legislation.

Taking this finding into account in January, 1967, the Ad Hoc Committee offered another proposal recommending that the City Council seek needed state legislation. The state legislation would grant enforcement authority to a city agency as well as the ability to use the District Court for enforcement of its orders.

In March, 1967 the Joint Bipartisan Committee of the Minneapolis City Council endorsed the Ad Hoc Committee's recommendation. The Minnesota Legislature passed legislation in June, 1967 which granted the Minneapolis Fair Employment Practices Commission additional enforcement ability and extended its regulatory powers to four other areas of civil rights enforcement — housing, education, public service and public accommodations.

Once enforcement authority was granted, members of the City Council proposed merging the Mayor's Human Relations Commission and the Minneapolis Fair Employment Practices Commission into a single civil rights agency.

While there was agreement to form a single agency, the Council was divided on the strength of the open housing law. Some Council members favored a civil rights ordinance that would cover owner occupied duplexes while others believed duplex-owners should be exempted.

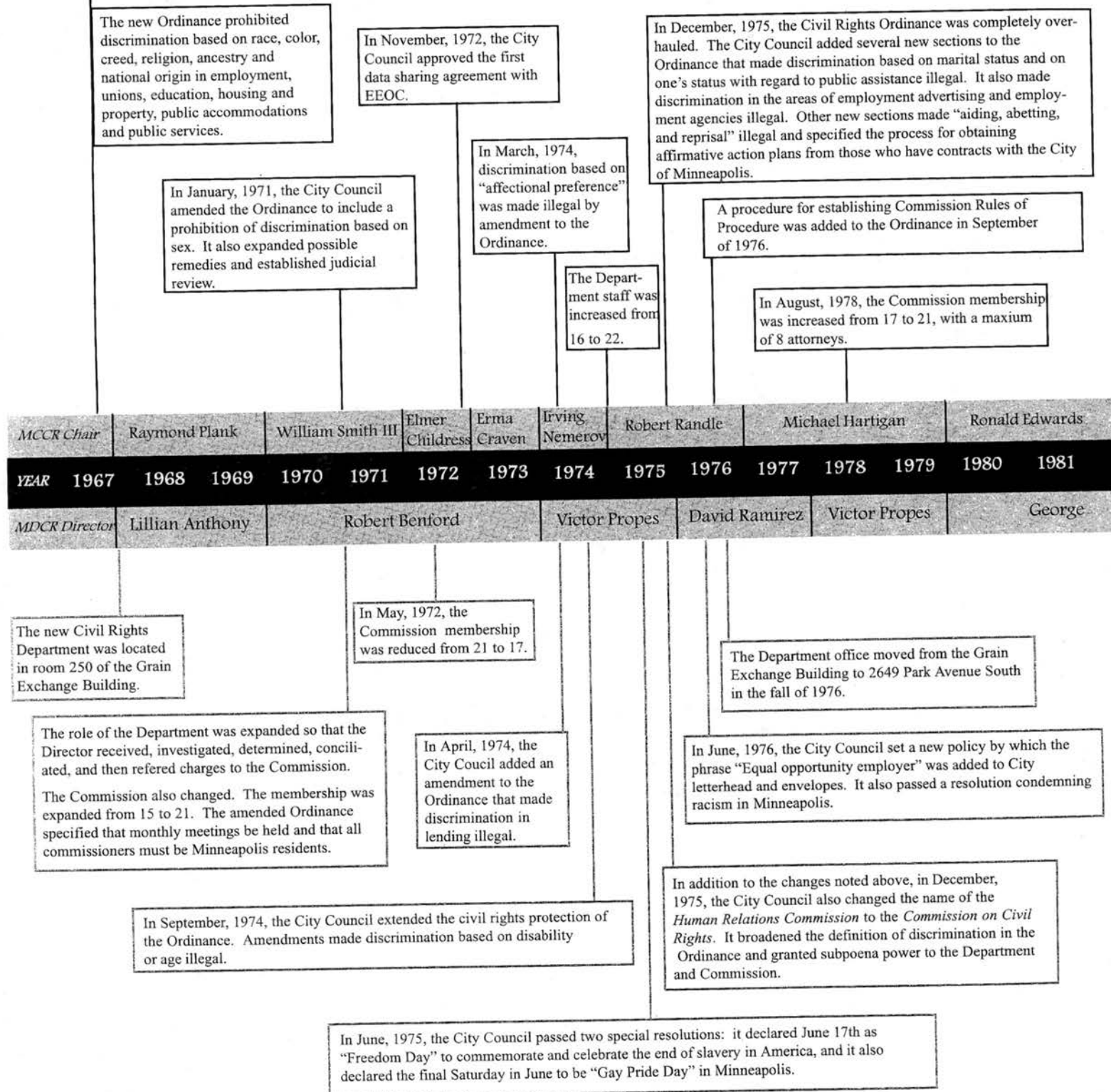
In July, 1967, Mayor Arthur Naftalin presented an 11-point plan intended to move the city along in addressing its human relations problems. Naftalin's plan included the development of a broad civil rights ordinance. Naftalin's proposed ordinance was supported by community leaders including the Ad Hoc Committee.

On August 25, 1967, by an 8 to 5 vote, the Minneapolis City Council passed the Civil Rights Ordinance. The Ordinance simultaneously dissolved the Mayor's Commission on Human Relations and the Minneapolis Fair Employment Practices Commission and established the Department and Commission.



A Legislative History of Minneapolis Civil Rights

On August 25, 1967 the Minneapolis City Council passed, by a vote of 8 to 5, the Civil Rights Ordinance. It simultaneously dissolved the *Mayor's Commission* and the *Fair Employment Practice Commission*, and established the *Minneapolis Commission on Human Relations* and the *Minneapolis Department of Civil Rights*.



In June, 1982, the City Council added to the section of the Ordinance that prohibited sex discrimination by clarifying that the prohibition included sexual harassment. Discrimination in housing based on familial status was also made illegal. In addition, the City Council added a section that granted the Director the authority to dismiss cases for such things as a lack of jurisdiction or lack of merit.

In January, 1991, Chapter 142 was added to the Ordinance: "Civil Rights and Domestic Partnership." The City Council intended to adopt "a process to provide persons to declare themselves as Domestic Partners, thus enabling employers to voluntarily provide equal treatment in employment benefits for such partners and their dependents."

In March, 1987, the definition of age was changed so that the law covered not only those over 40 years old, but "anyone over the age of majority." The City Council also changed the language in the definition of disability.

In December, 1995, the City Council added the option of mediation to the hearing process of the Commission.

Late in 1983 the Department office moved from 2649 Park Avenue South to room 239 of City Hall.

In addition to aiding, abetting, and reprisal, in February, 1989, the City Council added coercion to the list of illegal activities.

In 1992 the statute of limitations for filing a charge of discrimination was increased to one year.

The statute of limitations for filing a charge of discrimination was increased to 300 days in 1984.

	Tom Beaver	William Davis					Ophelia Balcos					Herman Milligan		Tim Cole		
1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	
Caldwell		Mary Emma Hixson										Kenneth White				

In April, 1985, for purposes of meeting the affirmative action requirements of the contract compliance section of the Ordinance, the City Council added a definition of "American Indian."

In April, 1988, the City Council added an explanation of "reasonable accommodation" for people with disabilities to the Ordinance.

In August of 1993 the City Council added one more area of illegal discrimination to the Ordinance, prohibiting discrimination in professional organizations.

In the summer of 1987 the Department and Commission celebrated their 20th anniversary. The theme was "We'll Never Turn Back!"

In February, 1996, the Department office space was remodeled to comply with the accessibility provisions of the American's with Disabilities Act.

In December, 1983, the City Council amended the contract compliance section of the Ordinance, requiring more contractors to file affirmative action plans with the Department. The contract threshold was changed from contracts of \$250,000 to \$50,000. It also added a section to the Ordinance that required all City departments to submit annual affirmative action plans to the City Council.

Struggling to adopt an accurate, inclusive definition of "disability," the City Council adjusted the definition in the Ordinance once again in November of 1990.

Civil Rights

MINNEAPOLIS DEPARTMENT OF CIVIL RIGHTS

*A Guide to
Understanding
Our Laws &
Your Civil Rights*



Minneapolis: No Place for

PREJUDICE

A silhouette of a city skyline, likely Minneapolis, positioned below the word PREJUDICE.

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"How can you measure the impact of more than a generation of protecting civil rights? What additional challenges would we face today, if fifty years had passed by without the leadership, innovation, education, investigation and enforcement provided by the Minneapolis Department of Civil Right and Minneapolis Commission on Civil Rights?"

Sharon Sayles Belton

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239 City Hall
Minneapolis, MN 55415
(612) 673-3012
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In the '60s, Martin Luther King, Jr. said his unforgettable words "I have a dream". Although we have a long way to go, much of his dream has become reality with new laws against discrimination. The City of Minneapolis has a strong reputation as a national leader in the protection of civil rights. Half a century ago, in 1946, Mayor Hubert H. Humphrey established the Mayor's Fair Employment Practices Commission, now the Minneapolis Department of Civil Rights.

The Minneapolis Department of Civil Rights works to create a Minneapolis that is safe, and where all people can have an equal and fair access for opportunities at school, at work and in the community. Ignoring your right to fight discrimination makes these efforts meaningless.

Our Three Mandates:

1. Efficient, effective, timely, fair enforcement of civil rights through investigation, conciliation and working agreements with other agencies.
2. Collaborative working relationships with organizations doing business in Minneapolis.
3. Promote civil rights educational opportunities for companies and other organizations doing business in Minneapolis.

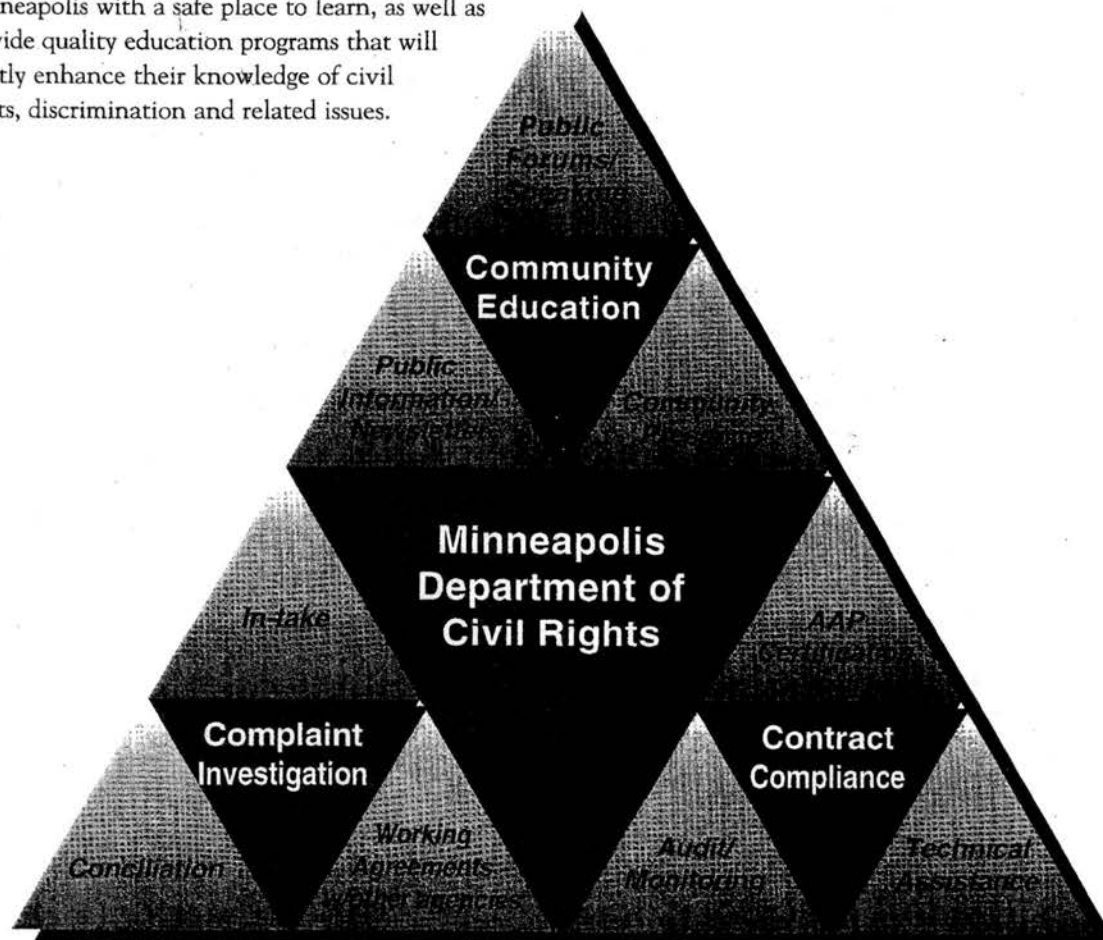
The Department of Civil Rights reports directly to the Mayor, who recommends the appointment of its Director to the City's Executive Committee. This committee appoints the Director with the advice and consent of the entire City Council.

The Department processes charges of discrimination through its Complaint Investigation staff, determines if there is reason to believe that illegal discrimination has occurred. Contract Compliance staff conduct reviews of the equal opportunity and affirmative action stances of companies doing business with the City. Such companies are required by the Ordinance 139 to submit Affirmative Action Plans to the Department and to undergo periodic compliance reviews by Department staff.

The Community Education Unit conducts public forums, presentations, and workshops to provide the City of Minneapolis with a safe place to learn, as well as provide quality education programs that will greatly enhance their knowledge of civil rights, discrimination and related issues.



Taking a leadership role in helping the Mayor realize her vision for the future by creating a Minneapolis that is safe, and where all people can have an equal and fair access for opportunities at school, at work and in the community.





Know Your Rights

How do I file a complaint?

Contact the Complaint Investigations Unit of the Department of Civil Rights by mail, telephone or in person. An Intake Officer will ask information about the discriminatory treatment (it may take more than one interview to gather all the information). After all information is gathered, the Complainant (person filing the complaint) will be asked to sign a formal complaint. This complaint is notarized and becomes a sworn statement of the facts as the complainant knows them.

After a complaint is filed, MDCR sends a copy to the "Respondent" (the company, landlord, or person against whom a complaint has been made).

Prior to filing a complaint, you may want to seek advice from:

Lawyers' Information and Referral Service
(612-339-9139)

or the

Legal Aid Society
(612-339-1441).

Discrimination based on national origin, race, color, religion or creed is prohibited in the City of Minneapolis by Ordinance 139.40, and in the United States by Federal law. This means that you cannot be singled out or denied access to jobs, job opportunities (including training, promotions, transfers), housing (including rental and purchase properties), loans, access to public facilities (restaurants, entertainment facilities), or public services (education, library access, access to public parks), etc., because of the color of your skin, your race, your accent or manner of dress (if cultural).

Minneapolis Civil Rights Ordinance Prohibits Discrimination...

in the following areas:

Employment	Real Estate	Lending/Credit
Labor Union Membership	Public Accommodations	Professional Organizations
Public services	Education	Reprisals
Aiding/Abetting Discrimination		Coercion to Discriminate

based upon:

Race (Black, American Indian, White, Asian/Pacific Islands, Hispanic)

Age Affectional Preference Public Assistance Status

Ancestry Creed Disability

Marital Status Familial Status (real estate only) Religion

Color National Origin Sex (including Sexual Harassment)

Discrimination in any of these areas is illegal and those who violate equal rights legislation may be liable. Protect yourself. It is important that you know your rights, know how to identify when discrimination has occurred and know what you can do about it.

About this Booklet...

This document was created to:

- Help individuals identify their rights and understand what constitutes violation of those rights;
- Explain how civil rights charges are processed;
- Help employers, landlords, and other businesses in the City of Minneapolis understand what the City's civil rights laws require;
- Identify the City agencies involved in civil rights and their respective roles.

Facing Discrimination...



Understand your feelings and the facts

Facing a situation where discrimination may have occurred can stir up many feelings, including anger, insecurity, embarrassment, shame. YOU MUST carefully evaluate the facts of your situation AND also examine and acknowledge your feelings. You need to clearly distinguish BETWEEN what actually happened and your feelings about the experience. This section provides some guidelines to help you.

Determine if there was discrimination

Review the situation that occurred. Start writing down what happened as soon as you feel that your rights may have been violated. As you read carefully through this book, write down notes about your situation. Seek information to help you understand your rights. Read self-help books, or obtain information from the library, seek free or inexpensive initial consultations with lawyers or contact support groups.

Understand your feelings. If your situation relates to discrimination, ignoring the incident will not solve the problem. Failure to understand and demand your rights can cause you to suffer financial losses, insecurities and a lack of confidence in subsequent employment.

Find out whether or not you were discriminated against rather than simply "moving on" with your life by suppressing or inappropriately venting your feelings.

If after reading this publication you feel you have been discriminated against, please contact the Minneapolis Department of Civil Rights (MDCR), and ask to speak with an intake officer. Knowing your rights, will bring you power to channel your feelings into positive action.

Determine the strength of your case

You may have a "theoretical" case but strong feelings of a wrong done to you does not always mean your rights were violated. The key is whether your allegations can be supported by evidence to justify the investment of time, money and stress necessary to pursue your rights.

Liability: Can you prove—through witnesses, unbiased statements, documentation, or evidence of a "double standard"—that discrimination was a factor in Respondent's improper action against you?

Damages: Even if you're confident you can win, it may not do any good if the Respondent's improper actions have caused you no harm. Evaluate your current and future losses and emotional distress.

Sensitivity: Even without a lawsuit, cases that involved "sensitive" or embarrassing facts about the Respondent are usually resolved quickly.

Collectability: Even if you win your case and are awarded a large amount of money, it does you no good if you can't collect because the Respondent has financial problems.

Other factors: You must consider a long list of other important issues such as your financial needs, re-employment options, stress and potential harm to your reputation.

Examples of Discrimination include:

- You are denied a job or advancement at the job because of your race.
- A landlord refuses to rent to your family because of your national origin.
- Your work environment has become intolerable because your employer or coworker is abusive, intimidating and subjects you to unwelcome sexual conduct.
- You are denied a job or advancement at the job because of your disability.
- A business refuses service to you because of your affectional preference.
- You are receiving less pay than similarly situated people who are doing the same work.

All of these are examples of unlawful discrimination.



"Through education we seek to change attitudes; through legislation and court orders we seek to regulate behavior.

Through education we seek to change internal feelings (prejudices, hate, etc.); through legislation and court orders we seek to control the external effects of those feelings.

Though education we seek to break down the spiritual barriers to integration; through legislation and court orders we seek to break down the physical barriers to integration.

One method is not a substitute for the other, but a meaningful and necessary supplement..."

Martin Luther King, Jr.

Considering your options

If, you have been terminated from your job or evicted from your housing, you may focus on both finding a new job or place, AND evaluating your rights and options, which include:

Employer's internal grievance procedure: The employer's system for addressing grievances, if any, is usually a prompt method you can follow. Fully evaluate your case first to determine the appropriate settlement amount and be prepared for their procedures.

Informal negotiation: You may personally confront the employer and seek resolution to your grievance. The worst your employer can do is say "no". Be prepared with what you want addressed and present your grievance to the appropriate persons within the company.

Government agency: The EEOC and various state agencies provide investigation and resolution of discrimination cases without charge. The disadvantage is that it often takes a year or more to go through the process and the agencies limit their investigation to this issue.

Small claims lawsuit: You don't need a lawyer and the case can be wrapped up in a matter of weeks or months, but you're limited to a nominal award, such as \$5,000. Also, even if you win, the case can be appealed to a higher court with attorneys present.

Mediation: A process by which two or more parties negotiate a mutually agreeable solution to their situation. Most companies would prefer this option over resolving employees complaints through litigation. It is estimated that the average cost to defend these types of cases in court is more than \$100,000, giving the employer a strong incentive to resolve legitimate discrimination claims before they become lawsuits.

Lawsuit: Not all lawsuits are long, expensive and drawn-out. Many courts throughout the country have prompt, expedited procedures. Also, prompt arbitration has become more popular. Some attorneys take these cases on a contingent-fee basis, in which most or all of the fee is paid only if you win your case.

Seek job transition income: The stress of financial pressure during job transition can be lessened by unemployment compensation, workers' compensation or money recovered from pursuing your rights against your employer. Although nothing can eliminate the hurt of discrimination, money helps.

Complaint Investigation Unit

The Complaint Investigation Unit's staff members investigate discrimination complaints, act as conciliators, and help all involved parties come to a satisfactory settlement agreement. Based on their analysis of evidence gathered, the investigator makes a recommendation of Probable Cause or No Probable Cause to the Executive Director.

The Unit supervisor forwards the investigator's recommendation to the City Attorney for review. The City Attorney then makes a recommendation and forwards it to the Executive Director. If the Executive Director accepts a No Probable Cause recommendation, the case is dismissed. The person(s) filing the complaint may appeal to the Commission on Civil Rights. (See the chart on "Complaint Process," page 8).

Complaints **must** be filed within one year of the alleged discriminatory act. MDCR services are provided at no cost to Complainant, regardless of whether discrimination is found to exist or not. If you believe that discrimination has occurred AND give truthful information, you cannot be penalized. The Respondent pays her/his own costs.

These Incidents could be Discriminatory:



Housing:

- a. You were denied housing rental or purchase opportunities because of your race, sex, affectional preference, disability, public assistance status or any of the other bases for discrimination.
- b. You were offered less desirable housing opportunities than other similarly-situated person because of your sex, race, disability, affectional preference, marital status, the presence of children in your household.
- c. You were told you could not modify the inside of your apartment to accommodate a disability.
- d. You were offered different housing terms, i.e., higher security deposit, higher rent, different loan terms because of your race, sex, age, disability or public assistance status, etc.

Harassing conduct:

- a. You were subjected to unwelcome conduct because of your sex, race, affectional preference, etc.
- b. You were subjected to unwelcome conduct at work, or while seeking housing or other services.
- c. The unwelcome conduct affected your housing opportunities, or created an abusive, intimidating or offensive work environment.
- d. The Respondent is liable for the conduct.

Failure to hire/promote:

- a. Your boss looked for/promoted others who are as qualified as you.
Are these persons the same sex, race, age etc. or not?
- b. You were denied promotion or employment because of your sex, race, age or disability.
What are your boss' reasons for promoting others and not you?

Pay difference:

- a. You receive less pay than a similarly situated person.
[An investigator can compare jobs in terms of skill, effort, responsibility, working conditions, etc.]
- b. You were paid less because of your sex, race, age or disability.

Constructive discharge:

- a. Someone else working under your circumstances found these working conditions intolerable.
- b. Unwelcome discrimination created the intolerable working conditions.
- c. You resigned because of intolerable working conditions.

Retaliation-based actions:

- a. You opposed, and/or participated in a civil rights proceeding or obeyed the civil rights law.
- b. You suffered an adverse action because of the above-listed actions (for example, loss of housing opportunity).
- c. There is a causal link between your action (opposing, participating or obeying) and the adverse action.

Failure to hire, claimed BFOQ (bona fide occupational qualifications), age discrimination:

- a. All or substantially all persons in a particular age group are able or unable to perform job duties.
- b. It is possible to evaluate each person in a particular age group to verify her/his ability to perform the required job duties.
- c. An employer's age maximum (minimum) policy adversely affected you.

Failure to hire, claimed BFOQ (bona fide occupational qualifications), disability discrimination:

- a. All or substantially all persons able/unable to perform the position duties.
(Show relatedness to physical standard).
- b. Each person may be tested to determine individual fitness for position.
- c. Persons with a specific physical condition do not impose significant safety risks to themselves, co-workers, the public.
- d. You are "disabled" as defined in 139.20.
- e. You were adversely affected by an employer's minimum entrance physical requirements policy.

These situations are provided as a guide. Each determination is based on the evidence for that case. Potential Complainant should discuss their case with an Intake Officer.



Four types of evidence considered in an investigation are:

General Terminology

"Complainant" means a person for or on whose behalf a complaint alleging unlawful discrimination has been filed or issued.

"Respondent" means a person against whom a complaint alleging unlawful discrimination has been filed or issued.

The "Respondent" can be a workplace supervisor, a loan processing agent, a landlord, or any person who has acted in a way that can be construed as discriminating against the Complainant. The "Respondent" is the person who must respond to the Complainant's charge.

"Similarly situated person" is a person who meets both the following criteria:

she/he performed a similar-in-kind or similar-in-effect act as the Complainant,
and
she/he is also in the same or comparable relationship to the Respondent. [i.e., is also supervised by the Respondent, also applied for a loan from the Respondent, etc.].

In other words, similarly situated means similar in circumstances.

Similar-in-kind means the same kind of action. For example, if the Complainant was fired by the Respondent for being tardy five times in two weeks, a similar-in-kind person would be another person supervised by the Respondent who was also tardy five times in a 2-week period.

Similar-in-effect means an action which, while not exactly the same has similar consequences. For example, a similar effect behavior to being tardy five times in two weeks, could be on-the-job disruptive behavior which wastes an equal amount of production time to that lost by being tardy.

1. Comparative

- Complainant is compared with non-basis persons (same race, sex, affectional preference, etc.) who did similar "wrongful" acts while under Respondent's supervision.
- Comparative evidence includes accounts from others in similar situations as the Complainant, and supervised by (or in similar interactions with) the same person; to establish whether or not the "wrongful" act is perpetrated only on Complainant.

Examples: A comparison of qualifications, rental records, discipline records, etc.

2. Direct

- What the Complainant said or did to indicate the basis (race, sex, affectional preference, etc.) prejudice?
- A specific incident in which the Complainant's civil rights were violated by the Respondent.

Examples: Statements which are directly related to a person's race, sex, affectional preference, etc.

3. Pattern

How have other basis persons (same race, sex, affectional preference, etc.) fared while under supervision of person(s) named in the complaint?

When a Complainant charges that s/he is "wrongfully" treated, comparative accounts from other individuals (both individuals in the same "basis", i.e. black individuals in similar situations as the Complainant, and supervised by—or in similar interactions with—the same person) are obtained to establish whether or not the "wrongful" behavior is the pattern or mode of operation applied to all in this situation.

Example: Treatment of other people with disabilities, other African-Americans, etc.

4. Statistics

Has Respondent hired basis persons (same race, sex, affectional preference, etc.) on par with relevant labor market applicant flow or fired basis persons on par with workforce?

The statistical evidence is gathered pertaining to how the Respondent's action [in hiring, supervising, firing, approving loans, offering housing, etc.] compares to the statistical norm for this particular sector.

Example: An employer has 4% people of color and is under-represented in this category.

Steps in Investigation

1. INTAKE PROCESS:

When a person (hereafter known as the "Complainant") suspects discrimination, the first step is to contact the Minneapolis Department of Civil Rights. The Intake Officer will review the case with the Complainant and determine whether a charge should be filed. If so, a formal charge of discrimination is prepared, notarized, docketed and forwarded by MDCR to the Respondent.

To file a formal charge, Complainant needs to provide the Intake Officer with the following information:

- Name and address of the Respondent (the person who acted "wrongfully" or supervised a "wrongful" action).
- Description of events: Each incident needs to be described, in clear, precise, factual and chronological manner, with as much detail as possible.

The investigator will carefully check all the details of the case to find out:

- If anyone influenced or advised the Respondent
- If the Complainant's allegations are indeed true and substantiated with evidence
- If there are "similarly situated" persons who have performed similar-in-kind or similar-in-effect actions to that of the Complainant; if anyone has done something of similar nature as that action Complainant has done; if the people in similar-in-kind or similar-in effect actions were supervised by Respondent; if Respondent was aware of the similar-in-kind or similar-in-effect actions; if people performing similar actions as the Complainant were dealt with in the same way as the Complainant; and if those who have performed similar actions can be identified in the same "discrimination basis" as the Complainant [i.e., Are the others all female, all Indian, etc.]
- Reasons events transpired, including: the Respondent's exact reason for taking the actions that were taken; the rationale for different treatment of others vs. Complainant [i.e., Why Respondent terminated this employee? Why was this loan not approved?]; number of other persons in the same "discrimination basis" as the Complainant; [i.e., Are the others all female, all Indian, etc.?]; Respondent's explanation of the apparent differences in treatment between Complainant and others; and detailed assessment of the credibility of the Respondent's explanation.

2. DISCOVERY:

- Investigators will review records, personnel files, application forms, supervisor's records, loan applications, etc. for evidence of the actions in question.

3. ANALYSIS:

- Investigators analyze all the information gathered, including responses to the informative questionnaire and any other documentation they found.

4. CATEGORIZATION:

- The information is categorized as to which of the four types of evidence it is: Comparative, Direct, Pattern, Statistical, or some combination.

5. DETERMINATION:

- All relevant information is evaluated and a recommendation is made to the Executive Director after thorough analysis.



Incidents include:

Denial of Housing Opportunity
Lesser Housing Opportunity Offered
Conditions Attached to Housing Offers
Discipline
Termination
Suspension
Demotion
Warning
Bad Evaluation
Placed on Probation
Denied Raise
Less Training
Harder Assignments
Denied Office
Failure to Hire/Promote
Harassing Conduct
Pay Difference
Constructive Discharge
Retaliation-Based Action
Failure to Hire—
claimed BFOQ



How do I know if I have enough evidence for a complaint?

You should have a sincere belief that you have been discriminated against. The investigator will determine merits of your complaint. During investigation, other information that help establish the validity of the complaint could surface upon examination of files, witnesses, and other data. The Department may subpoena a document or information, if needed.

Keep track of names, dates and documents as soon as you suspect discrimination. This preparation will help both you and the investigator.

What happens in the investigation?

The investigation of a complaint involves many steps, including:

1. A face-to-face predetermination mediation/conference, conducted by the investigator, where the parties attempt to resolve the complaint before a detailed investigation is necessary;
2. Testimony/interviews of witnesses identified by the parties as having knowledge of the situation in question;
3. Review and analysis of relevant documentation submitted by the parties that is relevant to the complaint.

What are the possible outcomes of an investigation?

The investigation phase of your complaint can result in:

- An agreement between both sides, reached with the help of the investigator;
- Dismissal of the case prior to completion (a result of not keeping the investigator informed of Complainant's whereabouts, failure to cooperate, etc.); OR
- A final determination made by the Executive Director.

Depending on how complex the case is, an investigation can last from 30 to 90 days or up to a year. If no settlement agreement between the Complainant and the Respondent is reached, then the investigator prepares a report and recommendation to the Executive Director of the Minneapolis Civil Rights Department, who then renders a final determination on the case.

What redress do I have against retaliation?

Reprisal against Complainants or witnesses in a civil rights investigation is also a civil rights violation and Respondent in a civil rights complaint is notified of this when the complaint is served. Complaint alleging reprisal is considered on its own merit, whether or not the original complaint is upheld.

Processing Your Complaint

INTAKE

Complaint Investigation specialist conducts interview
Contact is made by phone, mail or in person, questionnaire issued, completed, reviewed to determine jurisdiction, generates complaint or refer to other agencies

COMPLAINT IS FILED

Complaint docketed, and served; parties invited to mediate

PRE-INVESTIGATION MEDIATION

SETTLEMENT AGREEMENT

INVESTIGATION

Witness interviews, document review, on-site interviews, inspections;
continuing mediation efforts

SETTLEMENT AGREEMENT

DETERMINATION

Probable Cause: to City attorney for review
No Probable Cause: case dismissed, Complainant may appeal to Commission

CONCILIATION AGREEMENT

REFERRAL TO COMMISSION ON CIVIL RIGHTS

Scheduling, discovery, pre-trial motions; continuing mediation efforts

STIPULATION AGREEMENT

HEARING

Held before a panel of three MCCR members; continuing mediation efforts

STIPULATION AGREEMENT

DECISION AND ORDER

Prepared by Commission

DECISION AND ORDER OF COMMISSION

For Respondent: case dismissed; Complainant may appeal to State Court of Appeals
For Complainant: relief ordered; Respondent may appeal to State Court of Appeals

MONITORING

After entering into conciliation agreement or after hearing to determine compliance

How does it benefit me to file a complaint?

About one-third of all complaints filed with the Minneapolis Department of Civil Rights results in mutually-agreeable settlements even before an investigation is completed. Investigations can also result in "remedies" that compensate for injuries that result from an act of discrimination.

What is a "final determination"?

Final determination is when the Executive Director determines if there is "Probable Cause" or "No Probable Cause" that discrimination, as defined by the law, actually occurred. The Director can also dismiss the case for "Lack of Merit" or for being "Outside the Jurisdiction" of the Department.

The Director's determination is not necessarily the last word on a complaint. The Complainant can drop the charge after hearing the determination or pursue other options.

Does the investigator take sides during an investigation?

The investigative process is a NEUTRAL, impartial process where the rights of both Complainants and Respondents are protected. The investigator does not advocate for either party. Clients have the right to be taken seriously, to be treated with respect, and to have their cases thoroughly investigated. If you do not feel these rights are being respected, you should contact the Investigations Supervisor immediately.

What if one of the parties in a case withholds important evidence?

It may become necessary for the Department to require the testimony of a witness or the production of some document. If cooperation is difficult to obtain, the Executive Director can issue a subpoena to compel the party to perform.

What if I am not satisfied with the Director's determination?

You may request that the Director's decision be reviewed by the Commission on Civil Rights at a public hearing. Send a written request for a review to the Executive Director within 15 days of receiving the decision. The right of review is available if the Director has determined that there is "No Probable Cause" the "Complaint Lacks Merit", or is "Outside the Jurisdiction" of the Department. The Complainant and Respondent both have the right to be present and represented by lawyers or other advisors at the Commission hearing.

What happens if the Director determines that there is "Probable Cause"?

A formal process called "conciliation" will begin. Like any effort for settlement, a conciliation may fail. If this happens, the complaint is referred to the Commission on Civil Rights for a public hearing, unless the Complainant decides otherwise.

What is a Commission hearing like?

This hearing is very much like a trial. Three members of the Commission on Civil Rights consider evidence as presented by the Complainant, Respondent and/or their legal representatives (Note: The Complainant and the Respondent but NOT the Commissioners will have prior access to the investigative record). The panel of Commissioners then issues an order to either dismiss the case or render an order of judgment in favor of the Complainant. Specific "remedies" to correct the discriminatory behavior are usually part of the judgment.

These remedies can apply to the Complainant personally or to the protected class to which the Complainant belongs. Examples of remedies are orders to pay the Complainant money for lost wages, punitive damages, mental anguish, and attorney's fees. Orders to implement affirmative action plan for housing, hiring, etc., may also be appropriate. The Commission uses the evidence presented in the hearing to determine the extent of its orders.

What if one of the parties is unhappy with the Commission's order?

Both sides of a discrimination complaint have the right to appeal the decision to the Minnesota Court of Appeals within the limits prescribed by the law. A lawyer can help either party determine the time limit and other procedural requirements.

If you have other questions about steps in an investigation, and resolution of a discrimination complaint, you should contact the Minneapolis Department of Civil Rights.

Some things to remember about filing a complaint:

- Discrimination is a community concern. You do not have to be a direct victim to file a complaint.
- Try to keep track of dates, documents, witnesses, and other possible proof of civil rights discrimination.
- Keep your investigator updated of any changes in your address, phone, or work numbers at all phases of the complaint process.
- You have the right to be accompanied by a friend, advocate, or legal representative during the investigation or hearing process. The investigator can assist you in obtaining legal counsel.

Real Estate Discrimination Ordinances

Anyone who engages in the transaction of buying or renting a residence is protected from discrimination in housing on the basis of:

race, color, creed, ancestry, national origin, religion, sex (including sexual harassment) age, affectional preference (including protection for individuals with AIDS or HIV infection, *see page 19 for more details*), marital status, public assistance status and (in housing only) familial status, or reprisal

Protection from discrimination in housing includes protection from intimidation, coercion or retaliation as a result of complying with the law or of exercising one's housing rights.

Terms and conditions in the usage of services of any multiple listing service, real estate agency, or rental agency must be applied equally to all persons. It is also illegal for any agency to establish geographic boundaries or residence requirements for usage of such agencies, services or for access to membership in such agencies.

Who is exempt?

Under Federal law, everyone who is in the business of selling or renting housing must comply with the fair housing laws, with the following exceptions:

1. An individual selling or renting her/his OWN home does not have to comply as long as:
 - no real estate agency or agency is used to sell or rent it; AND
 - the owner has no more than three single family homes at one time, AND
 - if the house being sold was not recently occupied by the owner, there can **only** be one such sale in any 2-year period, AND
 - no discriminatory advertising has been used.
2. The other exception is for the rental of rooms or apartments in an owner's one-family accommodation as long as the house is occupied by the owner and members of her/his family, and owner-occupied duplexes.

Provisions for People with Disabilities

It is illegal to discriminate in housing because of a person's physical or mental disability; inquire whether someone has a disability or how severe the disability is, unless the housing is specifically reserved for people with disabilities, or rented to people with disabilities on a priority basis; require a higher security deposit because an individual has a disability, unless that individual has a history of undue damage to a dwelling. (*For more details on provisions for persons with disabilities, see pages 13-14.*)

Reasonable accommodations in rules, policies, practices and services

Reasonable accommodation means steps which must be taken to accommodate the known physical or mental limitations of a qualified disabled person. Reasonable accommodation in rules, policies, practices and services must be allowed in order to afford consumers with disabilities an equal opportunity to use and enjoy housing. Tenants with disabilities must be allowed to make reasonable modifications to their apartments. Owner/landlord bears the cost of any necessary modification to "common areas" or "public areas" such as exterior access (ramps) to the building, lobbies and hallways. The landlord may require from the tenant:

- A reasonable description of the proposed modifications(s);
- Assurances that the work will meet building code standards when appropriate;
- That the proper building permits be obtained;
- That the modification be restored to the original condition of the unit when the tenant leaves, if the modification will interfere in the usage or enjoyment of the dwelling by future tenants who do not have a disability.

The landlord may negotiate as part of such a restoration agreement, a provision that the tenant pays into an interest bearing escrow account, over a reasonable period, money not to exceed the cost of restoration. The landlord may NOT however demand a higher security deposit be paid because the tenant plans to make modifications. Nor may the landlord require that modifications be restored to original condition, if the modifications will *not* interfere with future tenant's usage or enjoyment of the premises.

The Minneapolis Department of Civil Rights acts as the investigative, enforcement and educational unit of the City in assuring that Civil Rights provisions as specified in Ordinances 139-142 are carried out.

Accessibility Requirements for New Housing

Under the Federal guidelines and the Minneapolis amendment (passed in 1992), new multi-unit housing occupied for the first time after March 13, 1991 must meet certain standards of accessibility for people with disabilities. Housing covered under these provisions includes:

- New multi-unit housing with four or more dwelling units. The dwelling units may consist of four or more attached condominiums, four or more apartments in the same building OR four or more rooms for sleeping in a dormitory, a boarding house, a shelter for the homeless.
- All units in NEW housing which has four or more dwelling units and must have an elevator.

ONLY THE GROUND FLOOR dwelling units must be accessible in multi-unit structures which DO NOT have an elevator. However, the ground floors of townhouses with more than one floor and no elevator need not meet accessibility requirements, since the dwelling unit is not solely on the ground floor.

The following requirements must be met:

1. Areas can be approached, entered, and used by individuals who use wheelchairs.
2. Accessible routes inside a building should include corridors, floors, parking access aisles, curb ramps, walks, lifts, etc. An accessible route means a continuous, unobstructed path connecting spaces and facilities in a building which can be negotiated by a person using a wheelchair.
3. Accessible routes to all common use areas and facilities such as lounges, lobbies, laundry rooms, mail rooms, recreation rooms and passageways among and between buildings.
4. Doorways wide enough for a wheelchair to easily pass through.
5. EACH GROUND FLOOR of a building has AT LEAST one accessible entrance.
6. A building may have more than one ground floor if there is more than one floor with an accessible route entrance.
7. Each dwelling unit MUST also have:
 - An accessible route in and through it
 - Accessible light switches and controls
 - Reinforced walls for grab bars in bathrooms
 - Kitchens and bathrooms with sufficient room to maneuver a wheelchair.

Familial Status Exemption: Older Persons Housing

Housing must be available to families with children and to pregnant women except in a qualified older person housing. Families cannot be restricted to certain floors of buildings or certain sections of housing developments.

Requirements to qualify as Older Person Housing are:

1. Public elderly housing as provided under state and federal programs.
2. Private housing occupied entirely by persons aged 62 or older except resident maintenance people or managers.
3. Private housing where 80% or more of units are occupied by at least one person who is 55 years old or older; AND
 - Policies and procedures demonstrate the intent to provide housing for persons 55 or older; AND
 - Provide significant facilities or services for older persons; OR
 - the facility can prove that such provisions are not practicable, and that there is a need for affordable housing for older persons in that area.

Examples of such facilities and services include an accessible physical environment, congregate dining and recreational facilities, social and recreational programs, emergency and preventative health care, continuing education, welfare services, counseling, homemaker services, maintenance services, transportation services, etc.

LAW REGARDING REAL ESTATE/ FAIR HOUSING

Some Illegal Housing Practices Condemned by the Civil Rights Laws and the Real Estate Industry are:

REDLINING: The refusal to lend or issue insurance in a given area because of the number of minorities living in that area.

STEERING: To deny or misrepresent (steer away) the full range of housing opportunities to individuals based on illegal/discriminatory criteria.

BLOCKBUSTING: Using scare tactics (usually racial) to influence the sale or rental of property.

SECURITY DEPOSITS: Requiring a higher security deposit based on someone's having children, having a disability, or belonging to any other protected class. One may require a higher security deposit if an individual or family has a history of undue damage to a dwelling.

INQUIRY: 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.

LAW REGARDING REAL ESTATE/ FAIR HOUSING

Examples of housing discrimination:

- A person receives adverse treatment based on his or her race, sex, religion, color, creed, ancestry, national origin, affectional preference, marital status, public assistance status, or familial status.
- A white person receives adverse treatment from a white landlord because of associations with people of color.
- Telling prospective renters or buyers that a housing unit is not available when it actually is available.
- Shortchanging on housing services based on race, sex, religion, etc., applies to mortgage loans, proper processing of financing applications, repairs and other services.
- Applying different terms and conditions to groups of people based on illegal criteria. Conditions can include deposit and rent policies, standards of conduct and applications procedures.
- A landlord or condominium manager forbids families with children (unless qualified as a facility for senior citizens).
- An AFDC mother is denied housing based on the source of her income and not on her ability to pay. Or she is denied housing based on her income which is the same amount as that earned by a non-AFDC tenant accepted into the building.
- Submission to unwelcome sexual advances is made a term or condition for housing or housing services.
- A person with disabilities is not given authorization to make modifications to his/her apartment to make it accessible to a wheelchair.

The housing need not have all the required features to qualify for the exemption. However, if significant facilities or services are not provided, the owner must prove that affordable housing for older persons is needed in that area, and that no other housing available with these services at comparable cost.

Note: Mobile home parks are included in all references to housing coverage and restrictions. Most mobile home parks do not meet the standards to qualify as housing for older persons, and hence must accept families with children.

Advertising the Sale or Rental of Housing

Any kind of advertising that conveys a preference for a certain group of people or exclude others is illegal, with the exception of advertising for housing that qualifies as older persons housing. It is illegal to use phrases, photographs, illustrations or symbols which indicate that housing is limited to certain groups. An example is "adults only" or "mature persons 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, where families with children may be excluded.

Financing of Housing and Residential Real Estate Property

This section of the law pertains to the making of loans for the purpose of:

- purchasing, constructing, improving, maintaining, repairing housing or residential property

Prohibited practices include:

- Refusing to give information about loans
- Giving different or inaccurate information regarding the availability of loans
- Imposing different loan terms or conditions
- Offering a different type of loan
- Offering a different loan amount
- Offering a different interest rate
- Offering a different maturity duration
- Giving a different oral or written appraisal

IT IS LEGAL to provide different terms or conditions on a loan or turn down a loan because the applicant has a poor credit history.

Familial Status Coverage and Older Persons Housing Exemptions

Testing shows that race and familial status are the most common forms of housing discrimination in Minneapolis. With children becoming the fastest growing segment of the homeless population in many areas, it is essential that this form of discrimination be eliminated.

It is illegal to limit families with children to certain floors of buildings or certain areas within developments; for landlords to treat children differently than adults when determining the number of people allowed to occupy a housing unit. **For example**, if a one bedroom apartment is available to two adults, it must be available to a single parent with one child. Landlords may not require that children of opposite sexes be provided separate bedrooms. Also, landlords cannot unreasonably limit the number of people who can occupy an apartment or mobile home. In most cases, it would be unreasonable to limit a three bedroom apartment to three or fewer persons, since most bedrooms can easily accommodate two people.

Under Title VIII, HUD's two persons per bedroom occupancy guideline has been upheld as reasonable by the courts. Under the Minneapolis Housing Code, a child under one year of age is not counted when determining the number of occupants in a dwelling unit. Landlords should refer to these standards when setting standards for occupancy or when in doubt, consult with a qualified real estate attorney.

Americans with Disabilities Act



Physical or mental impairment can happen to anyone at anytime. Still, misconceptions about disabilities continue to lock people with disabilities out of opportunities for which they are qualified. The American with Disabilities Act (ADA) of 1990 prohibits private employers, state and local governments, employment agencies and labor unions from discriminating against qualified individuals with disabilities in job application procedures, hiring, firing, advancement, compensation, job training, and other terms, conditions and privileges of employment.

Disability discrimination is the denial of opportunity or unequal treatment based solely on disability and not on actual skills or abilities. The Minneapolis Civil Rights Ordinance prohibits discrimination against people with disabilities in these areas:

Employment, Housing, Public Accommodations, Education, Public Services, and Property Rights.

Provisions in the Minneapolis Civil Rights Ordinance represent the City's commitment to encourage the public in general—and decision-makers in particular—to go beyond stereotypes about disability and concentrate on each individual's actual skills and potential.

Disability awareness

As with other kinds of discrimination, people with disabilities are treated differently because of ignorance and stereotypes. Because of ignorance, many non-disabled people are often insensitive to people with disabilities. For example, many people refer to a person with a disability by saying: "Oh yes, I know Jane Doe. She's a handicap." But, of course, Jane is not a handicap, she is *a person with a disability*. Her disability is not her entire identity.

Great strides are being made in removing architectural and employment barriers that limit life experience for persons with disabilities. There is further progress to be made and each of us can play a role by increasing our own sensitivity and awareness about disability.

An individual with a disability is a person who:

- has a physical or mental impairment that substantially limits one or more major life activities;
- has a record of such impairment, OR
- is regarded to have such an impairment

A qualified individual with a disability is one who, with or without reasonable accommodation, can perform the essential functions of a particular job.

Minneapolis Civil Rights Ordinance provisions for employing people with disabilities

Pre-Employment Tests, including physical examinations, may be administered provided that the tests measure only essential, job-related abilities. Employers are not allowed to single out applicants with disabilities for tests.

A physical examination, which may include a medical history, is permissible provided that:

1. an offer of employment has been made on the condition that the person meet the physical or mental requirements of the job;
2. the tests only measure essential job-related abilities; AND
3. the test is required of all persons conditionally offered employment for the same position.

Additional medical information is permissible with the consent of the employee with the disability for the purpose of establishing an employee health record.



Drug and Alcohol Abuse

Employees and applicants engaging in the illegal use of drugs are not covered by the ADA, when an employer acts on the basis of such use. Employers may hold illegal drug users and alcoholics to the same performance standards as other employees.

Although alcoholism and drug addiction may be considered disabilities under the Minneapolis Civil Rights Ordinance, negative behaviors or performance attributed to substance abuse may be considered in making employment, housing, and other decisions. However, performance standards must be applied equally.

For instance, an employer can terminate or discipline a chemically dependent employee for tardiness, on-the-job substance abuse, insubordination, etc., provided that non-dependent employees are similarly penalized for these infractions. An employer cannot use the knowledge that an applicant or employee has been assessed as chemically dependent in making employment decisions as long as the employee conforms to personnel policies and job requirements.

Minnesota is considered a leader in chemical dependency awareness and treatment. Businesses frequently adopt alcohol and drug abuse policies to encourage and support employee decisions to undergo treatment and maintain sobriety. For information on how to initiate such a program, call the Minneapolis Department of Civil Rights.

MEDICAL EXAMINATIONS AND INQUIRIES: Employers MAY NOT ask job applicants about the existence, nature or severity of their disability. Applicants MAY be asked about their ability to perform specific job functions. Tests for illegal drugs are not subject to the ADA's restrictions on medical examinations.

Reasonable accommodations

Job-related barriers can put a person with a disability at a disadvantage for employment who may otherwise have the essential skills and qualifications to perform the job. "Reasonable Accommodations" means steps that employers, labor organizations and employment agencies MUST take to accommodate the KNOWN limitations of an otherwise qualified person with a disability. These steps are required before or after an offer of hire and can include:

- making facilities readily accessible to and usable by persons with disabilities, and
- job restructuring, part-time or modified work schedule, adjusting or modifying examinations, training materials or policies, acquisition or modification of equipment, and the provision of aids on a temporary or periodic basis.

An employer is required to make an accommodation to the known disability of a qualified applicant or employee, if it would not pose "undue hardship" on the operation of the employer's business. Undue hardship is defined as an action requiring significant difficulty or expense in light of factors such as the employer's size, financial resources and the nature and structure of the operation.

An employer is not required to lower the quality of production standards to make an accommodation, nor is an employer obligated to provide personal use items such as glasses or hearing aids.

Employers are only required to accommodate KNOWN disabilities. The burden is on the employee to inform the employer of the needed accommodation.

Access to public services, public accommodations & educational facilities

Persons with disabilities are entitled to access, use of and benefit from public services provided by governmental entities, public accommodations such as hotels, stores and restaurants, and public education facilities and programs. Small businesses might be exempted from making extensive architectural changes needed for accessibility if they can demonstrate that making the accommodation will result in undue economic hardship for the business. The law generally will require that businesses make reasonable adjustments so that all people can use the facilities but exceptions may be granted when warranted.

Public Assistance Status

Protections under the laws

All too often recipients of AFDC, rent assistance, or other forms of state, local or federal help are treated like second-class citizens. It is not fair—or legal. The Minneapolis Civil Rights Ordinance (*and the state Human Rights Statute*) forbids discrimination based on public assistance status in the following areas:

- | | | |
|------------------------|------------|--------------------|
| housing | employment | credit and lending |
| labor union membership | education | public services |
| public accommodations | | |

Why are public assistance recipients a protected class?

Because too many people accept negative stereotypes about recipients. These assumptions can block a recipient's access to employment, housing, education, public accommodations and other services. The effect is to deny recipients equal treatment and often lock them out of lifestyle and financial advancement.

The Department often finds discrimination linked to stereotypes against groups of people who historically suffer from discrimination and prejudice: the disabled, women (especially single heads of households), people of color, and new arrivals from other countries. These groups were often considered "burdens of society" even before the financial assistance reforms of the 1930s.

Department investigators note that prejudiced people often feel safer to express their racial or sexual bias when they mask it as disapproval against "welfare bums".

Clues of possible discrimination

In housing—

- 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 to "vendor payment" for your rent.
- You are asked to deposit first and last month's rent plus a damage deposit before you are rented an apartment.
- Your landlord appears to be searching for reasons to evict you when your source of income is public assistance or when another child enters your household.
- The landlord rejects your application because you have children/are married/single/divorced or receive public assistance.
- The manager takes your application for housing, says you will be called after references are checked, but you are not contacted.

In employment—

- Your employer or supervisor change your working conditions upon learning that you receive some form of public assistance.
- Despite your skills, a job interviewer tries to steer you to menial work.
- You are denied a job because you receive public assistance.

In services—

- You hear comments about "those people" before you are served.
- Your food stamps are not accepted at a grocery store which is enrolled with the system.
- You are told that a service, is not available when in fact it is available.
- You are denied service based solely on your public assistance status, not on your actual income.



What is the public assistance "personality type" and why should they get taxpayers' money?

There is no public assistance "personality type". The lack of resources to cover basic needs has many causes including crisis, declining economic climate, disability, lack of education or job skills, and racial, sexual and other prejudices. One or more of these, as well as other factors, can effect a person's economic status.

Recipients have one thing in common: the right to survive. Prior to the establishment of government assistance programs many people revolted, suffered and died because of poverty. The Public Assistance System signifies the moral development of American people and maintains social stability.



Sexual Harassment

Protections under the laws

Sexual Harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. Sexual harassment occurs when:

1. Submission to that conduct or communication is made a term or condition of obtaining any of the following:
 - the services of a labor organization
 - the services of an employment agency
 - the services of a lending institution
 - the services of an educational institution
 - employment
 - real estate or rental accommodation
 - public accommodations or services
2. Submission to or rejection of that conduct or communication is used as a factor in decisions affecting that individual with regard to any of the areas listed above.
3. That conduct or communication has the purpose or effect of creating an intimidating, hostile or offensive environment with regard to any of the areas listed above.

Helpful Information

The victim can directly inform the harasser that the conduct is unwelcome and must stop. The victim should use any employer complaint mechanism or grievance system available.

Employers are encouraged to take steps necessary to prevent sexual harassment from occurring. They should clearly communicate to employees that sexual harassment will not be tolerated. They should establish effective complaint/grievance processes and take immediate and appropriate action when an employee complains.

The law protects everyone, regardless of gender or affectional preference. Women and men can and do suffer from various forms of same sex discrimination as well as opposite sex harassment in the work place and elsewhere. Sexual harassment is a violation of a person's rights. Filing a complaint offers the chance that the offender will change his or her habits and begin to treat others with the respect that should be afforded to all human beings, as supported by the Minneapolis Civil Rights Ordinance.

Gender harassment versus sexual harassment?

Gender harassment exists when a person is treated unfairly simply because that person is a woman or a man. Unlike sexual harassment, gender harassment takes place without any suggestion of sexual behavior. Both gender harassment and sexual harassment, although different in nature, are forms of sex discrimination that violate federal, state and local non-discrimination laws.

- The victim can be a man or a woman and DOES NOT have to be of the opposite sex.
- The harasser can be the victim's supervisor, an agent of the employer, a supervisor in another area, a co-worker or a non-employee.
- The victim does not have to be the person harassed but could be anyone affected by the offensive conduct.
- Unlawful sexual harassment may occur without economic injury to or discharge of the victim.
- The harasser's conduct must be unwelcome.

Examples of sexual harassment:

- A customer makes sexual comments about a server's body or touches, grabs or strokes them.
- A co-worker makes unwelcome comments to a new employee about the employee's looks, often touches the new employee, invites the new employee to go out repeatedly despite being constantly turned down, and brings little gifts for the new employee, etc.
- A sales manager asks a sales representative, who asks for help on selling techniques, if the sales representative has tried dating and/or sleeping with customers.
- Workers speculating about and/or betting on another co-worker's virginity or sex life.
- An landlord demanding sexual favors as a gratuity for preference in choice of apartment, etc.

Pregnancy Discrimination

The Pregnancy Discrimination Act (an amendment to the Civil Rights Act of 1964) prohibits discrimination based on pregnancy, childbirth or related medical conditions. These are forms of sex discrimination and are prohibited by law. Women affected by pregnancy or other related conditions must be treated in the same manner as other applicants or employees with similar abilities or limitations.

- AN EMPLOYER CANNOT refuse to hire a woman because of her pregnancy or related condition as long as she is able to perform the major functions of her job.
- AN EMPLOYER CANNOT refuse to hire a woman because of prejudices against pregnant women or prejudices of co-workers, clients or customers.
- AN EMPLOYER MAY NOT single out pregnancy-related conditions for special procedures to determine an employee's ability to work. However, an employer may require a doctor's statement concerning inability to work before granting leave or paying sick benefits. If an employee is temporarily unable to perform her job due to pregnancy, the employer must treat her the same as any other temporarily disabled employee. For example, by providing modified tasks, alternative assignments, disability leave or leave without pay.
- AN EMPLOYER MAY NOT require an employee who has been absent from work because of a pregnancy-related condition to remain on leave until the baby's birth. **NOR** MAY the employer have a rule which prohibits an employee from returning to work for a predetermined length of time after childbirth.
- AN EMPLOYER MUST hold a job open for a pregnancy-related absence the same length of time jobs are held open for employees on sick or disability leave.

HEALTH INSURANCE: Health Insurance provided by the employer must cover expenses for pregnancy-related conditions on the same basis as costs for other medical conditions. Health insurance expenses arising from abortion are not required, except where the life of the mother is endangered.

Amounts payable by the insurance provider can be limited only to the same extent as costs for other conditions.

If a health insurance plan excludes benefit payments for pre-existing conditions when the insured's coverage becomes effective, benefits can be denied for medical costs arising from an existing pregnancy.

Employers must provide the same level of insurance benefits for spouses of male employees as they do for spouses of female employees.

FRINGE BENEFITS: Pregnancy benefits CANNOT BE limited to married employees.

Benefits **MUST** BE provided for pregnancy-related conditions if benefits are provided for other medical conditions.

If an employer provides benefits for workers on leave, the same benefits **MUST** BE provided for those on leave for pregnancy-related conditions.

Employees with pregnancy-related disabilities **MUST** BE treated the same as other temporarily disabled employees for accrual and crediting of seniority, vacation calculations, pay increases and temporary disability benefits.



Examples of pregnancy discrimination in housing:

- A woman cannot be denied housing because she is a woman or pregnant. For example, a woman who wanted to rent an apartment advertised as a "handyman's special" could not be denied the apartment because the manager felt that a woman "would not be able to keep the place up."
- A pregnant woman cannot be denied housing because she is pregnant except in the case of housing for older persons.



National Origin Discrimination

Title VII of the Civil Rights Act of 1964 protects individuals against employment discrimination on the basis of national origin, race, color, religion and sex.

It Is Unlawful To:

- discriminate against any employee or applicant because of the individual's national origin or birthplace, ancestry, culture, or linguistic characteristics common to a specific ethnic group.
- deny employment opportunity because of marriage or association with persons of certain national origin, membership or association with specific ethnic groups; attendance or participation in schools, churches, temples, or mosques generally associated with certain national origin; or surname associated with a group of certain national origin.

Immigration Reform and Control Act of 1986

The IRCA has three major components specific to employment:

1. employer sanctions for hiring unauthorized aliens* after November 6, 1986;
2. provisions for the legalization of certain unauthorized aliens; AND
3. the antidiscrimination provisions.

Examples of potential discrimination issues:

ENGLISH ONLY RULE: A rule requiring employees to speak only English at all times MAY violate Title VII unless the employer shows it is necessary for conducting business. If an employer believes the English-only rule is critical for business purposes, employees have to be told that they must speak English only and the consequences of violating the rule. Any negative employment decision based on breaking the English-only rule will be considered evidence of discrimination if the employer DID NOT tell employees of the rule.

ACCENT: An employer must show a legitimate nondiscriminatory reason for denial of employment opportunity because of an individual's accent or manner of speaking. Requiring employees or applicants to be fluent in English may violate Title VII if the rule is adopted to exclude individuals of a particular national origin and is not related to job performance.

HARASSMENT: Harassment on basis of national origin is a violation of Title VII. An ethnic slur or other verbal or physical conduct because of an individual's nationality constitutes harassment if it creates an intimidating, hostile or offensive working environment, unreasonably interfere with work performance or negatively affect an individual's employment opportunities. An employer MAY BE LIABLE for acts of non-employees who harass their employees at work.

IMMIGRATION RELATED DISCRIMINATION: An employer may not single out or exclude individuals of a particular national origin or individuals who appear to be foreigners.

The Minneapolis Department of Civil Rights has as a formal contractual co-sharing relationship with the Federal Equal Employment Opportunity (EEOC).

These EEOC laws include:

- *National Origin Discrimination*
- *Americans with Disabilities Act*
- *Religious Discrimination*
- *Sexual Harassment*
- *Pregnancy Discrimination*
- *Equal Pay Act (sex only)*
- *Age Discrimination Employment Act (ADEA)*

*An "unauthorized alien" is defined as one who is neither

1. a lawfully admitted permanent resident of the United States, nor

2. authorized by law or by the Attorney General to work in the United States.

Affectional Preference



Protections under the laws

Gay men and lesbians are entitled to equal treatment. Filing a complaint offers the chance that the discriminator will change her/his habits when dealing with gay men, lesbians, and others protected by the Minneapolis Civil Rights Ordinance.

The law protects everyone but is usually used by gays, lesbians, transgender and cross-dressers, who experience discrimination due to their sexual and gender identities.

Like other provisions of the civil rights ordinance, affectional preference provides equal opportunities by mandating that decision-makers strive to create a fair environment for everyone. The law also protects friends, relatives, and other who may suffer discrimination based on their association with gays, lesbians, transgender and cross-dressers.

Why is this provision of the ordinance needed?

Societal attitudes toward sex and emotional intimacy have led to pervasive discrimination on the basis of sexual and affectional preference. This kind of discrimination deprives gay men and lesbians of jobs, housing, and other common comforts enjoyed by other residents of Minneapolis.

What about confidentiality?

The Complaint form is a public document. Disclosure provisions can be part of a negotiated settlement or conciliation agreement. You may discuss your concerns with the investigator or appropriate administrative personnel at any time during the complaint process.

Filing a complaint usually requires that a gay or lesbian person "comes out" one step further. This step can be hard to do since disclosure can affect family ties and other vital areas of life. Sexual orientation, sexuality, or affectional preference—whatever you prefer to call it, your right to choose emotional or physical attachments to other consenting persons is protected under the Minneapolis Civil Rights Ordinance.

Discrimination on the basis of "affectional preference" is forbidden in all areas covered by Ordinance 139.40 (see page 2).

Discrimination Based on AIDS

Acquired Immune Deficiency Syndrome (AIDS) is a medical condition that the Minneapolis Department of Civil Rights considers a disability.

The Department will take discrimination complaints from:

- *Persons who have AIDS*
- *Persons perceived to have AIDS*
- *Persons who associate with AIDS patients or high risk groups*
- *Persons who test positive for the HIV antibody*



Religious Discrimination

Minneapolis Civil Rights Ordinance prohibits employers from discriminating against individuals because of their religion in hiring, firing and other terms and conditions of employment. Employers are also required to reasonably accommodate the religious practices of an employee or prospective employee.

With the exception of proof by the employer of undue hardship, the employer CANNOT:

- Schedule examinations or other selection activities that conflict with a current or prospective employee's religious needs;
- Inquire about an applicant's future availability at certain times;
- Maintain a restrictive dress code;
- Refuse to allow observance of a Sabbath or religious holiday

An Employer Can Claim Undue Hardship If:

- accommodating an employee's religious practices requires more than ordinary administrative costs;
- accommodating an employee's religious practices denies another employee the job or shift preference guaranteed by the seniority system.

ADDITIONAL FACTS:

An employee whose religious practices prohibit payment of union dues to a labor organization cannot be required to pay the dues, but may pay an equal sum to a charitable organization

Mandatory "new age" training programs designed to improve employee motivation, cooperation, or productivity through meditation, yoga, biofeedback or other practices, may conflict with the non-discriminatory provisions of Title VII. Employers MUST accommodate any employee who gives notice that these programs are inconsistent with the employee's religious beliefs, whether or not the employer believes there is a religious basis for the employee's objections.

Minneapolis Commission on Civil Rights

Established in 1975, the Civil Rights Commission implements the City's Civil Rights policies through public information, education, mediation, conciliation and enforcement as stated in the Minneapolis Code of Ordinances. The primary objective of the Commission is to promote and protect the civil rights of the citizens of Minneapolis.

The Commission's purpose is to:

- Provide leadership in the areas of civil rights;
- Encourage and educate the public in the promotion of civil rights;
- Assure that each Commissioner is kept up to date on the law and on community issues;
- Identify principal civil rights concern of community members; and set priorities and objectives;
- Develop a productive rapport with members of the City Council and the Mayor's office.
- Advise the Mayor, City Council, City agencies and departments on civil rights matters.
- Conduct research and studies to best carry out the objectives of the Civil Rights Ordinance.
- Adjudicate—issue findings

Commission membership

The Commission on Civil Rights consists of 21 volunteer Commissioners appointed by the Mayor and the City Council to serve three year terms. The Commission membership has a minimum of six and a maximum of eight attorneys. All members must be residents of the City and be committed to the principles of equal opportunity and civil rights. Commissioners receive an honorarium for attending Commission meetings; and are required to adhere to attendance guidelines and Internal Operating Rules and Procedures.

Commission hearings on civil rights

The Commission chair appoints panels of three Commissioners to hear discrimination cases sent by the MDCR. One panel member must be an attorney, and this person serves as panel chair. The panel hears evidence from both sides to the dispute, and based on the evidence presented, issues "Findings of Fact, Conclusions of Law and Order".

If Complainant prevails, the panel may award a variety of remedies, including three times actual losses, punitive damages, compensatory damages for pain/suffering and mental anguish, and attorney fees. In addition, "make whole" remedies such as reinstatement to employment, tenancy, and/or sale of real estate, refund of overcharges, etc. may be awarded to Complainant. Finally, the panel can impose civil penalty payable to the general fund of the City of Minneapolis and order any other affirmative remedy it deems just and equitable. The panel orders are appealable to the Minnesota Court of Appeals and, as such, have the same legal standing as an order of the District Court in Minnesota.

Guiding the Commission are the principles of fairness and the rule of law. Members of the Commission must uphold the highest judicial standards and issue findings accordingly. Commission rulings have the same standing as District Court rulings, and have an excellent track record on appeal.*

In the history of the Commission, membership representation has come from a wide variety of citizens—from City employees to attorneys, school teachers, counselors/psychologists, college professors, persons who did not work outside the home and from all educational levels. The common bond among members is abiding dedication to equal rights and equal opportunity. With this dedication comes an unequivocal belief in honesty, fair play and justice. These beliefs are best reflected by the decisions the Commission have issued in discrimination cases for which it has presided.



Meetings

The Commission meets at 6 p.m. on the third Monday of every month. The Executive Committee meets on the first Monday of every month at 5:30 p.m. In instances where the third Monday falls on a holiday, the Commission meets on the fourth Monday.

Persons may apply to be appointed to the Commission on their own behalf or may nominate other persons for consideration.

Executive Committee

Chair and officers of each standing committee. Meets monthly to set agenda for regular commission meeting.

Standing Committees

- **Contract Compliance/ Employment**
Monitors contract compliance, construction/redevelopment project employment; monitors status of minorities in labor unions.
- **Housing, Public Services/ Public Accommodations**
Monitors housing, services and accommodations of protected classes.
- **Ordinance and Legislation**
Proposes changes to Civil Rights Ordinance, reviews other legislation for bearing on ordinance.
- **Police/Community Relations**
Monitors interactions between protected classes and Minneapolis Police Department.
- **Public Relations/Education**
Creates Commission's public image; educates constituencies about Commission; monitors treatment of protected classes within the educational system.
- **Standards/Procedures**
Monitors/revises Commission's internal procedures and external rules and procedures.

* Only 1.5% of cases appealed to higher courts were reversed from January 1, 1982 to October 30, 1995.



239 City Hall
Minneapolis, MN 55415
(612) 673-3012
TDD (612) 673-2044
FAX (612) 673-2599

The Minneapolis Department of Civil Rights believes in the full and equal opportunity of all persons, in employment, real estate, lending, public accommodations and public services without regard to that person's race, color, creed, religion, ancestry, national origin, sex, affectional preference, disability, age, marital status, familial status, housing, education, or status with regard to public assistance.

The Minneapolis Department of Civil Rights takes seriously its mandate to eliminate discrimination in the City of Minneapolis and applies the same scrutiny to its own employment policies and decisions as it applies to other employers.

The Minneapolis Department of Civil Rights maintains a work atmosphere free from discriminatory decisions and harassment. All staff, whether in the office or field, affords courteous and professional treatment in all their dealings with co-workers and the public.

The Minneapolis Department of Civil Rights is, and will continue to be, an Affirmative Action/Equal Opportunity Employer.



*Research and editing by
Elsa Batika, Deputy Director
Minneapolis Department of Civil Rights.*

*Writing, artwork, design and layout production by
Barbara Lyman and Carol Stenborg,
Alternative Designs.*

Mark your calendars....

UPCOMING HUMAN RIGHTS-RELATED EVENTS

28th Annual Conference

League of Minnesota Human Rights Commissions

Saturday, September 25, 1999

8:00 – 4:00 pm

Deluxe Corporation, 3680 Victoria Street North, Shoreview

Theme: Children Who Care: Educating Your Child About Human Rights

Cost: \$55

Contact: 612-546-7469 or 651-633-2186

Somali Conference

Sponsored by League of Minnesota Human Rights Commissions

Friday, October 22, 1999

Roosevelt High School

Cost: \$10; lunch and materials included

*For more information, contact the League of MN Human Rights Commissions
(612-535-1051)*

League of Minnesota Human Rights Commission Monthly Meeting

Hosted by Crystal Human Rights Commission

Sunday, October 24, 1999

12:00 – 3:00 pm

Crystal Community Center

*For more information, contact the League of MN Human Rights Commissions
(612-535-1051)*

Human Rights Day Conference

Sponsored by the Minnesota Department of Human Rights

Friday, December 3, 1999

Starting at 8:00 am

Earl Brown Heritage Conference Center, Brooklyn Center, MN

Theme: Unfinished Business: Fulfilling Our Commitment to a Changing Minnesota

Cost: \$95 (includes lunch)

Contact: 651-296-2173

We Care About Kids Day

Sponsored by Community Ahead

Saturday, February 5, 2000

Northwest YMCA

(More information to follow, as event date approaches)

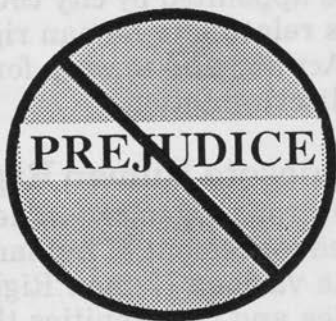
“Sharing the Dream” Celebration

Sponsored by the Golden Valley Human Rights Commission

Wednesday, February 16, 2000

(More information available, as event date approaches)

**HUMAN RIGHTS COMMISSION
"STARTER"
INFORMATION**

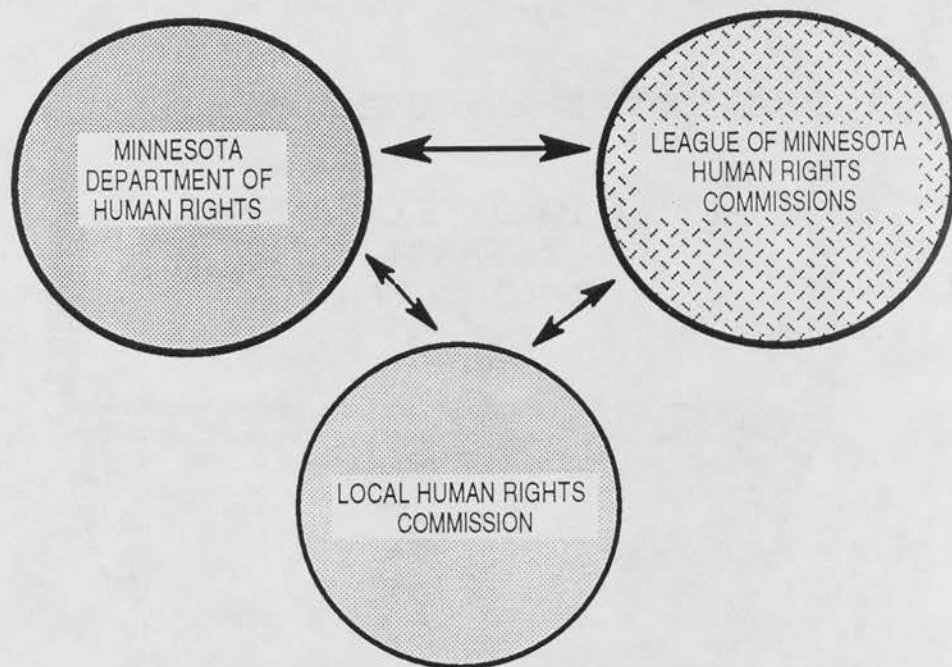


NO PLACE FOR PREJUDICE

**MINNESOTA LEAGUE
of HUMAN RIGHTS COMMISSIONS**

4221 Lake Road Avenue
Robbinsdale, MN 55422

(612) 535-1051



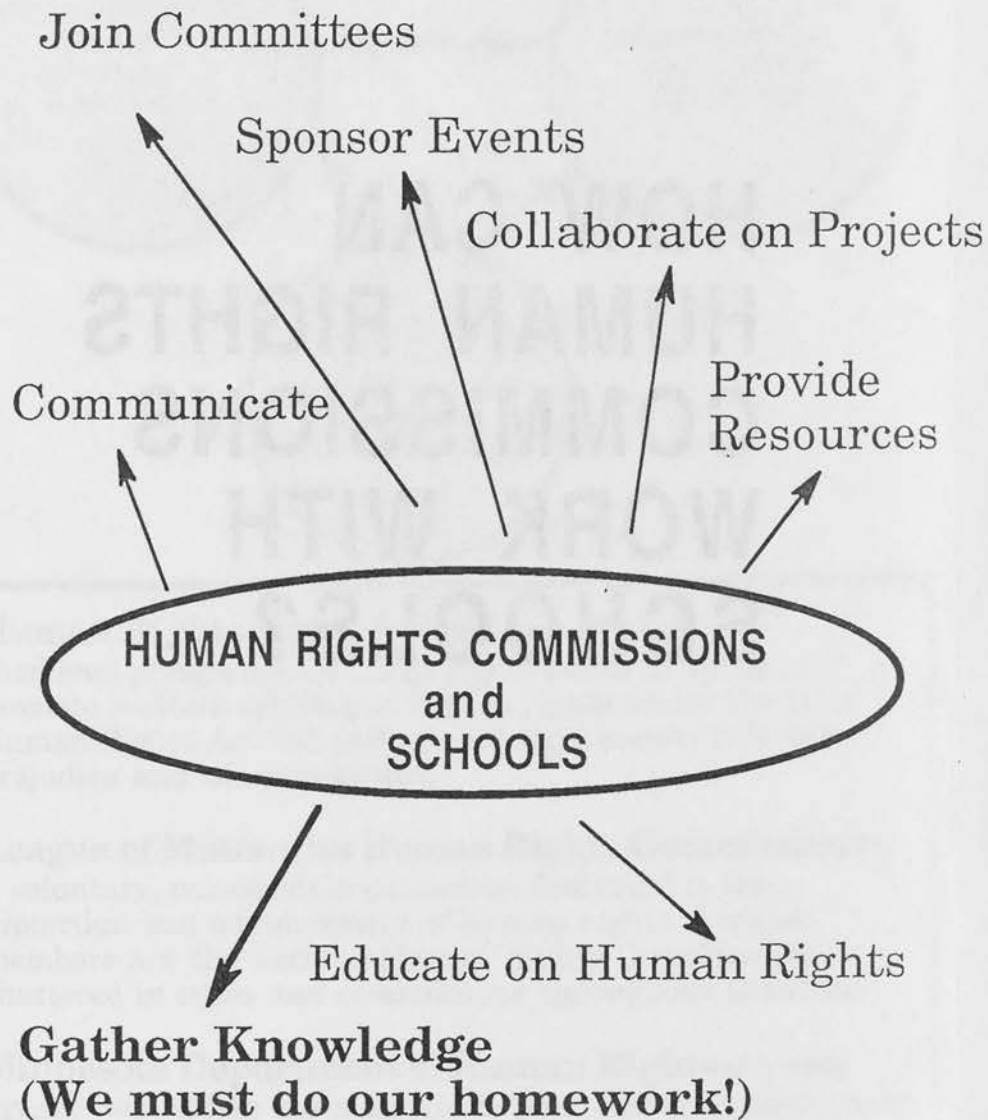
Human Rights Commissions are voluntary, city chartered groups appointed by city councils to advise and promote matters relating to human rights under the state Human Rights Act 363 and to work for a society free from prejudice and discrimination.

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

HOW CAN HUMAN RIGHTS COMMISSIONS WORK WITH SCHOOLS?



Suggestions for commissions working with schools:

1. **Gather knowledge:**
 - Read.
 - Participate in forums and workshops.
2. **Join committees in school districts:**
 - Contact multicultural task forces.
 - Serve on local PER committees.
 - Run for school board.
3. **Communicate:**
 - Respond to school issues.
 - Generate a school mailing list.
 - Send commission news to school staff.
 - Seek teachers, administrators and students to serve on Human Rights Commissions.
 - Meet with school superintendent every year.
4. **Collaborate on projects:**
 - Work with schools on special events.
 - Write letters acknowledging programs and progress noted in schools on human rights.
 - Help establish student human rights or multicultural groups in schools.
5. **Sponsor events:**
 - Poster or essay contests.
 - Discussion forums and student panels.
 - Human Rights Day or Week.
6. **Educate on human rights:**
 - Develop informational packets
 - Prepare classroom presentations
7. **Provide resources:**
 - Establish a speakers bureau.
 - Distribute multicultural reading lists.

EDUCATION COMMITTEE
League of Minnesota Human Rights Commissions

Goals:

- **To educate and inform** the citizens of Minnesota relative to human rights, cultural diversity and discrimination by developing and distributing brochures, videos 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.

Objectives:

- **To provide educational information** regarding multicultural diversity to citizens, schools and churches.
- **To provide written information** on all forms of discrimination, including hate crimes, and violations of gay and lesbian rights.
- **To survey schools** to find existing programs and courses that deal with human rights issues, the degree of success of these programs and what needs the schools have regarding these topics.
- **To sponsor public roundtable discussions** on human rights issues.
- **To help establish a center** for multicultural and human rights resources.

For additional information contact

League of Minnesota Human Rights Commissions
4221 Lake Road Avenue, Robbinsdale, MN 55422
612-535-1051

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4221 Lake Road Avenue, Robbinsdale, MN 55422
612-535-1051

ROLE OF HUMAN RIGHTS COMMISSIONS

The role of a Human Rights Commission is to encourage and promote (both publicly and privately) equal opportunity and fair treatment and practices for all people. The areas of discrimination may include:

Employment	Public accommodations
Education	Public services
Housing	Credit
Business	Retribution

Commissions act informally to eliminate discriminatory practices that are contrary to the public policies of the State (Minnesota statutes 1967, Human Rights Act, Section 363.13) which is to secure freedom from discrimination without regard to:

Race	Religion	Marital status
Color	National origin	Disability
Creed	Sex	Public Assistance
Age	Sexual Orientation	

HOW TO START A COMMISSION

1. Identify supportive community residents.
2. Gather information on activities and processes from neighboring Human Rights Commissions.
3. Meet with mayor and city council members to obtain authorization and legislation for organizing a local commission.
4. Seek resources – speakers, documents, videos – from League of Minnesota Human Rights Commissions, Minnesota Department of Human Rights, and /or active Commissions.
5. Develop a Human Rights Ordinance for the city.
6. Advertise openings for Commissioners and interview to select the required numbers.
7. Elect officers; set specific goals and a regular meeting date; organize committees.

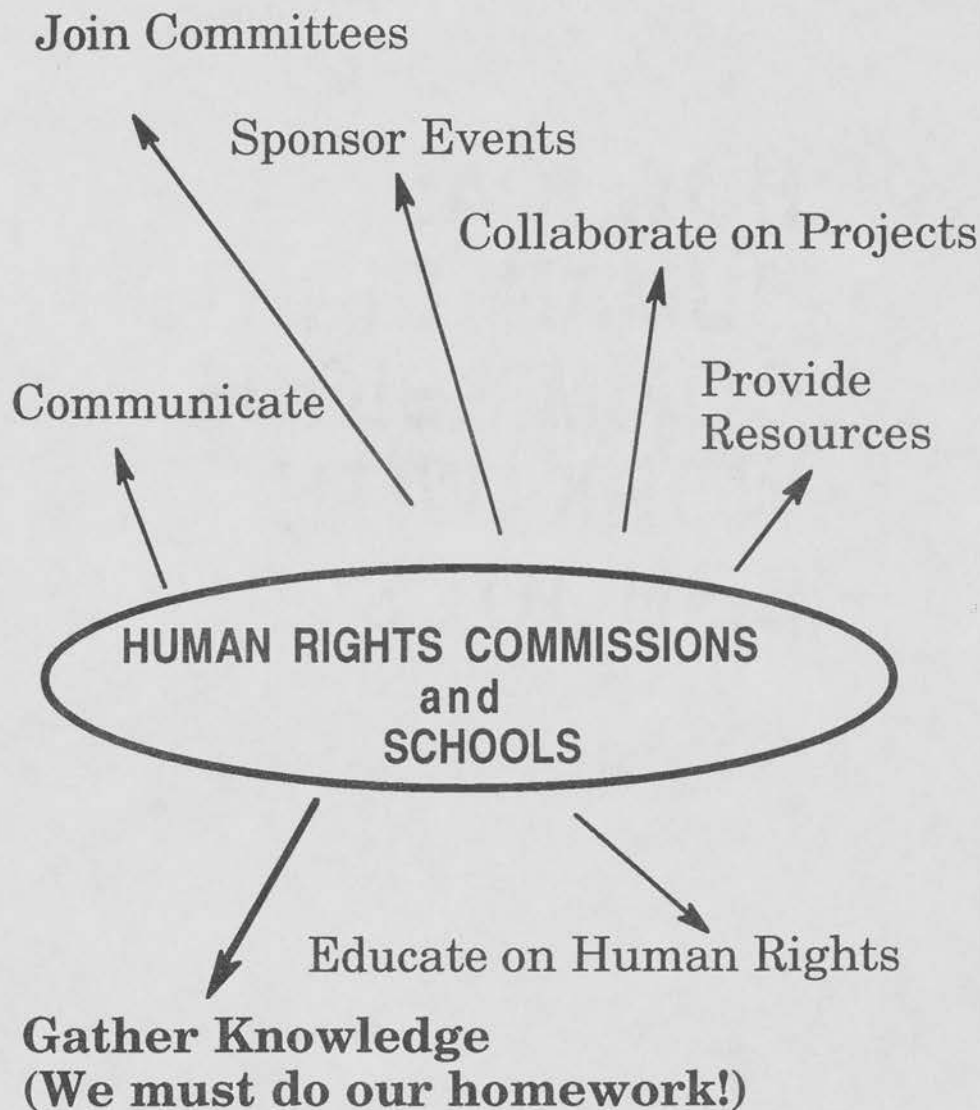
Commissions work with business, labor, education, civic, religious, social and community groups in order to foster intergroup understanding and to eliminate prejudice and discrimination.

CITIES WITH HUMAN RIGHTS COMMISSIONS — 1998

Albert Lea
Arden Hills
Austin
Bloomington
Brooklyn Center —
Brooklyn Park —
Chaska
Columbia Heights
Cottage Grove
Coon Rapids
Crow Wing County
Crystal —
Duluth
Eden Prairie
Edina
Falcon Heights
Fergus Falls
Fridley
Golden Valley —
Hibbing
Hopkins
Isanti County
Jackson
Lake Elmo
Mankato
Maplewood
Marshall
Minneapolis
Moorhead

Morris
New Brighton
New Hope ✓
New Ulm
Nobles County
Northfield
North St. Paul
Oak Park Heights
Oakdale
Orono
Paynesville
Plymouth
Red Wing
Richfield
Robbinsdale ✓
Rochester
Roseville
St. Cloud
St. Louis Park —
St. Paul
St. Peter
Shoreview
South St. Paul
Stillwater
Virginia
Waseca
White Bear Lake
Willmar
Winona

Morton W. Ryweck
Coordinator of Statewide Campaign
Against Hate and Bigotry
(612) 376-0525



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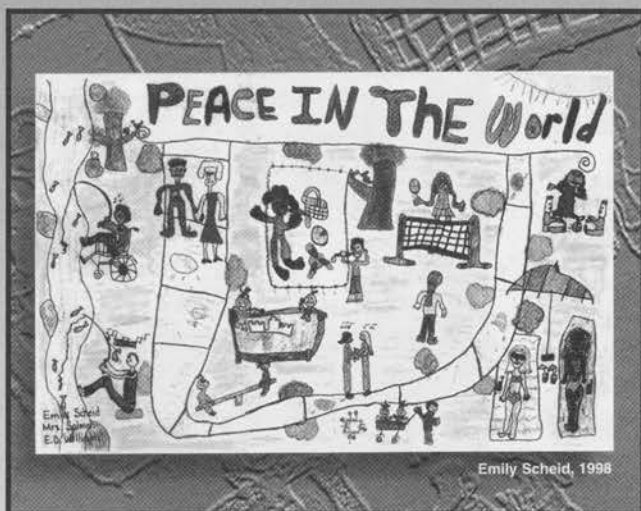
HOW CAN HUMAN RIGHTS COMMISSIONS WORK WITH SCHOOLS?

THE RIGHTS STUFF

Special State Fair Edition • August - October 1999

Published quarterly by the Minnesota Department of Human Rights

Inside stories



Teaching kids about human rights

League of Minnesota Human Rights Commissions conference offers help... **page 2**

Congressman John Lewis

Distinguished Civil Rights leader to be keynote speaker at 16th annual Minnesota Human Rights Day Conference... **page 4**



Somali culture and Islamic values

What does a growing Somali population mean for Minnesota? Major conference at Roosevelt High School seeks understanding... **page 7**

This must be 'The Rights Place'

Department of Human Rights web site offers video in multiple languages, with much more to come... **page 14**

Come visit us at the "The Great Minnesota Get-Together"

Pick up a button, find out about your rights and check out our new web site

Once again this year, representatives from the Department of Human Rights will be on hand for the duration of the Minnesota State Fair, which begins Thursday, August 26 and ends Monday, September 6 (Labor Day.)

In their booth in the Education Building, department staff will be handing out literature, posters and anti-

discrimination buttons and talking with visitors about human rights. They also will be demonstrating the department's expanded web site, which is scheduled to debut the last week of August at www.TheRightsPlace.org.

"We enjoy the fair and it's a great opportunity to hear the concerns of people from throughout Minnesota," said Commissioner Janeen Rosas. "We urge everyone concerned about human rights to stop by, pick up a button or take a look at our new web site, and tell us what's on their minds," she said.

The department's booth will be open from 9 AM to 9 PM each day, and although representatives can't investigate a specific case over a corn dog, questions about the state Human Rights Act, discrimination and the department's role in preventing it are always welcome.

"Those who believe that they have been victims of discrimination and want to file a claim will be encouraged to call the department's toll-free number, or schedule a visit with a department intake officer," Rosas said.

Children Who Care

How do you talk with kids about prejudice, stereotypes and human rights? At what age does teaching human rights values make sense?

Those are among the questions to be examined through a series of workshops at the League of Human Rights Commissions' 28th Annual Conference, Saturday, September 25 beginning at 8 AM.

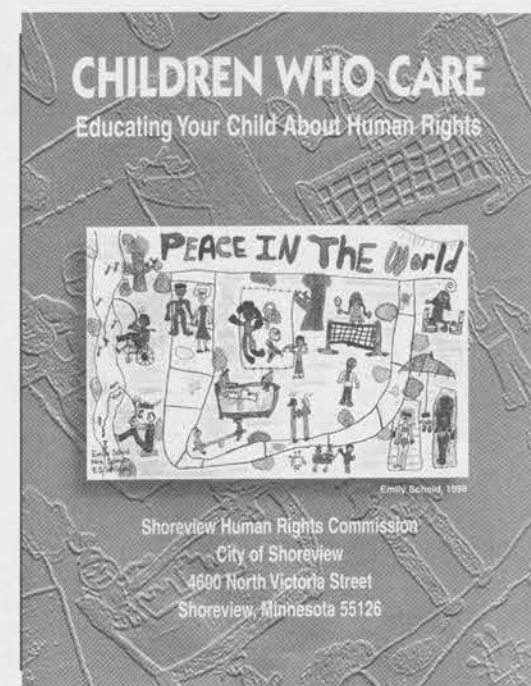
"It's never too early," said Thelma McKenzie, secretary to the Board of the League of Human Rights Commissions. "The aim of this conference is to say that any parent can talk to kids about human rights, even before they start school."

Parents no longer can assume that someone else will teach their children the values they would like them to have, she says. But what to say? And will it make a difference? The conference will offer an abundance of tips and techniques, along with presentations on hate crimes, sexual harassment and other human rights topics.

The latest scientific research suggests that young children may be especially receptive to learning about human rights values such as diversity, and that values need to be addressed at an early age.

"By the age of six months, children can distinguish people of different races," notes attorney Sonja Peterson, chair of the Shoreview Human Rights Commission. At 18 months, they may even begin to demonstrate "racial preference," preferring to play with dolls that are the same race as they are.

"Having diversity at this early stage can really make an impression, so they start recognizing



and appreciating it from day one," Peterson says.

The theme of the conference, "Children Who Care," is based on a publication of the same title, created by the Shoreview Human Rights Commission. The publication contains valuable suggestions on talking with kids about human rights.

Among the speakers at the conference will be State Rep. and House Majority Leader Timothy J. Pawlenty, Bethany Lutheran College Professor Dr. Thomas Kuster, Commissioner of Human Rights Janeen Rosas, and "Children Who Care" principal author Julie B. Williams.

The conference is open to the public. The registration fee, which includes lunch, is \$45 (\$55 after September 15.) The conference will be held at Deluxe Corporation, 3680 Victoria Street North, Shoreview, MN, 55112 on Saturday, September 25 from 8 AM to 3:30 PM.

What values should kids be taught?

The core group of values listed below are considered necessary for a child to respond appropriately to people who are different than him or her

Kindness

Being kind, considerate, and courteous to others needs to be established initially with children as the child's usual way of relating to everyone, child or adult, family or stranger, person or animal.

Fairness

Children are instinctively interested in fairness, or a sense of equality, as it pertains to themselves. This value needs to be extended to others, particularly to those who are different from the child.

Tolerance

Children should become accustomed to being in the presence of individuals different from themselves, even though being with people like themselves may feel more reassuring, less anxiety-producing, and consequently, "safer."

People are more alike than different

Children need to learn that the traits or characteristics upon which most prejudice is based, relate more to superficial differences than real differences. Human beings are ultimately very similar physically and strive for the same things, such as basic necessities, a sense of family, and enjoyment of life.

Respect

Children need to accept that people show variation in their physical appearance, beliefs, feelings, interests, and customs. This value is best approached by teaching children that there are many "right" ways to look, think, and behave, not just the choices of the child's family.

Empathy

Children can be taught the skill of identifying how another person might be feeling in a variety of situations. This is best learned by first identifying their own feelings in similar situations.

Absolutes can be questioned

Children should be encouraged to think independently and to question what others may present as absolutes, particularly stereotypical and prejudicial statements.

Courage

It takes courage to stand up for something, particularly if one is standing alone. Children learn courage when they are reinforced and praised for acts of bravery. Courage is necessary to be a supporter of human rights. Developing courage also will help children fend off unwanted peer pressure in other areas of their lives.

Diversity is exciting and interesting

Rather than seeing diversity as threatening and anxiety-producing, children need to embrace the concept of diversity and the many doors it opens to new learning, interesting relationships, and exciting experiences.



The suggestions on this page are included in Children Who Care: Educating Your Child About Human Rights, copyright 1998, City of Shoreview, Minnesota. Reprinted with permission. Copies of Children Who Care may be obtained for \$5.00 per copy from the Shoreview Human Rights Commission, 651-490-4600.

When: Saturday, September 25 beginning at 8 AM

Where: Deluxe Corporation, 3680 Victoria Street North, Shoreview, MN 55112

For more information: Contact Marion Helland at 612-546-7469

Human Rights Day conference to look at 'Unfinished Business'

Distinguished Georgia Congressman John Lewis, founder of SNCC, to be keynote speaker at 16th annual event

Congressman John Lewis, one of the Civil Rights Movement's most celebrated and influential leaders, will be the keynote speaker at this year's Minnesota Human Rights Day Conference. Sponsored by the Minnesota Department of Human Rights, the Conference will be held Friday, December 3 at the Earle Brown Heritage Conference Center in Brooklyn Center.



"We're delighted that Congressman Lewis has chosen to share his extraordinary experience and insights at our annual conference," said Commissioner of Human Rights Janeen Rosas. "From his days as a courageous organizer of Freedom Rides

and sit-ins in the 1960s to his present role as a distinguished U.S. Congressman, Lewis has been in the vanguard of the human rights struggle in the United States." (See Lewis' biography, page 5.)

Now in its sixteenth consecutive year, the Minnesota Human Rights Day Conference explores key human rights issues through workshops, seminars and other presentations. The theme of this year's conference is "Unfinished Business: Fulfilling Our Commitment to a Changing Minnesota."

"We've come a long way in this country in addressing discrimination, and Minnesota often has been a leader," said Commissioner Rosas. "But we can't afford to rest on our laurels.

There's a lot left to do, and that's what this conference is about."

The conference also will feature John Craig, an author, consultant to the FBI and the CIA and an expert on the White Supremacist or Aryan Nation Movement. He will share his groundbreaking, first-hand research into the activities of hate groups and their vision of America.

"The threat posed by white supremacist organizations that sanction and encourage acts of violence is real and growing," said Rosas. "We believe it is essential that we understand their dangerous ideology and their determination to undermine our democracy."

Beginning with registration at 8 AM, the all-day conference will offer more than a dozen workshops and presentations, most available for CLE credit. The conference fee, which includes lunch, is \$95 for registration prior to December 1. More details will be announced in the November issue of The Rights Stuff and on the department's web site at www.TheRightsPlace.org as they become available.

When: Friday, December 3 beginning at 8 AM

Where: Earle Brown Heritage Conference Center, 6155 Earle Brown Drive, Brooklyn Center, MN, 55430

To register or find out more: Call 651-296-2173

The courageous, eventful life of Congressman John Lewis

From Freedom Rider to Congressman, the son of an Alabama sharecropper remains in the vanguard of human rights struggles

Described as "one of the most courageous persons the Civil Rights Movement ever produced," John Lewis has dedicated his life to protecting human rights, securing personal dignity and building what he calls "The Beloved Community." He has displayed a sense of ethics and morality that has won him the admiration of many of his colleagues in the United States Congress.

John Lewis was born the son of sharecroppers on February 21, 1940 outside of Troy, Alabama. He grew up on his family's farm and attended segregated public schools in Pike County, Alabama. He holds a Bachelor of Arts Degree in Religion and Philosophy from Fisk University, and he is a graduate of the American Baptist Theological Seminary in Nashville, Tennessee.

He also has been awarded numerous honorary degrees from colleges and universities throughout the United States, including Clark Atlanta University, Brandeis University, Columbia University, Fisk University, Morehouse College, Princeton University and Williams College. John Lewis is the recipient of numerous awards, including the prestigious Martin Luther King, Jr. Non-Violent Peace Prize. In December 1998,

President William Jefferson Clinton presented the first Eleanor Roosevelt Award for Human Rights to John Lewis.

At an early age, John Lewis developed an unwavering commitment to the Civil Rights

Movement. For more than three decades, he has been in the vanguard of progressive social movements and the human rights struggles in the United States. As a student, John Lewis organized sit-in demonstrations at segregated lunch counters in Nashville, Tennessee.

In 1961, John Lewis volunteered to participate in the Freedom Rides, which were organized to challenge segregation at interstate bus terminals across the South. Lewis risked his

life and was beaten severely by mobs for participating in the Rides.

During the height of the Civil Rights Movement, from 1963 to 1966, Lewis was the Chairman of the Student Nonviolent Coordinating Committee (SNCC), which he helped form. SNCC was largely responsible for the sit-ins and other activities of students in the struggle for civil rights.



JOHN LEWIS continued on page 6

Despite more than 40 arrests, physical attacks and serious injuries, John Lewis remained a devoted advocate of the philosophy of nonviolence.

Despite his youth, John Lewis became a recognized leader in the Civil Rights Movement. By 1963, he was recognized as one of the "Big Six" leaders of the Civil Rights Movement. (The other Big Six leaders were Whitney Young, A. Philip Randolph, Martin Luther King, Jr., James Farmer and Roy Wilkins.) Lewis, at the age of 23, was one of the planners and a keynote speaker at the historic "March on Washington" in August 1963.

In 1964, John Lewis coordinated SNCC efforts to organize voter registration drives and

community action programs during the "Mississippi Freedom Summer." The following year, Lewis led one of the most dramatic nonviolent protests of the Movement. Along with fellow activist, Hosea Williams, John Lewis led 525

marchers across the Edmund Pettus Bridge in Selma, Alabama on March 7, 1965. Alabama state troopers attacked the marchers in a confrontation that became known as "Bloody Sunday." That fateful march and a subsequent march between Selma and Montgomery, Alabama led to the Voting Rights Act of 1965.

Despite more than 40 arrests, physical attacks and serious injuries, John Lewis remained a devoted advocate of the philosophy of nonviolence. After leaving SNCC in 1966, he remained active in the Civil Rights Movement through his work as Associate Director of the Field Foundation and his participation in the Southern Regional Council's voter registration programs. Lewis went on to become the Director of the Voter Education Project (VEP). Under his leadership, the VEP transformed the nation's political climate by adding nearly four million minorities to the voter rolls.

His first electoral success came in 1981 when he was elected to the Atlanta City Council. While serving on the Atlanta City Council, Lewis was an advocate for ethics in government and neighborhood preservation. He resigned from the Council in 1986 to run for Congress.

Elected to Congress in November 1986, Lewis represents Georgia's Fifth Congressional District. The Congressional District encompasses the entire city of Atlanta, Georgia and parts of Fulton, DeKalb and Clayton counties. In 1996, he was unopposed in his bid for a sixth term. He won reelection for his seventh term in November of 1998.

Since joining the U.S. Congress, John Lewis has drawn much praise from political observers who have predicted a bright future for him in national politics. In 1990, the National Journal named John Lewis as one of eleven "rising stars in Congress." The Journal stated, "Few House Members ... have had such momentous experiences before coming to Washington that other Members of Congress want to hear about them. John R. Lewis, D-GA., has that cachet and he has made it a plus in his House service."

John Lewis has been profiled in numerous national publications and network television and radio broadcasts, including a profile in a Time Magazine (Dec. 29, 1975) article entitled "Saints Among Us;" and profiles in *The New Yorker* (Oct. 4, 1993); *Parade Magazine* (Feb. 4, 1996); and *The New Republic* (July 1, 1996). John Lewis, with writer Michael D'Orso, authored *Walking with the Wind: A Memoir Of the Movement* (June, 1998). The book is a first-hand account of this nation's civil rights movement. In May 1999, John Lewis received the prestigious Robert F. Kennedy Book Award.

John Lewis's wife, Lillian, lives in Atlanta, Georgia where she is Director of External Affairs, Office of Research and Sponsored Programs at Clark Atlanta University. The Lewises have one son, John Miles Lewis.

Somali culture and Islamic values conference set for October 22

Educators and public invited to event at Minneapolis Roosevelt High School; more conferences to follow

A group of ethnic, civil rights and education organizations is co-sponsoring a major conference on "Understanding Somali Culture and Islamic Values" on Friday, October 22 at Roosevelt High School in Minneapolis.

The conference is intended to enable educators, public service providers and those encountering people in the Somali culture to have a better understanding of their history, culture, and the problems and misperceptions that confront them in American society.

Of the estimated 22,000 Somali who recently have settled in the United States, more than half live in Minnesota, most of them in Minneapolis, and there are growing Somali populations in St. Paul and Rochester.

"It's important to understand the central relationship of Islamic values to Somali culture," said Morton Ryweck of the League of Minnesota Human Rights Commissions, which is coordinating the event. Islamic values, family and community structure are among the topics to be explored through a series of workshops featuring Somali experts.

The Twin Cities-based conference will be replicated in other areas of the state. Additional conferences coordinated by the League will focus on other major Minnesota ethnic groups, such as Chicano/Latinos, Asians, African Americans and American Indians.

The conference is open to the public. Admission is \$10 and includes a Somali lunch and a packet of education materials. Those wishing more information may call Morton Ryweck of the League of Minnesota Human Rights Commissions at 612-376-0525.

Conference sponsors include: The League of Minnesota Human Rights Commissions; Minnesota Department of Human Rights; American Muslim Council - Minnesota Chapter; Chicano/Latino Affairs Council; Council on Asian/Pacific Minnesotans; Council on Black Minnesotans; Jewish Community Relations Council of Minnesota and the Dakotas; Metropolitan Airports Commission; Minneapolis Public Schools; Minnesota Department of Children, Families and Learning; Minnesota Department of Civil Rights; Minnesota Department of Human Services; Minnesota Indian Affairs Council; and the Minnesota International Center.

SOMALI HISTORY

Origin: Sudan, Southern Ethiopia

100 BC: Land of Punt (Myrrh/Incense)

Middle ages: Part of Othman Empire (Iffat, Awdal)

1800: Part of Omani East African Empire

1888: British Somaliland (protectorate)
Italian Somaliland (Colony)
French Somaliland (Djibouti)
Northern Frontier District (Kenya)
Ogaden (Ethiopia)

1950: Italian Somaliland (a UN Trusteeship)

1960: Independence (Union of British protectorate and the Italian colony)

1969: A coup followed by dictatorship

1990: Civil War

See additional stories and more information on Somali culture on the next page

FACTS AND FIGURES

Why are they here?

• Somalia civil war 1990 - Present. Somalia is without a government.

Who is here?

Refugees (secondary immigrants, 60%)

In what number?

Estimates:
US: 22,000
Minnesota: 13,000
Minneapolis: 10,000
St. Paul: 800

What's it like to be Somali?

Why are they here? How many more are coming? And what does it all mean for Minnesota and its schools?

RELIGION

Muslims demonstrate their faith and devotion to Allah by obeying the five pillars of Islam.

1. The declaration of faith (Allah is the only God, and Mohammed is his messenger).
2. Praying five times daily.
3. Making at least one pilgrimage to Makkah.
4. Donating money to poor.
5. Fasting each day during the month of Ramadan.

There's something happening here, to borrow a line from a popular 1960s musical anthem. And as the song says, it may be time to stop and look around.

Of the 22,000 Somali who recently have settled in the United States, more than half now live in Minnesota, 10,000 in Minneapolis alone. There are almost 1,200 Somali students in Minneapolis' public schools, and soon there will be many more.

As Somali immigration and the civil war that spawned it continues, the implications for the city's public schools are as vast as the distance between two different cultures.

"This coming year we might be looking at 1,500 Somali students or even more. I'm expecting perhaps 16 or 17 hundred," says Ibrahim Ayeh, a resource person for the Minneapolis school district. "We're expecting a large influx from refugee camps in Kenya, Ethiopia and Yemen. People are just waiting for flights."

A refugee himself who came to Minnesota from Somalia in 1994, Ayeh previously taught math and science at Roosevelt and other Minneapolis schools with large numbers of Somali students. He has seen the struggles over cultural differences firsthand, and knows the challenges that await these new arrivals, their teachers and the community.

Consider the Islamic requirement that all

ISLAMIC FESTIVALS

- Celebration of end of Ramadan (Id al-Fitr).
- End of pilgrimage to Mecca (Idai-Adha)
- Birthday of Mohammed (Mawlid al-Nabawi)
- Koran revealed to Mohammed (Layl' at al-qadr)

followers pray five times a day. "At least one period of prayer time is going to fall during school hours, and perhaps even two," Ayeh says. How, given the Constitutional requirement for separation between church and state, can these needs be accommodated?

Islamic values, including ideas about proper dress for young women, are central to Somali culture. A scarf is required when a girl is in the presence of males, but how does one play basketball or volleyball in a scarf? Co-ed physical education classes are a problem in themselves for a culture in which physical contact between boys and girls can be a large issue — even handshakes with the opposite sex are avoided.

Though more needs to be done, schools and teachers are becoming educated about Islamic culture and finding creative ways to

accommodate differences. "I think Minneapolis is trying very hard to get educated about the culture and be flexible," says Ayeh, who will address these issues at the Somali Culture and Islamic Values conference in October.

To accommodate the need for prayers, students at Roosevelt High School are given a five-minute break between classes on Friday, a holy day in Islam comparable to Sunday for a devout Christian. There's a church across the street from the school, where students can run in and pray for a few minutes, without disrupting the school day.

It's not the one hour of prayer required by Islamic traditions, Ayeh notes. "But at least there is some chance to pray."

There's some chance to play basketball, too. "If a school has a large number of Somali students, it can make an arrangement to have a woman teach a physical education class just for girls. Then the girls can take off their scarves, as long as there are no males around."

Other needs that require accommodation include Somali dietary requirements. The consumption of pork is strictly prohibited by Islamic law. The high schools have been handling this prohibition well, though there are occasionally problems at the grade school levels, according to Ayeh.

But even if cultural differences were not so dramatic, many Somali would still face a formidable struggle as they enter Minnesota's schools.

The lives and educations of most Somali children have been tragically disrupted throughout the country's upheaval—their civil war has been raging since the early 1980s. Some children have spent time in refugee camps, where they received little or no schooling, inadequate food, and poor medical care. And many have witnessed brutal and traumatic events. For all these reasons, Somali students face the problem of simply catching up.

They are, however, highly motivated learners, and Minnesota's schools and educational opportunities are one of the reasons so many Somali have come here, according to Ayeh. It certainly wasn't for the weather, he says, then laughs. "If weather was the first consideration, then definitely no one would have come here."

Now that so many are here, many more inevitably will join them, choosing Minnesota to be near friends and relatives. "That's why it's so important that we educate teachers and the whole community, and part of the reason for this upcoming conference," Ayeh said.

As more Somali kids arrive and enter public schools, will they begin to adopt more Western values? Or will they remain rooted in Islamic traditions and adopt American culture more slowly?

"Things are changing fast. I've seen youth who have already taken American culture to extremes, but others are moving more conservatively, especially the girls. We are trying to keep our culture and tell our youth not to rush into things—so they can learn about American culture, but at the same time, be careful about some things. Because in every culture, you find some good and bad."

DATING AND MARRIAGE

Dating in the Western sense does not exist in Somalia. Young urban people often meet at universities or at work and persuade their parents to help them establish a courtship. Rural marriages are usually arranged.

One-to-one dating is reserved for after the engagement party or after the marriage contract has been signed.

The groom must give a bridal token to the bride's family. Traditional wedding festivities are spread over three nights of dancing and singing, and men and women celebrate separately on some of the nights.

CULTURAL DIFFERENCES

Being American

- Individualism
- Independence and freedom
- Competition and achievement
- Materialism
- Technology dependent
- People control their own destiny
- Equal Gender rights
- Monogamy
- Leisure time highly valued
- Less respect for authority and elders.
- Generosity in times of crisis

Being Somali

- Extended family
- Interdependence
- Mild Competition
- Spiritual consideration
- Tradition dependent
- Destiny predetermined by Allah
- Men are the head of the family
- Polygamy
- Prayer time is highly valued
- More respect of elders and respect to authority if merited. Value generosity at all times.

CUSTOMS AND COURTESIES

Greetings

Somali warmly greet each other with handshakes, but shaking hands with the opposite sex is avoided.

Common verbal greetings include:

- Assalam Alaikum (Peace be upon you)
- Nabad miyaa (is their peace).
- Subah wanaagsan (Good morning)
- Galab wanaagsan (Good afternoon)
- Habeeb wanaagsan (Good night)

Gestures

Somali use sweeping hand and arm gestures to dramatize speech. Many ideas are expressed through specific hand gestures:

- A swift twist of the open hand means "nothing" or "no".
- Snapping fingers may mean "long ago" or and "so on".
- A thumb under the chin indicates "fullness".
- It is impolite to point the sole of one's foot or shoe at another person.
- It is impolite to use the index finger to call somebody; that gesture is

used for calling dogs.

- The American "thumbs up" is considered obscene.

SOMALI DRESS

Women

Women usually wear one of the following dress:

- Direh, a long, billowing dress worn over petticoats.
- Coantino, a four-yard cloth tied over shoulder and draped around the waist.
- Toob, commonly worn throughout Africa
- Hijab, and head scarfs are very common

Men

Men wear western pants or a flowing plaid ma'awis (kilt) western shirts, and shawls.

On their heads they may wrap a colorful turban or wear a koofiyad (embroidered cap).

For more information

The information presented here is based on material developed by Ibrahim Ayeh, a resource person for the Minneapolis school district. Much more information will be available at the conference on Understanding Somali Culture and Islamic Values, Friday, October 22 at Roosevelt High School in Minneapolis.



Janeen Rosas

Commissioner's corner

Criss-crossing Minnesota in search of coalitions and solutions

One month she traveled to Red Wing, and spent time in Winona. Later in the month she went to Cass Lake and the Leech Lake Reservation. The next month she journeyed to Virginia, Hibbing, Duluth and the Fond du Lac Reservation.

It's essential, she says to "go there," to places well outside the Twin Cities, where people may sometimes feel underserved by state government.

"I'm commissioner of human rights for the whole state of Minnesota, not just for the Twin Cities," Rosas says. "And I intend to do more than just pay lip service to that."

But wherever her destination, from Southern Minnesota to the shores of Lake Superior, she says going there is only a first step—the beginning of an ongoing effort to build relationships and coalitions throughout the state.

"They don't trust us just because we show up," she says. "You don't have rapport just because you made the trip. It's only a start."

Her itinerary often includes meeting with members of local human rights commissions, most of them staffed by volunteers who investigate local complaints. There are 60 such commissions in Minnesota, and ideally she'd like to visit every one.

"I'd like them to function as our eyes and ears, and keep us advised of what's going on in their communities—not just specific cases—but trends, problems, and emerging issues," she says.

Whether or not Rosas or a department outreach

worker is able to visit in person, the department's services are accessible statewide through a toll free number (1-800-657-3704). In fact, most of the department's business is done by phone or mail. "But people still have a desire for face to face contact, so I'm going to provide that."

It can be a bit daunting, she admits, even to think about covering the entire state in depth. To visit every local human rights commission, at the rate of one a month, would take about four years. There are also many other groups that are important to visit and include in the department's plans.

"There are 11 Indian reservations in this state, and they all have unique issues with their surrounding communities," she notes. "There are communities of color in the Twin Cities and in greater Minnesota, and the state's growing populations of new immigrants. There are places where religion is an issue, and sexual orientation is an issue in a lot of places."

There are so many issues throughout the state that more opportunities for those face to face meetings and more outreach efforts may be needed, she believes. "I've talked about the possibility of resuming the practice of having an intake officer 'ride circuit' and have office hours in cities throughout greater Minnesota," she says.

To connect with groups that already are working on these issues is one of the commissioner's main goals. "Discrimination is a social problem," she says. "Wherever I go, I want to learn from these groups, and possibly form coalitions to solve some of these social problems."

"They don't trust us just because we show up," she says. "You don't have rapport just because you made the trip. It's only a start."

Arrivals

New Department of Human Rights employees

Deneen Clemons Enforcement Officer Trainee

Coming from: The Minnesota Department of Corrections. Formerly a Corrections Officer, Clemons has an A.A.S. as a Legal Assistant and a B.A. in Criminal Justice/Corrections.

Diane Jadwinski Executive Assistant to the Commissioner

Coming from: The Minnesota Department of Agriculture. A graduate of St. Paul Technical College, she has worked for state government in a variety of office management and supervisory positions for more than 25 years.

Jackie Leder Enforcement Officer Trainee

Coming from: The First Judicial District Court, where she was employed as a law clerk. She graduated from William Mitchell College of Law.

Jill Sholts Enforcement Officer Trainee

Coming from: The Minnesota Court of Appeals. Originally from North Dakota, she was in private practice for six years after graduating from Hamline University School of Law.

Patty Sifferle Enforcement Officer Trainee

Coming from: Most recently an attorney in private practice, Sifferle has

worked as a judicial law clerk and a Health Services Analyst with the Minnesota Department of Health.

She has a B.A. from Carleton College and a J.D. from the University of Minnesota.

Evon Spangler Enforcement Officer Trainee

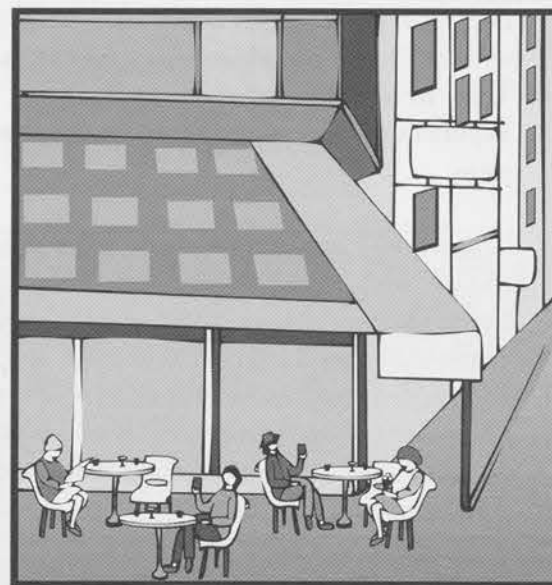
Coming from: Best Buy Co., Inc. where she was legal consultant for and managed their Children's Foundation. She graduated from William Mitchell College of Law.

Know Your Rights... to Public Accommodations

Continuing a series on the Minnesota Human Rights Act

In places of business, or other public accommodations, it is illegal to discriminate or treat people differently on the basis of these personal characteristics:

- Race
- Disability
- Color
- Religion
- National Origin
- Creed
- Sex



The illegal discrimination may take the form of denying a person the full and equal enjoyment of the goods and services provided by the business.

Exception To The Law: The provisions relating to sex do not apply to such facilities as restrooms, locker rooms and other similar places.

Q: What do I do if I feel I've been discriminated against?

A: Contact the Minnesota Department of Human Rights. You also can contact the civil rights department of Minneapolis or St. Paul if the discrimination took place in either of those cities. Your other options include contacting a local human rights commission in your community, or talking to an attorney about filing a private law suit.

Q: Do only minority persons and women have protection under this law?

A: No. All persons are covered. For example, if a white male believes he was discriminated against on the basis of one of the listed personal characteristics, he can file a charge.

Q: I was told to leave a bar because they thought I was disturbing other customers. I don't think this was fair. Can I file a discrimination charge?

A: That depends on whether you have reason to believe that one of the listed characteristics was a factor in your being denied service.

Q: My husband and I are a mixed-race couple and we have been subjected to poor treatment and service at a local store. What can we do about this?

A: If your poor treatment was based on your association with a person of another race, you have grounds on which to file a charge of illegal discrimination.

Q: I was told that I could not enter a nightclub because of their entrance requirements. I believe they were just using this policy to keep people out on the basis of one of the personal characteristics you listed here. Can I file a charge of discrimination?

A: Probably. We would investigate to determine whether the nightclub had a legitimate business reason for having such a policy and whether it was being used as a pretext to exclude persons on the basis of one of the personal characteristics protected under the Minnesota Human Rights Act.

Q: If I file a complaint, what kind of evidence will the department need to conclude that illegal discrimination took place?

A: The department will need evidence that supports your claim. It can include:

- Statements made by witnesses
- Results of on-site investigations
- Results of tests for discrimination that the department conducts
- Evidence contained in documents obtained from the persons involved.

Q: If your department concludes that I was illegally discriminated against, what compensation can I expect to receive?

A: First, your charge will be investigated thoroughly. If the investigator's findings support the charge, action will be taken to stop the discrimination and to provide compensation to you for any loss of money or pain and suffering caused by the discrimination.

Q: Besides the areas of business and public accommodations, what other types of complaints does your department investigate?

A: Other general areas include discrimination in employment, housing, credit, public services, and education.

Q: Is there any time limit on when I must file my charge?

A: Yes. You must file your charge within one year of the day on which the discriminatory act took place.

Although in some cases we may not have jurisdiction to investigate your complaint, we may be able to refer you to other resources that could assist you.

Here's the law: Minnesota Statutes, Chapter 363 — Minnesota Human Rights Act

363.01 DEFINITIONS...

Subd. 13; Public accommodations. "Place of public accommodation" means a business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.

363.03 UNFAIR DISCRIMINATORY PRACTICES

Subd. 3. Public accommodations. It is an unfair discriminatory practice:

To deny any person the full and equal enjoyment of the goods, services, facilities, privileges, advantages, and accommodations of a place of public accommodation because of race, color, creed, religion, disability, national origin or sex. It is an unfair discriminatory practice for a taxicab company to discriminate in the access to, full utilization of or benefit from service because of a person's disability. Nothing in this subdivision requires any person to exercise a higher degree of care for a person having a disability or to modify property in any way except as required by the accessibility provisions of the state building code.

Subd. 10. Discrimination against blind or deaf persons prohibited. (a) It is an unfair discriminatory practice for an owner, operator or manager of a hotel, restaurant, public conveyance or other public place, to prohibit a blind or deaf person from taking a guide dog into the public place or conveyance if the guide dog can be properly identified as being from a recognized school for seeing eye, hearing ear or guide dogs, and if the dog is properly harnessed or leashed so that the blind or deaf person may maintain control of the dog.

(b) No person shall require a blind or deaf person to take an extra payment or pay an additional charge when taking a guide dog into the public places referred to in paragraph (a).

If you believe you have been a victim of discrimination or if you would like more information, call the state Department of Human Rights at 651-296-5663 or 1-800-657-3704.

This must be 'The Rights Place'

New Department of Human Rights web site to feature video, multilingual capabilities... and much more to come

It has video clips, interactive forms, and features staff members speaking in several different languages. You can learn about your rights, request a human rights speaker, and find out about upcoming events.

Welcome to the "TheRightsPlace.org," the web site of the Minnesota Department of Human Rights.

"We've expanded our presence on the World Wide Web to provide one more way to be accessible to more Minnesotans," said Janeen Rosas, Commissioner of Human Rights. "We've increased the amount of information ten-fold, and added many important new cutting-edge features."

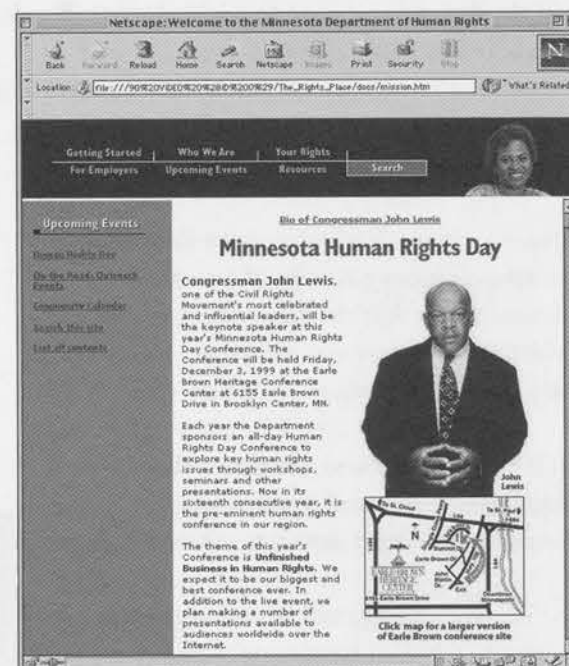
The enhanced site will make its debut the last week of August with a bold new look to compliment its new name. But those who know the site by its official name — www.humanrights.state.mn.us — also can type that address into a browser and go to the same information.

"We felt 'TheRightsPlace' was a good fit with our newsletter, *The Rights Stuff*, and it may be easier for some Minnesotans to remember," Rosas explained. "But either name will work just fine."

The site is designed to serve the needs of a wide variety of Minnesotans, from victims of discrimination who may want to know how to file a complaint, to employers seeking information about affirmative action.

There's a schedule of the dates and times when outreach workers will visit local communities, a community events calendar, and links to the state Human Rights Act.

What's up there now is only a hint of what's to come, says Rosas.



"We plan to add much more content and many new interactive features in the months ahead," she said. "We intend to make our web site an important and innovative tool for connecting with a wide variety of constituencies."

The department plans to make as much content as possible—from text to video clips—available in several languages, including Spanish, Hmong and other languages spoken in Minnesota.

"We're also very concerned about the needs of users with disabilities," Rosas said. "We'll be exploring many options, including new, cutting edge technologies—to provide alternative formats and make the site as accessible as possible."

The site also will be accessible to Minnesotans with different levels of expertise and equipment, from those with the latest, most powerful computers to those with more modest capabilities, Rosas says.

It will be updated frequently, to provide visitors

with useful information and to encourage repeat visits.

The department's site will change often, Rosas predicts, and the content will be presented with a human face. Besides video clips, there will be bios and profiles of department speakers and guest speakers.

"The web is potentially a powerful tool for building community and developing ongoing relationships. Those are our goals," said Rosas. "We're saying, come visit us. Then come back often."

Commissioner Rosas announces free Yellow Pages assistance for blind persons

Commissioner of Human Rights Janeen Rosas recently announced a settlement resolving an administrative proceeding brought by the Department of Human Rights to enable blind and visually impaired persons in Minnesota to obtain the information in the Yellow Pages.

Commissioner Rosas praised US West for agreeing to provide free Yellow Pages service to blind and visually impaired persons.



When a sighted person wants information about a business but does not know the name of the business, the sighted person can look in the Yellow Pages. Now a blind or visually impaired person can obtain similar information over the telephone from US West between 6:30

YELLOW PAGES ASSISTANCE
continued on page 16

SE Minnesota Outreach Schedule

A Spanish-speaking representative of the Minnesota Department of Human Rights, Vicki Olivo, will be traveling throughout Southeastern Minnesota in the coming months. Here's a list of locations and times when a Department representative will be available. (Locations are listed in alphabetical order by city.)

Albert Lea Workforce Center
1649 W. Main St., Albert Lea, MN 56007
Dates and Times:
October 21, 9 AM to 3 PM
Phone: 507-379-3409

Faribault Workforce Center
Faribo Town Square
201 S. Lyndale Ave., Suite 1, Faribault, MN 55021
Dates and Times:
October 20, 9 AM to Noon
Phone: 507-332-3220

Mankato Workforce Center
Mankato Place
12 Civic Center Plaza, Suite 1600A, Mankato, MN 56001
Dates and Times:
September 20, 9 AM to 3 PM
Phone: 507-389-6723

State Services for the Blind - Moorhead
Clay County Family Service Center
715 11th Street North, Suite 205, Moorhead, MN 56560
Dates and Times:
September 8, 1 PM to 4 PM and
September 9, 9 AM to 3 PM
October 6, 1 PM to 4 PM and
October 7, 9 AM to 3 PM
November 3, 1 PM to 4 PM and
November 4, 9 AM to 3 PM
Phone: 218-236-2422

Owatonna Workforce Center
110 Fremont, Owatonna, MN 55060
Dates and Times:
October 19, 9 AM to 3 PM
Phone: 507-455-5850

Willmar Workforce Center
1900 Hwy 294 N.E., Suite 2040, Willmar, MN 56201
Dates and Times:
September 15, 10 AM to 4 PM and
September 16, 9 AM to 3 PM
October 13, 10 AM to 4 PM and October
14, 9 AM to 3 PM
November 17, 10 AM to 4 PM and
November 18, 9 AM to 3 PM
Phone: 320-231-5174

Worthington Workforce Center - Rehabilitation Services
511 10th St., Worthington, MN 56187
Dates and Times:
September 21, 9 AM to 3 PM
November 23, 9 AM to 3 PM
Phone: 507-372-2149



Vicki Olivo

AM and 10:45 PM any day of the week, except holidays.

"US West's Yellow Pages assistance program is a reasonable accommodation for the disability of blind and visually

practices, and make reasonable accommodations which will enable persons with disabilities to have the same access to goods and services that other persons have."

US West's agreement to provide this free service resolves litigation begun during March of 1998. Last October, US West began to provide Yellow Pages assistance on a trial basis for a limited time period. US West now has agreed to continue to provide the service until at least March 1, 2000 and to notify the Commissioner of Human Rights in advance if US West decides to discontinue the service at any time between March 1, 2000 and December 31, 2001.

"I urge other companies to follow US West's lead, examine their own practices, and make reasonable accommodations."

impaired persons, as required by the Minnesota Human Rights Act," said Rosas. "I urge other companies to follow US West's lead, examine their own

Minnesota Department of Human Rights
Army Corps of Engineers Centre
190 E. 5th Street
Suite 700
St. Paul, Minnesota 55101

THE RIGHTS STUFF

August - October 1999

The Rights Stuff is published quarterly by the Minnesota Department of Human Rights, Army Corps of Engineers Centre, 190 E. 5th Street, Suite 700, St. Paul, Minnesota 55101.

For information or to be added to the mailing list for The Rights Stuff, contact Jeff Holman at 651-296-2173.

If you believe you have been a victim of discrimination or if you would like more information on the state Human Rights Act, call the Minnesota Department of Human Rights at 651-296-5663 or 1-800-657-3704 (toll free).

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CHILDREN WHO CARE

Educating Your Child About Human Rights



Emily Scheid, 1998

Shoreview Human Rights Commission

City of Shoreview

4600 North Victoria Street

Shoreview, Minnesota 55126

The Shoreview Human Rights Commission would like to recognize and thank the following businesses and organizations for their contributions that made the first printing of this booklet possible.

- Image Tech.
- Medtronic, Inc.
- Impressions Incorporated
- The League of Minnesota Human Rights Commissions

A special thanks to the Medtronic Corporate Creative Services for layout, design, and publication assistance.

Shoreview Human Rights Commission Mission Statement

The Shoreview Human Rights Commission advises and aids the City of Shoreview by establishing and promoting a community standard of equal opportunity and freedom from discrimination. We envision a community where all people are welcomed, valued, and respected; where each person feels at home.

CHILDREN WHO CARE

EDUCATING YOUR CHILD ABOUT HUMAN RIGHTS

SHOREVIEW HUMAN RIGHTS COMMISSION
AN ADVISORY COMMISSION TO THE
MAYOR AND CITY COUNCIL
CITY OF SHOREVIEW
SHOREVIEW, MINNESOTA

JULIE B. WILLIAMS
PRINCIPAL AUTHOR

INTRODUCTION

Parenting in today's world is one of the toughest jobs around. Like parents of previous generations, contemporary parents are worried about their children's health, education, and future success. Despite humankind's advances in all fields, parents today have a whole host of new concerns that did not keep their parents up at night. Newspapers and television reports proclaim ever escalating levels of domestic and street violence. Surveys indicate that children are becoming sexually active at younger and younger ages, at a time when a deadly, sexually transmitted virus has emerged. Many schools are overcrowded and underfunded. More and more young people are experimenting with street drugs that are more damaging and addictive than ever before.

Although modern parents would like to have enormous influence on their children's thoughts, actions, opinions, and values, they indeed have less influence than parents of the past. Children of the primarily agricultural societies of yesterday spent the first five or six years of their lives exclusively with their parents, grandparents, and siblings. Most children today are influenced by a variety of other information sources, including peers, other caregivers, television, movies, contemporary music, and the Internet.

Some parents have approached this problem by trying desperately to turn off negative cultural influences around them. Usually this tactic is not particularly effective. Children tend to crave what is denied them, whether they are refused candy or access to the information superhighway. Often the best approach for parents in this situation is one of consciously and actively counteracting the cultural values with which they disagree, and at the same time, deliberately teaching the values they would like to see their children embrace.

There is also much disagreement as to who should teach children values, and which values, i.e., "whose values" are the "right" values to teach. Things were much simpler a couple of generations ago, when entire communities tended to ascribe to a commonly agreed upon set of values, and children had very few outside influences beyond the community. These communities also lacked diversity, with most members belonging to the same racial and religious groups. Children were exposed to the same values at home, at school, at church, at their after-school jobs, and at social events.

The world today is a far different environment, with even rural communities housing families from many different cultural and ethnic backgrounds. **Parents can no longer assume that someone else will teach their children the values they would like their children to learn.** Ultimately, it is now the decision of each child's parents as to what values are taught to that particular child. Public schools have found it difficult to teach even basic values, without experiencing criticism from one sector or another. If parents do not teach values to their children, it is very possible that no one will.

This brochure has been written for parents who would like their children to learn values that relate specifically to human rights and diversity—values that involve accepting and respecting others who are of the opposite sex, or are of a different race, background, lifestyle, religion, age, or culture than themselves.

Why Should Children be Taught Human Rights Values?

When children are specifically taught to respect others, they grow up to be more sensitive to the situations faced by others, more caring about others' feelings, more tolerant of differences, and more loving in general. The overall result is a less aggressive, less violence-oriented child, who is committed to conflict resolution.

Such children are more apt to be well-liked and accepted by other children, which enhances the quality and the pleasures of their personal relationships. They are also more likely to befriend other children on the basis of neutral qualities, such as mutual interests or activities, rather than the potential friend's sex, race, religion, or social status. Having a diversified friendship circle adds spice to a child's life, providing him or her with easily learned lessons about different cultures and ethnic groups.

Children who learn to respect and care for others are more likely to learn to respect and care for themselves. Such children develop sufficient self-esteem and personal dignity to enjoy life and to give to others throughout their lifetimes. The process becomes a circular one of "what goes around, comes around." As children learn to appreciate their own individuality, they are more able to appreciate the uniqueness of others.

Children with a strong sense of who they are tend to be more self-satisfied in adult life, and are more productive and successful in their chosen endeavors and professions. People who respect themselves and respect others tend to approach life with passion, energy, and strong convictions. This allows them to be less fearful, more independent, and better able to assertively defend their beliefs and feelings.

"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."

Hubert H. Humphrey
US Vice President 1965-1969



Molly Keiffer, 1998

Teaching children to respect the rights and feelings of others can enhance family life as well, by encouraging a more peaceful and harmonious household. A family committed to human rights values will eventually develop a family culture dedicated to that value system, with rituals and customs to reinforce those beliefs. A cohesive and respectful family allows family members to develop healthy levels of trust and interdependence. A sense that the family can be depended upon provides the foundation for children to develop into emotionally healthy adults.

Finally, children who develop strong human rights values will be better prepared for the reality of a truly global economy. The youth of today will find themselves in an adult world where contacts with people, from other countries, cultures, races, and religions, will more than likely be a daily occurrence. Their personal success will depend on their ability to relate to people who live and think differently than they do. Those who have developed these skills will be tomorrow's leaders and will be in the best position to potentially contribute to their communities and society in general.

WHEN SHOULD HUMAN RIGHTS BE TAUGHT TO CHILDREN?

People often assume that having ethics and values is a human trait, something that is hard-wired into the human brain and psyche. Although there is evidence that some preferences, dislikes, skills, and talents have a basis in genetics, infants are born with no specific values in place. Values fall more into the category of opinions, and opinions are learned from others, or based on information gathered from others. Learning to be accepting and caring of others, as opposed to rejecting and hateful of others, is a value that needs to be nurtured and taught to children by the adults in their lives.

Educators and psychologists have known for years that children are more receptive than adults to learning anything new, including second languages, musical instruments, concepts, and opinions. It also has been established that children's values and opinions are fairly well formed by the time they reach age 12 or so.

New research, in the field of neurobiology, is backing up these observations. A small child's brain contains twice as many synapses (microscopic connections between nerve fibers in the brain) and consumes twice as much energy as the brain of a normal adult. Synapses, which allow the brain to learn new things, reach their highest density around age two, and then remain at that level until the age of 10 or 11. At around this age, atrophy of unused synapses begins, thus making some types of learning more difficult, but not impossible.

The concepts related to valuing human rights need to be introduced as early as possible in a child's life. By the age of six months, babies can distinguish racial differences. Studies by Dr. Phyllis Katz, at the Institute of Research on Social Problems in



Lauren Michels, 1997

Boulder, Colorado, demonstrated that babies stare longer at faces that are of a different race than they are. At 18 months, they begin to demonstrate "racial preference," preferring to play with dolls and figures of the same race as they are.

A study of three-year-olds demonstrated that racial prejudice was well-established by this age. White and black children were shown pictures of children of both races. When questioned, white children consistently picked the black child as the child who had probably done something wrong and the white child as the one who usually does things right. Even more distressing was the discovery that black children made the very same choices, choosing children of their own race as the probable culprits. This very important research demonstrated how societal prejudices are incorporated into the self-concepts of children of color at a very young age.

WHAT VALUES SHOULD BE TAUGHT TO CHILDREN?

The core group of values listed below are necessary for a child to respond, in an appropriate fashion, to people who are different than him or her.

- **Kindness.** Being kind, considerate, and courteous to others needs to be established initially with children as the child's usual way of relating to everyone, child or adult, family or stranger, person or animal.
- **Fairness.** Children are instinctively interested in fairness, or a sense of equality, as it pertains to themselves. This value needs to be extended to others, particularly to those who are different from the child.
- **Tolerance.** Children should become accustomed to being in the presence of individuals different from themselves, even though being with people like themselves may feel more reassuring, less anxiety-producing, and consequently, "safer."
- **People are more alike than different.** Children need to learn that the traits or characteristics, upon which most prejudice is based, relate more to superficial differences than real differences. Human beings are ultimately very similar physically and strive for the same things, such as basic necessities, a sense of family, and enjoyment of life.
- **Respect.** Children need to accept that people show variation in their physical appearance, beliefs, feelings, interests, and customs. This value is best approached by teaching children that there are many "right" ways to look, think, and behave, not just the choices of the child's family.
- **Empathy.** Children can be taught the skill of identifying how another person might be feeling in a variety of situations. This is best learned by first identifying their own feelings in similar situations.
- **Absolutes can be questioned.** Children should be encouraged to think independently and to question what others may present as absolutes, particularly stereotypical and prejudicial statements.
- **Courage.** It takes courage to stand up for something, particularly if one is standing alone. Children learn courage when they are reinforced and praised for acts of bravery. Courage is necessary to be a supporter of human rights. Developing courage will also help children fend off unwanted peer pressure in other areas of their lives.
- **Diversity is exciting and interesting.** Rather than seeing diversity as threatening and anxiety-producing, children need to embrace the concept of diversity and the many doors it opens to new learning, interesting relationships, and exciting experiences.

WHAT SHOULD CHILDREN LEARN ABOUT PREJUDICE AND STEREOTYPES?

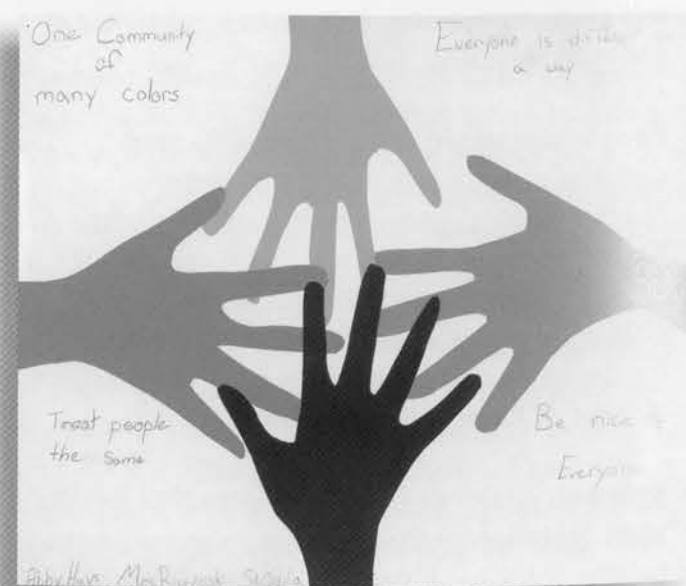
Who Experiences Human Rights Violations?

Children need to have an understanding of the various groups of people who are most likely to be affected by prejudice, stereotypes, and discrimination. The following lists can provide parents with a starting point in their efforts to educate children about human rights issues.

The traits listed on the left are so likely to result in discrimination that they are protected under many federal and state laws. The traits listed on the right are some examples of reasons people might experience discrimination that are not protected under law.

sex/gender	weight
color	height
race	culture
national origin	educational level
age	lifestyle
creed	appearance
religion	style of language/ dialect
marital status	income
sexual orientation	opinions
physical ability	style of dress
mental ability	entertainment
health status	preferences
public assistance status	political beliefs
military status	athletic ability
	occupation

Children need to learn which groups within these various categories are more likely to experience discrimination in this culture, e.g., women more so than men (sex/gender); darker skinned people more so than lighter skinned people (color); people who are not Christian more so than Christians (religion), etc. However, it is also important for children to understand that reverse discrimination can occur in any of these classifications, e.g., a man may experience prejudice or discrimination from a woman. Children also should be taught that those who are in the minority of any group are more vulnerable to human rights violations than those who constitute the majority.



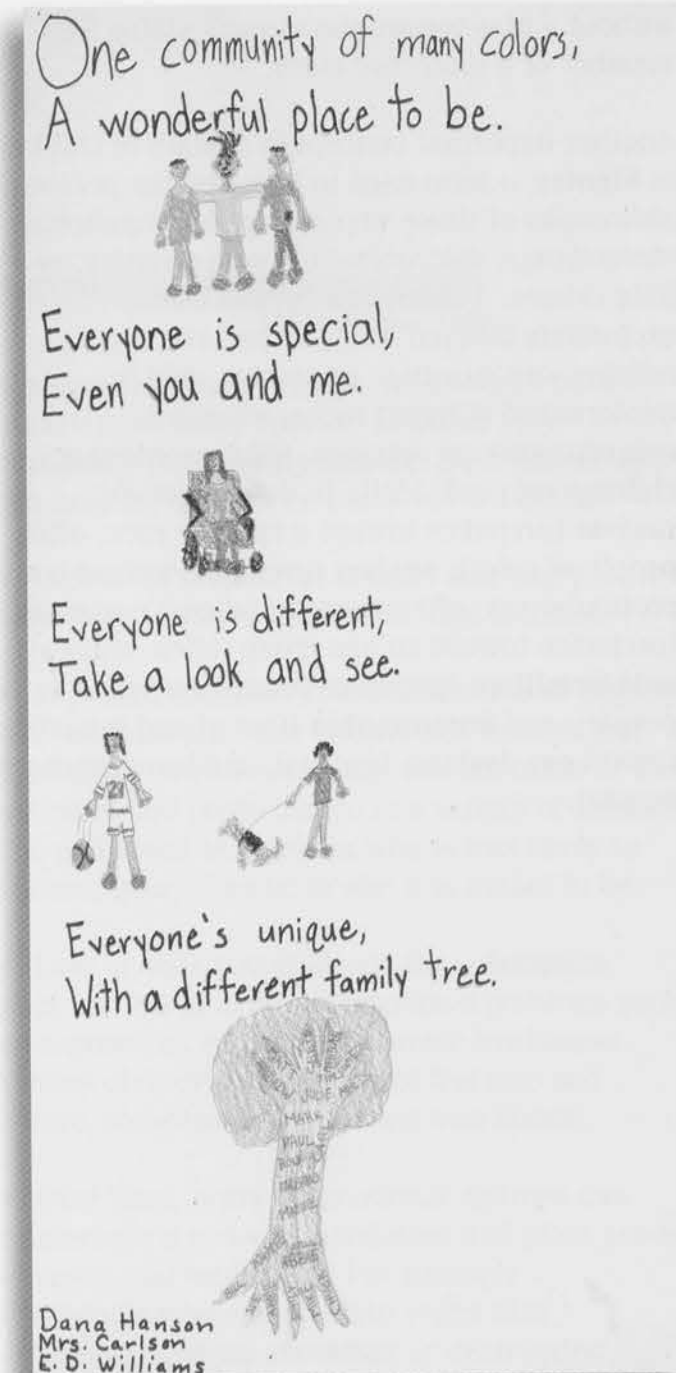
Abby Hays, 1998

What Types of Human Rights Violations Occur?

It is important to teach children to recognize various types of human rights violations. The following "ABCs of Prejudice and Discrimination" were developed by the Anti-Defamation League and the National Parents and Teachers Association, and published in a 1997 pamphlet, "What to Tell Your Child About Prejudice and Discrimination."

- **Prejudice:** Attitudes or opinions about a person or group simply because the person belongs to a specific religion, race, nationality, or other group. Prejudices involve strong feelings that are difficult to change. Prejudice is prejudging. A person who thinks, "I don't want (name of group) living in my neighborhood," is expressing a prejudice.
- **Stereotype:** Oversimplified generalization about a group of people. When people say that ALL members of a specific nationality, religion, race, or gender are "cheap," "lazy," "criminal," or "dumb," they are expressing stereotypes. All groups have both cheap and generous individuals. All groups have individuals who commit crimes. To label an entire group based on the actions of some is to engage in stereotyping. Even when a stereotype is positive, such as when people in one racial group are thought to be superior athletes, the consequences of stereotyping are negative.
- **Discrimination:** When people act on the basis of their prejudices or stereotypes, they are discriminating. Discrimination may mean putting other people down, not allowing them to participate in activities, restricting their access to work or to live in certain neighborhoods, or denying them something they are entitled to by right and law.

- **Scapegoating:** Blaming an individual or group when the fault actually lies elsewhere. Prejudicial attitudes and discriminatory acts can lead to scapegoating.



Dana Hanson
Mrs. Carlson
E. D. Williams

Dana Hanson, 1997

Children also should be told about the reality of “**hate crimes**” in our society. A “hate crime” is a crime motivated by a prejudice or a stereotype. Members of various groups have been attacked and beaten, simply because of their membership in those groups. Homes, places of worship, and cemeteries have been vandalized, based on the perpetrator’s prejudicial attitude. Under state and federal laws, “hate crimes” receive more severe punishments than the same crimes committed without a bias toward the victim’s status as a member of a protected class.

Another important concept to explain to children is **bigotry**, a term used to describe the personal philosophy of those who engage in prejudice, stereotyping, discrimination, scapegoating, or hate crimes. A **bigot** is a person who is exclusively devoted to his or her own race, religion, organization, or opinion, and is intolerant of different races, religions, organizations, or opinions. Other words that children may ask adults to define include: **racism** (prejudice toward a specific race, often people of color); **sexism** (prejudice toward one particular sex, often women and girls); **ageism** (prejudice toward an age group, often seniors); **anti-Semitism** (prejudice toward Jewish people); and **homophobia** (fear of and prejudice toward gay, lesbian, bisexual, and transgendered people).

Children should have some familiarity with the various laws that protect human rights. Federal and state laws prohibit discrimination in the following areas:

1. Employment (Hiring, Firing, Wages, Advancement, Conditions of Employment)
2. Housing (House Sales, Apartment Rentals, Evictions)
3. Public accommodations (Hotels, Rest Rooms)
4. Credit (Loans, Mortgages, Credit Cards)
5. Public Services (Public Transportation, Government Services)
6. Educational Institutions (Schools, Colleges)
7. Business Transactions (Stores, Service Providers, Restaurants)

“We can help make the world safe for diversity.”

John F. Kennedy
US President 1961-1963



Marie Jordan, 1994

Legislation does not protect anyone in one-to-one personal relationships that do not occur in one of the above settings. Children need to learn that discriminatory behavior in one’s personal life, although not illegal, can be just as upsetting and damaging to the victim. Some of these behaviors include:

1. Calling people hateful names
2. Shunning
3. Not allowing some people to participate in an activity
4. Singling out individuals for ridicule
5. Accusing others based on irrational suspicions
6. Disdainful looks or gestures
7. Bullying
8. Threatening comments
9. Teasing
10. Offering unequal benefits or gifts

What Are the Adverse Effects of Prejudice and Discrimination?

Initially, children will be able to comprehend the **negative impact on individuals, who are victims of prejudice**, long before they can understand the negative effects of prejudice on

communities and societies. All children have experienced some episode in which they personally felt unfairly treated. Such experiences can help them learn empathy toward others.

- Victims of prejudicial actions feel angry, hurt, helpless, insecure, vulnerable, and isolated.
- Repeated episodes of discrimination or bigotry tend to undermine the victim’s self-esteem and confidence, which eventually will affect his or her potential and performance in a variety of arenas. The end result is a person who is less likely to become everything he or she was meant to be.
- Loss of one’s potential, and the subsequent grief, can result in severe emotional problems such as depression, anxiety, and chronic fearfulness. Victims of discrimination do not feel safe and secure, sometimes even in their own homes.
- Over time, years of emotional distress can exacerbate a sense of alienation and plant seeds of revolt and retaliation. For example, individuals who explode into rages that culminate in mass shootings or destruction, often contend that they were teased or victimized for years prior to their aggressive outburst.

"It is how we use our lives that determines what kind of people we are."

- With legions of victimized people present in any society, the society's problem-solving abilities and overall performance is affected by this loss of potential.
- A group that experiences discrimination tends to become isolated from the rest of the community. This occurs by "reluctant choice," if the group decides that it simply is not worth trying to associate further with the greater community. Sometimes it is not by choice at all, even "reluctant choice." When discrimination extends into the areas of employment and housing, it can impoverish subgroups and isolate them in ghettos. Ghettos drain the resources of communities, consuming valuable time, money, and energy directed toward the new problems they create.
- If an entire society (e.g., country, racial group, religious community) develops a prejudicial attitude toward another society, there is greater potential for war between these societies.
- A community or society that allows discrimination and prejudice to exist will eventually spawn various types of organized hate groups that have the capability of corrupting the thinking of others, particularly vulnerable young people.
- Disenfranchised groups of people, who are isolated and bitter, often rebel with criminal acts or acts of open revolt.
- A society divided into warring factions is a society that is vulnerable to internal collapse and to external threat.

TECHNIQUES FOR TEACHING HUMAN RIGHTS VALUES TO YOUR CHILDREN

- **Re-evaluate your own values.**

Before renewing your efforts to teach your children human rights values, it may be helpful to examine whether there are prejudices and stereotypes to which you currently subscribe and may be modeling to your children. Most people harbor some prejudices that were learned in their youth or are the result of unfortunate experiences with a member of a specific group. The most important step is to recognize these beliefs for what they are, and to make a commitment to work on changing them and to stop expressing them, particularly in the presence of vulnerable children.

- **Integrate human rights values into your family life.**

One of the best ways to teach healthy values related to human rights is to “live them” everyday in the way you interact with your spouse/partner and your children. Make a conscious effort to show respect for the beliefs, feelings, and interests of all family members, and to make compromises based on that respect. Although parents must lead the family in its various endeavors, the opinions and feelings of children can certainly be taken into account before firm decisions are made. Discourage the concept of “winning at all costs” and encourage mediation and compromise. Insist that everyone in the family strive toward being respectful to all other members.



Kate Palen, 1995

- **Learn the basics of child discipline.**

Children do not benefit from punishment for the sake of punishment. Yelling, spanking, and long "sentences" in corners and bedrooms have been shown to be ineffective in improving behavior. Children respond best to firm, but controlled, reprimands that also communicate that you care about the child and about how he or she behaves. If a punishment does seem warranted due to the severity of the offense, a "natural consequence" can encourage new learning. A "natural consequence" is one that would naturally follow and/or correct the offense in question. For example, if your child shoplifts, insisting that your child pay for the item, apologize to the merchant, and listen to the merchant's distress will be more effective than taking away his or her television privileges. Bear in mind that rewards, praise, and other forms of positive reinforcement will have the most long-term impact on behavior. Even if a child has done something wrong, when he or she makes efforts to "right the wrong," praise should be quickly forthcoming.

- **Take every available opportunity to teach your child how to be kind to other living things.**

One excellent way to begin this process is to acquire a family pet. Even toddlers can learn, "Be nice to the puppy or the kitty." Acts of aggression toward pets need to result in quick consequences, perhaps a very short "time out" in the bedroom or a firm verbal reprimand. Take this opportunity to talk with your child about why it's important to treat the pet gently and also to model the appropriate behavior. The child can then be given an opportunity to try a more gentle touch, resulting in praise for improvement. The same techniques can be used to teach older children how to handle their younger siblings with kindness.

- **Concentrate on building your child's self-esteem.**

Children need consistent encouragement and praise, not only for good deeds and behavior, but also for the traits that make them unique and special. You cannot overdo this type of support, but too little of it will result in a child who is tentative about his or her self-worth. Children with good self-esteem are much less likely to engage in prejudicial thinking or behavior.

"Kids learn more from example than anything you say. I'm convinced they learn very early not to hear anything you say, but watch what you do."

Jane Pauley
American journalist



Lindsey McNichols, 1996

- **Teach the concept of fairness.**

This concept is relatively easy for children to understand. When a child's sibling appears to be benefiting more from a situation ("His piece of cake is bigger than mine"), you can demonstrate fairness by commenting that the situation is indeed unfair or unjust and by taking action to right the wrong. Once children learn the meaning of "fairness" (and it won't take long), the concept can then be applied to human rights violations. For example, if your child is engaging in taunting or shunning of another child, part of your efforts to stop this behavior could include the explanation that the behavior is "unfair" to the other child.

- **Introduce the concept of empathy.**

Using the example above (your child is taunting or shunning another child), you can continue the learning process by encouraging your child to experience empathy for the victim. Empathy involves being able to put yourself emotionally in another person's place. "How would you feel if you were being called names?" "How would you feel if someone made fun of your race, sex, disability, etc.?" "How would you feel if you were the one who was left out?" Once a child

experiences empathy, he or she is ready for a "natural consequence" of having to "make amends," e.g., apologizing to the other child, offering assistance to him or her, or trying to include the other child in play. All of your child's efforts in this regard should be enthusiastically praised.

- **Establish a family tradition of charity.**

Learning to give to others and care for others provides a basic foundation for understanding and supporting human rights issues. One of the best approaches to this lesson is to introduce your child to organized good deeds. For example, if the family takes part in a clothing or food drive, ask your children to help with the project as much as possible. Explain why others might need the gifts, and why it is important to help those who are less fortunate. If you choose to offer assistance to a friend or neighbor in some way, take your children along and let them help too. Reward your children for charitable acts, such as spontaneous sharing with their siblings or friends or including another child who is often left out. Start a dinner table ritual of having each family member think of one nice thing he or she did for someone else that day.



Julia Galkiewicz, 1994

• **Seek out and integrate diversity into your life and your child's life.**

Encourage your child to belong to organizations and teams that include children of different races and cultures. Look for positive role models for your children. Open your friendship circle to people who are different from yourself and introduce these friends to your children. Becoming accustomed to the presence of a variety of people from different walks of life will help your child learn tolerance. These experiences will also teach your child that people are much more alike than different.

Accompany your children to events, celebrations, and presentations that offer a learning experience about a specific ethnic group or culture. Your child will remember more if new knowledge is accompanied by food, music, and a sense of excitement and fun. Watch movies or television shows that show people of different races or cultures interacting positively. Introduce your child to books and music that stimulate discussions about diversity. Find out if your place of worship or a community group is working on promoting human rights issues and join them in this endeavor. If you can't find such a group, consider starting one.

*"I am only one; but still
I am one. I cannot do
everything, but still I
can do something; I will
not refuse to do the
something I can do."*

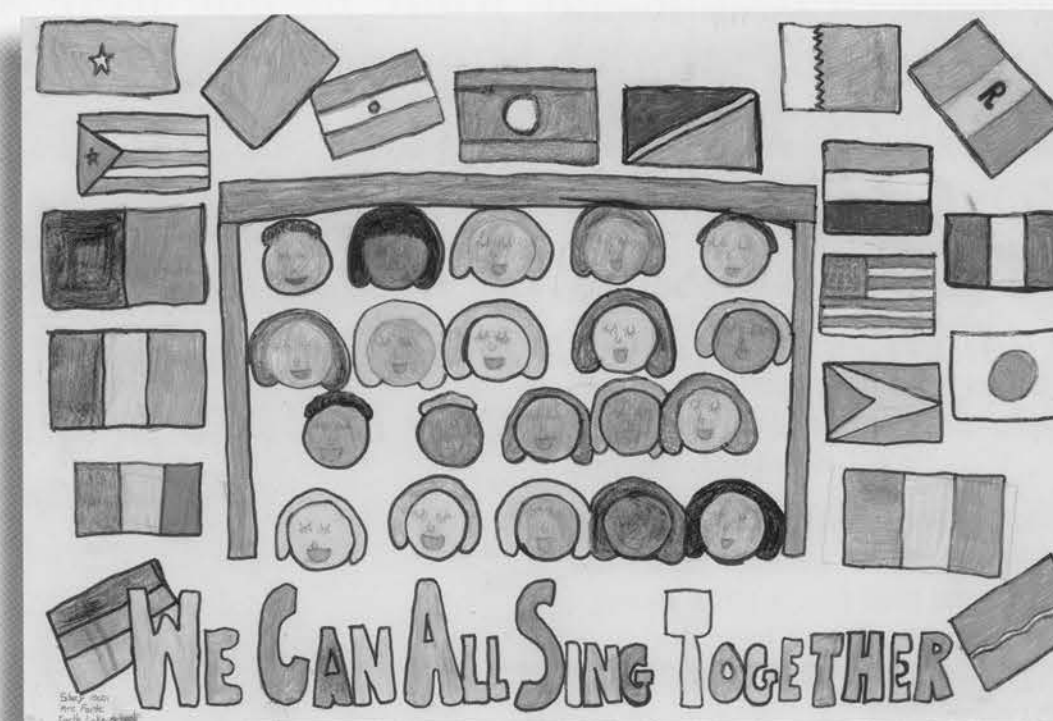
Helen Keller
US author & lecturer,
blind & deaf from the age of two.

• **Start working early on the issue of sexism.**

Studies indicate that girls start elementary school with the same level of confidence and self-esteem as their male counterparts. By the time they reach middle school, girls' self-esteem ratings and their general opinions about their sex have declined dramatically. Make it a priority to treat your sons and daughters in an egalitarian fashion and keep your expectations for both at the same level. Allow your children to pursue any reasonable interests they wish, even if your son is interested in something that has been traditionally considered feminine or your daughter wants to pursue a traditionally masculine interest. No psychological harm will come to a boy who cooks or a girl who plays hockey. Should your children, of either sex, engage in prejudicial comments about the opposite sex, deal with the situation with calm reprimands, discussion, and the assignment of a natural consequence such as an apology.

• **Teach by example.**

It is important for children to see and experience their parents behaving the way the parents wish the children to behave. When others around you make prejudicial remarks, tell bias-based jokes, or use racial slurs, take some action. Gently ask the other person to refrain from speaking that way around you and your children. Don't be afraid to indicate that it bothers you. If you hear a sexist or racist comment on television or the radio, make a comment to your child that you are uncomfortable hearing that sort of thing. Actively intervene on behalf of victims of bigotry and discrimination whenever you can. When you demonstrate courage, you are also teaching it to your children. Talk to your children about what they could say to their peers when they see or hear similar things happening at school or on the playground. It can be very helpful to role-play assertive responses, with your child and you switching between playing the role of the biased person and the role of the person who challenges that behavior.



Stacy Kern, 1998

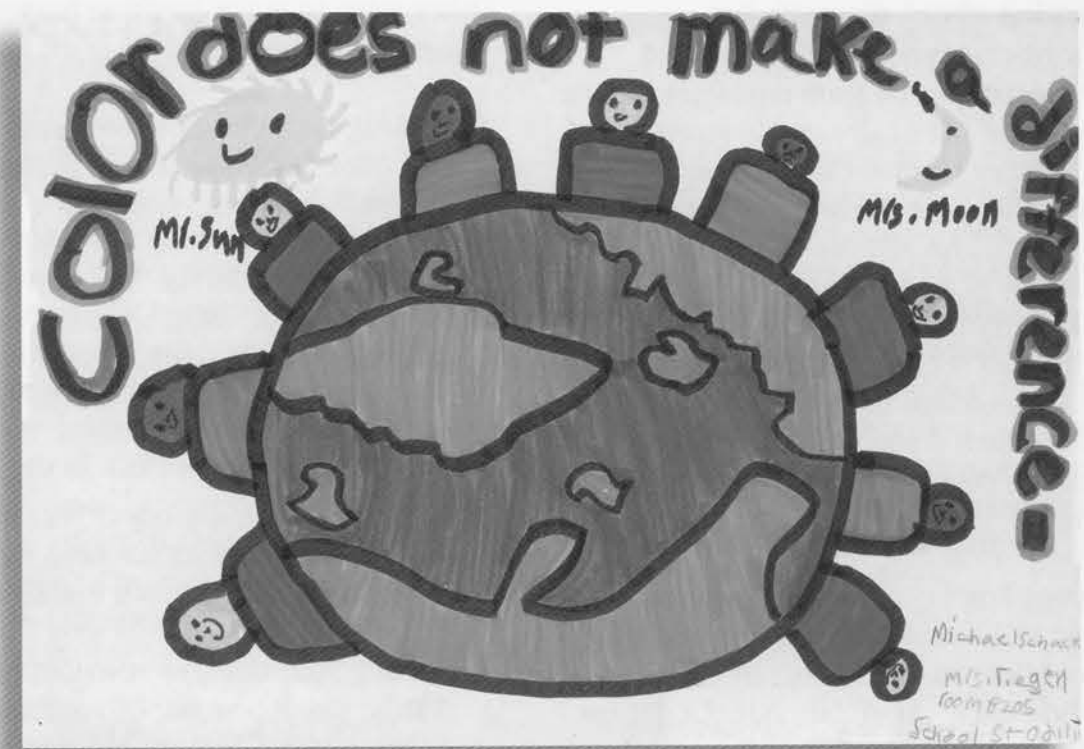
• **Answer your children's questions about human rights issues.**

The school yard is a place where children commonly experience bigotry or observe bigotry in action. Such experiences usually leave children confused and very distressed. Encourage your children to think independently and give them permission to question stereotypical comments they may have heard about themselves or others. If your children are the victims, they may be asking you, "Why don't they like us?" or blaming their family heritage, "Why aren't we white?...Why aren't we Christian?...Why do we talk funny?" It's hard for parents in this situation not to react with rage toward the perpetrator, not only for hurting their

children, but also for attacking who they are. Try to calm your temper and explain to your child that the biased children probably do not know any better, because their parents have not taught them about different types of people. Take this opportunity to teach your children the definitions of "prejudice," "stereotype," "discrimination," "scapegoating," "hate crime," and "bigotry." Remember that when children have been emotionally hurt by a biased attack, they need to hear positive comments specifically about themselves, to repair the self-esteem erosion that such an episode causes.

"One evening in early December 1955 I was sitting in the front seat of the colored section of a bus in Montgomery, Alabama. The white people were sitting in the white section. More white people got on, and they filled up all the seats in the white section. When that happened, we black people were supposed to give up our seats to the whites. But I didn't move. The white driver said 'Let me have those front seats.' I didn't get up. I was tired of giving in to white people."

Rosa Parks
My Story



Michael Schack, 1995

• **Tell your children about the history of various types of bigotry.** You may have to study yourself to get all of the facts straight, but no doubt you already know something about the following historical events or conflicts:

- Treatment of U.S. Native Americans by European settlers
- African slaves in the United States and the resulting U.S. Civil War, Abraham Lincoln, Harriet Tubman and the Underground Railroad
- The Holocaust, European extermination of Jews, Russians, Poles, gays, disabled people, and others
- Ireland's Protestant/Catholic civil war
- The Israeli/Palestinian conflict
- Cesar Chavez and the plight of the U.S. migrant worker
- History of the battles for women's rights throughout the world, including the U.S. struggle for the vote (Susan B. Anthony and Elizabeth Cady Stanton), and the later U.S. women's liberation movement of the 1960's (Betty Friedan, Gloria Steinem, etc.)

- Worldwide child labor violations
- U.S. Civil Rights Movement of the 1960's, desegregation of public facilities, the murder of freedom fighters, lynchings, battle for school integration, Martin Luther King, Jr., Rosa Parks, Julian Bond
- History of the treatment of gay, lesbian, bisexual, and transgendered persons, the New York City Stonewall Riots, assassination of San Francisco City Councilman, Harvey Milk
- Hate crimes (assaults, cross burnings, hate mail, death threats, vandalism)
- Historical treatment of persons with physical disabilities or with mental disorders, crusader Dorothea Lynde Dix

Your efforts to teach your children about these human rights "stories" can be supplemented with books, videos, and field trips to museums. Take advantage of the opportunity for discussion when you and your child happen to view a television program that touches on these topics.

• **Make learning about diversity fun.**

Children enjoy being read to and being told stories. They learn quickly from analogies. There are many excellent fairy tales, Bible stories, fables, and nursery rhymes that have helped children learn about compassion, courage, friendship, loyalty, and self-discipline. One of the best compilations of such stories is *The Book of Virtues: A Treasury of Great Moral Stories*, edited by William J. Bennett. As an example, we offer here "The Lion and the Mouse," one of Aesop's fables which demonstrates the power of kindness and the concept of "what goes around, comes around."

One day a great lion lay asleep in the sunshine. A little mouse ran across his paw and wakened him. The great lion was just going to eat him up when the little mouse cried, "Oh, please, let me go, sir. Some day I may help you."

The lion laughed at the thought that the little mouse could be of any use to him. But he was a good-natured lion, and he set the mouse free.

Not long after, the lion was caught in a net. He tugged and pulled with all his might, but the ropes were too strong. Then he roared loudly. The little mouse heard him, and ran to the spot.

"Be still, dear Lion, and I will set you free. I will gnaw the ropes."

With his sharp little teeth, the mouse cut the ropes, and the lion came out of the net.

"You laughed at me once," said the mouse. "You thought I was too little to do you a good turn. But see, you owe your life to a poor little mouse."

Other ways to make learning human rights values fun include:

- Seeking out children's television programming and videos that are based on the concept of the "morality play." Children of the 50's and 60's grew up watching this type of after-school television. The basic format will include heroes, often a mixed race team or a male and female team, who always get the bad guys and an ending in which justice prevails.
- Making up diversity-positive mottos and slogans and creating banners for the refrigerator door or your child's bedroom.
- Helping your children re-enact historical events, using homemade costumes, that were significant in advancing human rights.
- Designing a trivia game, based on historical human rights leaders and human rights triumphs, in which children get points for correct answers.

CONCLUSION

Hopefully, this booklet has provided some information and ideas that will be of assistance to you. Teaching children about human rights values is a difficult and complex task. Anticipate that your efforts will be temporarily disrupted by the efforts of others to teach your child their prejudicial attitudes. Remember that you cannot control all of the other influences upon your child's value system. Consistent rational rebuttal of unwanted attitudes is important, combined with a conscious effort to teach contrasting positive values. Lead by example. Your children are paying more attention to what you do, than what you say.

Anticipate that you will make mistakes. All parents do. Making amends for error is one of the most significant behaviors you can model to your children. Don't get discouraged by your mistakes. Learn from them and keep trying. Sustained knowledge, knowledge that lasts a lifetime, is learned from repetition and encountering the information in a variety of contexts. As long as you keep teaching the values discussed in this brochure, your children will eventually share them with you.



Angela Dayton, 1998

"We must weave a social fabric in which each diverse human gift will find a fitting place."

Margaret Mead
US cultural anthropologist

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CONTRIBUTORS

The Children of Shoreview, Minnesota. The illustrations throughout this booklet were drawn by fourth grade students, each of whom was a participant in one of five human rights poster contests. The contest is sponsored annually by the Shoreview Human Rights Commission to commemorate the anniversary of Martin Luther King, Jr.'s birth date. Students are asked to create a poster which includes pictures of people of different races and cultures interacting positively together. The purpose of the contest is to encourage students to focus on improving race relations, increasing cultural awareness, reducing prejudice, valuing of our differences, and the importance of unity over uniformity.

Members of the Shoreview Human Rights Commission: Richard Bokovoy, Carol Keyes, Kevin Lile, Sonja Dunnwald Peterson, Arthur Stillman, Julie B. Williams, Connie Yantes; Laurie Elliott, staff liaison.

Staff of the White Bear Lake Area Community Counseling Center (Owned and Operated by the City of White Bear Lake, Minnesota), 1280 North Birch Lake Boulevard, White Bear Lake, Minnesota 55110. Available for consultation at 651-429-8544.

Zwirn, Heidi, Manager, Blockbuster Video, 1038 Meadowlands Drive, White Bear Township, Minnesota 55110.



Claudia Vincze-Turcean, 1998

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Delaney, Sarah and A. Elizabeth, with Amy Hearth. *Having Our Say: The Delaney Sisters' First 100 Years*. (The story of two black sisters who were born in the late 1800's.) New York, NY: Kodansha International, 1993.

Dinkmeyer, Don Sr.; McKay, Gary D. & Dinkmeyer, Don Jr. *The Parent's Handbook*. (General parenting guidelines.) Circle Pines, MN: American Guidance Service, Inc., 1997.

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Duberman, Martin. *Stonewall*. (History of the gay liberation movement.) New York, NY: Dutton/Penguin Group, 1993.

Duke, Patty & Hochman, Gloria. *A Brilliant Madness: Living with Manic-Depressive Illness*. (Autobiographical. Coping with bipolar disorder.) New York, NY: Bantam Books, 1992.

Flowers, Nancy, Editor. *Human Rights Here and Now: Celebrating the Universal Declaration of Human Rights*. (Information and education activities for learning about the UN Universal Declaration of Human Rights.) Minneapolis, MN: Human Rights Educators' Network of Amnesty International USA, Human Rights USA, and the Stanley Foundation, 1998.

Grandin, Temple. *Thinking in Pictures: And Other Reports from My Life with Autism*. (Autobiographical. Living with autism.) New York, NY: Doubleday, 1995.

Griffin, John Howard. *Black Like Me*. (Nonfiction. Journal of a white man's experience posing as a black man.) New York, NY: Signet/Penguin Group, 1996, originally published in 1960.

Grimes, Tony, Editor. *Not the Only One*. (21 short stories by individuals who dealt with gay/lesbian issues as teens.) Boston, MA: Alyson Publishers, 1994.

Halberstam, David. *The Children*. (Historical account of the 1960's civil rights movement.) New York, NY: Random House, 1998.

Hately, Barbara "BJ" & Schmidt, Warren H. *A Peacock in the Land of Penguins: A Tale of Diversity and Discovery*. (A story of differences.) San Francisco, CA: Berrett-Koehler Publishers, 1997.

Herrmann, Dorothy. *Helen Keller: A Life*. (Biography. Overcoming visual and auditory impairment.) New York, NY: Random House, 1998.

Marcus, Eric. *Is it a Choice? Answers to 300 of the Most Asked Questions About Gays and Lesbians*. (Information about gay and lesbian people.) San Francisco, CA: Harper-Collins, 1992.

Nasar, Sylvia. *A Beautiful Mind*. (Biography of John Nash, Nobel Prize winner and victim of schizophrenia.) New York, NY: Simon & Schuster, 1998.

Sherr, Lynn. *Failure is Impossible: Susan B. Anthony in Her Own Words*. (Biographical. Susan B. Anthony's efforts on behalf of women's rights.) New York, NY: Times Books/Random House, 1995.

Sutin, Jack and Rochelle. *Jack and Rochelle: A Holocaust Story of Love and Resistance*. (Autobiographical. Holocaust experience.) Saint Paul, MN: Graywolf Press, 1995.

Takaki, Ronald T. *Strangers from a Different Shore: A History of Asian-Americans*. (Historical information. Asian-Americans.) Boston, MA: Little Brown, 1989.

Yolen, Jane. *The Devil's Arithmetic*. (Fiction. Holocaust theme.) New York, NY: Viking Kestrel/Penguin Group, 1988.

SUGGESTED READING (Children)

Bradley, Catherine. *What Do We Mean by Human Rights? Freedom of Movement*. New York, NY: Franklin Watts, 1998.

DeRuiz, Dana Catherine & Larios, Richard. *LaCausa: The Migrant Farmworkers' Story*. (A children's story about migrant farmworkers.) New York, NY: Steck-Vaughn Company, 1993.

Dwyer, Kathleen M. *What Do You Mean I Have a Learning Disability?* (A children's story about having a learning disability.) New York, NY: Walker and Company, 1991.

Garland, Sherry. *The Lotus Seed*. (A story of one Vietnamese family's flight to freedom.) Orlando, FL: Harcourt Brace & Co., 1993.

Geisel, Theodor Seuss (Dr. Seuss). *The Sneetches and Other Stories*. (Children's fiction, ages 4-8. Acceptance/tolerance theme.) New York, NY: Random House, 1961, originally published in 1953.

Hacker, Carlotta. *Great African Americans in History*. New York, NY: Crabtree Publishing Company, 1997.

Haughton, Emma. *What Do We Mean by Human Rights? Rights in the Home*. New York, NY: Franklin Watts, 1997.

Hirst, Mike. *What Do We Mean by Human Rights? Freedom of Belief*. New York, NY: Franklin Watts, 1997.

Hong, Maria. *Growing Up Asian American*. (Essays that discuss what it means to be both Asian and American are thoughtfully explored.) New York, NY: Morrow & Co., 1993.

Igus, Toyomi. *Book of Black Heroes: Great Women in Struggle*. Orange, NJ: Just Us Book, Inc., 1991.

Kindersley, Anabel. *Children Just Like Me: Celebrations*. (UNICEF sponsored book about different celebrations by different cultures around the world.) New York, NY: DK Publishing, Inc., 1997.

Kindersley, Barnabas & Anabel. *Children Just Like Me*. (UNICEF children's book about children from different cultures and backgrounds.) New York, NY: DK Publishing, Inc., 1995.

Mochizuki, Ken. *Baseball Saved Us*. (A young Japanese boy, interned during WWII, tells of his father's efforts to lift morale by building a baseball field.) New York, NY: Lee & Low Books, 1993.

O'Connor, Maureen. *What Do We Mean by Human Rights? Equal Rights*. New York, NY: Franklin Watts, 1998.

Okimoto, Jean Davies. *A Place for Grace*. (Overcoming obstacles and helping the hearing-impaired with the help of Grace, a delightful little dog.) Seattle, WA: Sasquatch Books, 1993.

Prior, Katherine. *What Do We Mean by Human Rights? Workers' Rights*. New York, NY: Franklin Watts, 1997.

Sherrow, Victoria. *Freedom of Worship*. Brookfield, CT: The Millbrook Press, 1997.

Steele, Philip. *What Do We Mean by Human Rights? Freedom of Speech*. New York, NY: Franklin Watts, 1997.

Tombert, Ann. *Bamboo Hats and a Rice Cake*. (Adapted from Japanese folklore, the importance of kindness and faith are demonstrated as a penniless man tries to sell his wife's wedding kimono in order to buy rice cakes to celebrate the New Year.) Westminster, MD: Crown Publishers, Inc., 1993.

Whelan, Gloria. *Goodbye, Vietnam*. (Novel. Refugees flee Vietnam during the war and arrive in the United States determined to build a new life.) New York, NY: Knopf Publishing, 1992.

Wiener, Lori S.; Best, Aprille; & Pizzo, Phillie. *Be a Friend: Children Who Live with HIV Speak*. (A compilation of short stories and poems written by children with HIV.) Morton Grove, IL: Albert Whitman & Company, 1994.

"America is a tune. It must be sung together."

Gerald Stanley Lee
US Clergyman & writer

SUGGESTED VIEWING

The following list of movies and videos is offered to parents to increase their knowledge, awareness, and sensitivity to various groups who have experienced oppression and prejudice. Due to controversial subject matter and depiction of actual violence experienced, many of these films are rated "R" or "restricted to 17 years of age or older, unless accompanied by an adult." Hence, most of these films are not recommended for viewing by young children. However, you may find them a helpful way of creating discussion with older adolescents. The movies that are marked "Not Rated" are older films that were produced before the existence of rating systems.

AFRICAN AMERICAN/U.S. SLAVERY/SEGREGATION

Amistad, 1997 (R)
Beloved, 1998 (R)
Glory, 1989 (R)
In the Heat of the Night, 1967 (Not Rated)
The Jesse Owens Story, 1984 (Not Rated)
To Kill a Mockingbird, 1962 (Not Rated, Mature)
Mississippi Burning, 1988 (R)
Roots, Television Mini-Series, 1977 (TV-Mature)
Rosewood, 1997 (R)
Separate but Equal, 1991 (PG-13)

NATIVE AMERICAN

Dances with Wolves, 1990 (PG-13)
Jim Thorpe - All American, 1951 (Not Rated)
Little Big Man, 1970 (PG)
Thunderheart, 1992 (R)

LATINO

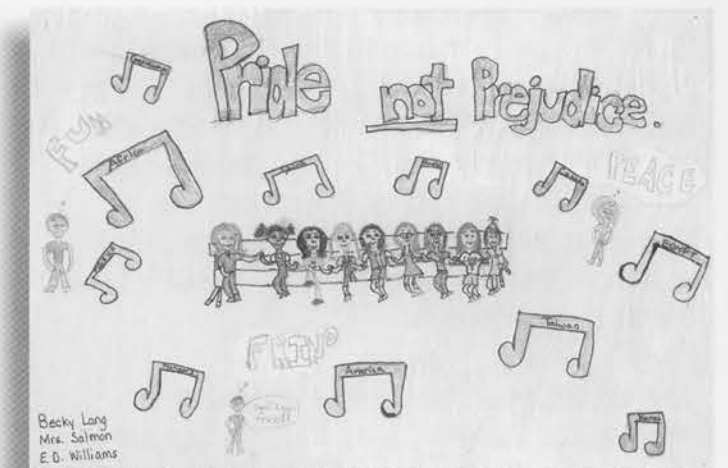
Selena, 1997 (PG)
Stand and Deliver, 1988 (PG)
West Side Story, 1961 (Not Rated)

WOMEN'S RIGHTS

G.I. Jane, 1997 (R)

PROTESTANT/CATHOLIC IRISH CONFLICT

In the Name of the Father, 1993 (R)
Michael Collins, 1996 (R)



Becky Lang, 1998

HOLOCAUST

Cabaret, 1972 (PG)
The Diary of Anne Frank, 1959 (Not Rated)
The Garden of the Finzi-Continis, 1970 (R)
Schindler's List, 1993 (R)

GAY, LESBIAN, BISEXUAL, TRANSGENDER RIGHTS

The Celluloid Closet, Documentary, 1996 (R)
The Children's Hour, 1961 (Not Rated)
The Incredibly True Adventure of Two Girls in Love, 1995 (R)
Maurice, 1987 (R)
Philadelphia, 1993 (PG-13)

EMOTIONAL/DEVELOPMENTAL DISABILITY

One Flew Over the Cuckoo's Nest, 1975 (R)
Rain Man, 1988 (R)
Shine, 1996 (PG-13)
The Snake Pit, 1948 (Not Rated)
The Three Faces of Eve, 1957 (Not Rated)
What's Eating Gilbert Grape, 1993 (PG-13)

PHYSICAL DISABILITY

Coming Home, 1978 (R)
The Elephant Man, 1980 (PG)
The Man Without a Face, 1993 (PG-13)
Mask, 1985 (PG-13)
The Miracle Worker, 1962 (Not Rated)
The Miracle Worker, 1979 (TV-Mature)
My Left Foot, 1989 (R)

THE SHOREVIEW HUMAN RIGHTS COMMISSION

The Shoreview Human Rights Commission was re-established in 1992 to act in cooperation with the Minnesota Department of Human Rights and the City Council to ensure and promote human rights within the City of Shoreview. The Commission is composed of seven to nine residents who are appointed by the City Council for three-year terms.

The Commission has been involved in developing, implementing and refining several projects within the community. These include:

- An annual Art Poster Contest for fourth graders commemorating Martin Luther King, Jr.'s birthday, with the theme "One Community of Many Colors"
- An Essay Contest for seventh graders focusing on a current human rights issue
- A Human Rights Recognition Award, presented to individuals or businesses who promote human rights
- Development of the City's bias/hate crimes response plan

The activities of the Commission are directed toward developing educational programs and increasing awareness of human rights issues, coordinating efforts with other human rights commissions, advising and making recommendations to the City Council, and giving direction and encouragement to individuals and agencies working in the area of human rights. The Commission is also an active participant in the League of Minnesota Human Rights Commissions.

The Commission is dedicated to ensuring the citizens of Shoreview have equal opportunities and rights as defined by the Minnesota Human Rights Act, Chapter 363 of the Minnesota Statutes, and keeping the City of Shoreview a livable, welcoming community.

The Shoreview Human Rights Commission would like to acknowledge and thank the Shoreview City Council for their support in making this project possible.



Candice Bardeaux, 1996

"So I say to you, my friends, that even though we must face the difficulties of today and tomorrow, I still have a dream. It is a dream deeply rooted in the American dream that one day this nation will rise up and live out the true meaning of its creed—we hold these truths to be self-evident, that all men are created equal."

Martin Luther King, Jr.
Civil Rights Leader & 1964 Nobel Peace Prize Recipient

For additional copies of this brochure, contact the Shoreview Human Rights Commission at the City of Shoreview, 4600 North Victoria Street, Shoreview, MN 55126. Or call (651) 490-4600. Or e-mail us at postmaster@shoreviewmn.com