

**PROPOSED AGENDA  
CHASKA HUMAN RIGHTS COMMISSION  
CHASKA CITY HALL  
THURSDAY, MARCH 22, 2018  
6:30 PM**

1. Roll Call

2. Adopt The Agenda

Documents:

[03-22-18 PROPOSED AGENDA.PDF](#)

3. Open Forum/Guest Presentation - Metro Agency On Aging

4. Welcome And Introduction Of Newly Appointed Chaska Human Rights Commission (HRC)  
Members: Regular Member - Celi Haga; Alternate Member - Sarah Carlson

5. Approve Minutes Of February 22, 2018 HRC Meeting

Documents:

[HRC 2-22-2018 MEETING MINUTES\\_DRAFT.PDF](#)

6. Treasurer's Report

6.I. League Of Minnesota Human Rights Commissions Dues

7. Unfinished Business

7.I. 2018 HRC Secretary

7.II. 2018 HRC Initiatives:

7.III. 2018 "Theme" – Homelessness Or Hunger

7.III.i. Discussion Topics:

7.III.i.1. How To Tie Into All HRC Events

7.III.i.2. Possible Homelessness Or Hunger Education/Awareness Event

7.III.i.3. Updates On Transitional Housing Project

7.III.i.4. Assign Point Person

7.IV. Pow Wow, May 2018

7.IV.i. Update By Donzel Leggett

7.V. River City Days, July 2018

7.V.i. HRC Booth At River City Days – Update By Lisa White

7.V.ii. 2nd Annual Cultural Heritage Day At Chaska River City Days – Update By Robert Kim

7.VI. MLK Breakfast, January 2019

7.VI.i. Nominees For Chaska Human Rights Award?

7.VI.ii. Update By Jeff Filipek

8. Other Business

9. Adjourn

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**6:30 P.M.**

- 1) Roll Call
- 2) Adopt the Agenda
- 3) Open Forum/Guest Presentation - Metro Agency on Aging
- 4) Welcome and introduction of newly appointed Chaska Human Rights Commission (HRC) Members: Regular Member - Celi Haga; Alternate Member - Sarah Carlson
- 5) Approve Minutes of February 22, 2018 HRC Meeting
- 6) Treasurer's Report
  - a) League of Minnesota Human Rights Commissions Dues
- 7) Unfinished Business
  - a) 2018 HRC Secretary
  - b) 2018 HRC Initiatives:
    - i) 2018 "theme" – Homelessness or Hunger
      - (1) Discussion Topics:
        - (a) How to tie into all HRC events
        - (b) Possible Homelessness or Hunger Education/Awareness Event
        - (c) Updates on Transitional Housing Project
        - (d) Assign Point Person
    - ii) Pow Wow, May 2018
      - (1) Update by Donzel Leggett
    - iii) River City Days, July 2018
      - (1) HRC booth at River City Days – Update by Lisa White
      - (2) 2nd Annual Cultural Heritage Day at Chaska River City Days – Update by Robert Kim
    - iv) MLK Breakfast, January 2019
      - (1) Nominees for Chaska Human Rights Award?
      - (2) Update by Jeff Filipek
- 8) Other Business
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Next Meeting: Thursday, 6:30 PM, April 26, 2018

**DRAFT MINUTES**  
**CHASKA HUMAN RIGHTS COMMISSION**  
**CHASKA CITY HALL**  
**THURSDAY, FEBRUARY 22, 2018**  
**6:30 P.M.**

Meeting started at 6:41

1. Roll Call – Chair Robert Kim, Vice Chair Barbara Colhapp, Judy Dunbar, Jeff Filipek, Donzel Leggett, Jen Welvaert, Lisa White (Alt)

Absent: Celi Haga, Sarah Carlson (Alt)

2. Adopt the Agenda

Filipek asked for time in new business to discuss meeting time options.

Motion: Colhapp as amended

Second: Leggett

Motion Passed

3. Open Forum - None

4. Welcome and introduction of newly appointed Chaska Human Rights Commission (HRC) Members: Regular Members – Judy Dunbar and Celi Haga; Alternate Member #1 - Sarah Carlson; Alternate Member #2 - Lisa White

As a way to get to know each other with four new members recently appointed, Kim asked all members to introduce their selves, tell about their interest in the Human Rights Commission, amount of time they have lived in the community and anything else they would like to share. All Commissioners replied.

5. Approve Minutes of January 25, 2018 HRC Meeting

Motion: Welvaert

Second: Filipek

Motion Carried.

6. 2018 HRC Officers

Kabat explained the process to nominate officers to the group. The Commission is expected to determine who will fill the leadership positions. The recommendation that the Commission makes would be submitted to the City Council for approval. Typically, the Council's approval of Commission leadership is done by consent agenda. The group was reminded that Kim is the current Chair, Colhapp is the current Vice-Chair, and Kabat serves as Secretary and Treasurer. Kabat suggested he is willing to continue in his roles if the Commission desires.

Leggett nominated Welvert as Chair. He supported his recommendation by noting the energy she has brought to the commission and the work she has done in the community in a number of areas. Leggett pointed to Welvert's work at the River City Days booth and her help with the MLK Day event.

Filipek suggested that the Commission should think about board development practices and succession planning. He suggested that sometimes providing an opportunity for a person to serve in a vice-chair role to learn more about holding that leadership position. Filipek asked whether Kim and Colhapp would be interested in continuing in their current roles. Kim stated that he is interested in remaining Chair. Colhapp stated that she is not interested in continuing to serve as Vice-Chair. Filipek suggested that an option could be to make Welvaert the Vice-Chair and Kim the Chair to provide the opportunity for Welvaert to learn over the coming year in preparation for a future chairship.

Chair:

Motion: Leggett motioned for a voice vote for Chair with Kim and Welvaert as the nominees.

Second: Colhapp.

Filipek: Kim

Colhapp: Welvaert

Leggett: Welvaert

Chair Kim: Kim

Dunbar: Abstain

Welvaert: Welvaert

White: Welvaert

As a result of the vote, Welvaert was elected Chair with four votes in favor. Kim ceded the meeting to Welvaert.

Welvaert asked for nominations for Vice-Chair. Filipek expressed that he is not interested. Kim expressed that he is not interested. Leggett recommended Dunbar.

Vice Chair:

Motion: Leggett motioned to hold a vote for Dunbar as Vice-Chair

Second: Colhapp

Motion Carried

Kim suggested that Secretary and Treasurer need to be voted on. Kim stated that Kabat has been Secretary and Treasurer in the past. White suggested that Haga has expressed interest in the Secretary role, but with Haga being absent would like for her to confirm. Kabat stated that he would continue to serve in the two roles as long as the Commission desires, and Haga could potentially take the role on in the future if she would like. Kabat suggested that the decision could be tabled until Haga is at the meeting.

Secretary:

Motion: Leggett motioned to table the election of Secretary until the next meeting.

Second: White

Motion Carried

Treasurer:

Motion: Kim motioned for Kabat to serve as Treasurer

Second: Dunbar

Motion Carried

7. Treasurer's Report  
No new expenditures to report

(A). League of Minnesota Human Rights Commissions Dues

Kim provided background information that the HRC has had challenges connecting with the League in the past few years. He mentioned that about two or three years ago the HRC participated in the essay contest, but it didn't go well. Kim suggested that membership with a larger entity would be positive, but it doesn't seem like this group is functioning well right now. White asked whether it might be good to discontinue membership and see whether the organization improves. Kim agreed with that idea. Welvaert asked for more information about the challenges with the essay contest. Kim stated that the HRC had trouble with participation and were challenged to get teacher buy-in to encourage participation. Colhapp mentioned that the quality of the essays wasn't very high either. Filipek agreed that it may be a good thing to wait for them to develop more. Leggett asked whether past membership has provided value. Colhapp explained that in the past the League was very helpful and provided a lot of assistance and training and conventions of HRCs were held. Welvaert asked what the downside of not paying would be. Kabat responded that the Chaska HRC wouldn't be members as a result. The group agreed that waiting for next year to be a member would be good to see how they develop. Leggett indicated he would like to know a little more before making a decision. Leggett recognized that as a membership-based organization, he would be concerned that not paying dues would hurt their recovery.

The group agreed that several questions could be asked to learn more and inform a decision at the next meeting.

- Do they meet?
- Are they trying to develop their Board?
- How are the current/future Board members chosen?
- What happened that membership has declined and what is the vision going forward to rebuild?

Kabat agreed to follow up on the questions identified and report back.

8. Unfinished Business

(A). Outreach, Education, Visibility, and Public Relations

(1). 2018 HRC Goals and Initiatives – Proposed Ideas from January meeting:

Kim shared that a new idea has come up recently that the Metro Agency on Aging is asking to come present to the group at the next meeting. Kim explained that this group works throughout the state to advocate for Alzheimer's, dementia, and aging topics. He explained that Chanhassen and Hopkins have worked with them to become designated Alzheimer's Friendly Communities. Kim stated that he would like to invite their executive director to come to the next meeting. Filipek shared that this is a topic that hits home with him and his family, and stated that this is a topic that will continue to grow in importance as the general population ages and Baby Boomers enter their older years. Kim added that the aging population is as much within the HRC purview as any other group. The group agreed to extend that invitation for March 22nd. Kim stated that he has suggested the presentation be limited to 15 min with Q&A to follow. Kim agreed to continue to be the point of contact for this topic.

White asked about the Facebook page. Kabat suggested that topic be revisited in the summer after the new Communications Manager has had time to get settled into his position.

Dunbar asked about the Pow Wow and for a status update. Kabat recommended that a point of contact be designated for the Pow Wow to reach out to that group and work to advance the relationship between meetings. Welvaert and Filipek summarized that the needs were for volunteers, and promotion. Welvaert stated the group also needs to learn more about the date, time, and location of the event. Leggett agreed to be the point person.

Welvaert shared that she created a Google Docs list of the MLK event attendees. She offered to share the document with the group. Filipek reminded the group that the list is intended to be used for future MLK Day events and other Human Rights Commission related events. Welvaert suggested that before using the list, that it be discussed by the Commission.

Welvaert brought up that the group should continue to think about Human Rights Commission award nominees to develop a running list. Filipek asked whether Hometown Holiday has always been the venue to present that award. Kim and Colhapp confirmed. Kim suggested that the MLK Day event may be a better fit for presenting the award. The group agreed with his suggestion. Leggett explained that the Minneapolis event does something similar to highlight groups that are doing community work, and that often includes a video. Leggett said he would recommend selecting the winner in October to provide time for a video if the group is interested in doing that.

Welvaert asked Kim about River City Days materials in the basement of City Hall. Kim confirmed that a couple boxes of items are in the City Hall Basement in addition to a tent. Kabat offered that he can help bring Welvaert into the basement to review the items. Kim stated that he agrees giveaways are useful to bring people to the tent, but questioned how much time is needed to be dedicated to developing items. Kim suggested that an inventory of the items could be created to share with the group, and focus more on engaging with tent visitors. Dunbar said she thinks it would be helpful for the members to be prepared to engage in a discussion about human rights. White agreed that seeing the items would be helpful for new members to learn and be prepared to engage at the booth. Filipek said helping new members to develop their "elevator speech" would be helpful. Leggett stated that he thinks the booth can be an important tool to recruit and engage the next generation of people to be interested in human rights and getting involved in the community. Kim stated he thinks every event is an opportunity to engage with people about human rights topics. Welvaert said she agrees with that point. Filipek suggested that one or two people be identified as the point person for each event to help shepherd the event forward. Dunbar stated the Human Rights Commission booth at River City Days helped her learn about the Commission and lead to her appointment to the Commission. White agreed to be the point person for the River City Days Booth, Colhapp and Dunbar agreed to assist.

Filipek asked about the Cultural Heritage Days at River City Days. Kim reminded the group that is separate from the booth. He stated the bulk of the planning, financing, coordination of that even was led by River City Days in 2017. Kim stated that the event was well received. Cultural Heritage Days was done to grow the River City Days event and promote diversity and inclusiveness in the City. The 2017 event built on the 2016 Latino Days by bringing in a broader selection of groups. Filipek asked whether the HRC would support the Cultural Heritage Days again. Kim sated that the HRC would need to decide whether it wants to support the event again, and to what

extent. Kim said that the event will go forward whether the HRC is involved or not because it is an event sponsored and run by River City Days, but support of the HRC is welcomed. Welvaert said she thinks it would be a good event for the HRC to support and asked how the HRC can be most useful in that role. Kim stated that fundraising and sponsorship would be one area that assistance would be helpful. Last year, the HRC did not contribute funds. Filipek said the HRC can help with promotion. Dunbar said a lot of money went unspent by the HRC last year, so there could be room to contribute this year. Kim agreed to be the point person for that event as planning proceeds.

9. Other Business

(A) Meeting Time options

Filipek suggested with so many new members, it may make sense to consider what time is best for the group. Kabat said that the group has ability to set its time as long as the time is advertised to the public in advance. Leggett said he would be able to move up to 6:00, but would not be able to begin sooner. He also stated he would appreciate the group working more efficiently to get through the agenda more quickly. The group agreed to keep the meeting at 6:30 with focus on sticking to an hour and a half for meeting length.

Kim talked about his concern that while many things were discussed tonight, major initiatives were not given time for discussion. Leggett suggested that the group has discussed homelessness and the transitional housing facility several times. Leggett stated his impression is that the group has interest in working on this topic and exploring ways to support the transitional housing facility. Kim proposed the idea to host a forum in the fall to build on the first forum Homeless in my Hometown working with the transitional housing group. Filipek suggested that this topic be put at the top of the agenda at the next meeting. Colhapp suggested that time be assigned to each meeting item.

Dunbar informed the group of a Somali Art Show at the Arboretum on March 3 – April 22. Reception, noon-4 on March 22. Thanked Kim for meeting with the new members and providing a packet of introductory information.

10. Adjourn at 8:30 pm

Motion: Colhapp

Second: Filipek

Motion Carried.