

City of Northfield

City Hall 801 Washington Street Northfield, MN 55057 northfieldmn.gov

Legislation Text

File #: 19-911, Version: 1

Human Rights Commission Meeting Date: June 13, 2019

To: Human Rights Commission

From: Beth Kallestad, Program Coordinator

Staff Report - Future Agenda Items.

Action Requested:

The Northfield Human Rights Commission discusses process for submitting agenda items to staff.

Summary Report:

City staff prepare the agendas with assistance from the Chair. All HRC members are welcome to submit agenda topics.

The following is the suggested process for agenda items:

- 1. Staff (Beth) will send out an email to all HRC members a week before items are due as a reminder.
- 2. When sending items you'd like considered for inclusion please include any attachments or power points you would like shared. Also provide some background such as: This item is informational and should take about 10 minutes to share with HRC.
- 3. As the HRC worked so hard on the thoughtful Strategic Plan in 2018 that was developed and approved by the entire HRC we want to honor that and focus our time/effort on the 3 priority items. When you send in a suggestion for the agenda, please not which of these priorities it relates to. If an item doesn't fit a priority it will be given less time on the agenda and/or may not fit that particular meeting's agenda.

<u>Strategic Priority #1:</u> To better reflect and include all of Northfield in city policy and planning, we should increase Diversity of Northfield Boards and Commissions.

<u>Strategic Priority #2:</u> To make a more welcoming community, we should increase bilingual staff at City Hall, Safety Center, and School District.

<u>Strategic Priority #3:</u> To build a long-term foundation for cultural inclusion, work to increase and sustain the participation of minority youth in Northfield's many athletic, art and cultural extra-curricular programs and activities.

- 4. About 10 days before the meeting staff and HRC Chair review items/agenda and staff creates agenda packet.
- 5. Staff finalize agenda and send out to HRC 7 days before the meeting.

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Alternative Options:

NA

Financial Impacts:

NA

Tentative Timelines:

NA