

Meeting minutes Human rights commission

Members present: Andrea Alvarez, Lee Conlife, Jackie Kay, Daniel Bashore, Otoha Masaki, Isabel Anderson, Catherine Lawler Turnbull

Members absent: Celia Anderson,

Staff present: Pat Coleman, community engagement coordinator

1. Call to order – roll call – 6:06pm
2. Approval of agenda

A motion was made by Commissioner Alvarez, seconded by Commissioner Kay, to approve the agenda of the August 19, 2025 meeting. Motion carried
3. Approval of minutes

A motion was made by Commissioner Bashore, seconded by Commissioner Alvarez, to approve the meeting minutes of the June 24, 2025 meeting. Motion carried
4. Old business
5. New business
 - a. Human Rights Commission Check-In with City Council September 8, 2025

Mr. Coleman reminded the commission that their scheduled check-in with the City Council was set for September 8, 2025. The meeting aimed to give the commission an opportunity to update the Council on their progress in addressing the approved items outlined in their workplan. It also served as a forum for the Council to offer feedback and suggest any additional guidance as needed.

Following this, commission members worked together to develop a PowerPoint presentation to visually support their report during the meeting.
 - b. Welcome Week

Mr. Coleman stated to the commission that Welcome week was set to take place from September 12-21, 2025. He informed the commission that there would be 4 initiatives that the city plans to carry out during that time which includes: Community member stories shared through social media, welcoming business free window clings, a community resource guide, and an opportunity to engage residents in person at the Vision 4.0 town hall at Aquilla Park on September 20, 2025. Commissioners were encouraged to spread the word to their networks

c. Resource Flyer

Commissioners took the opportunity to review a resource flyer that would be available to commissioners to distribute to community members during outward facing city events.

As a result of this review, the consensus of the commission was that they would appreciate if the flyer reflected resources more geared towards community resources for those whose human rights could potentially be affected by the political climate.

Mr. Coleman stated that he would take the flyer and the information back to the city staff for further review.

6. Kudos

Commissioner Lawler Turnbull gave Commissioner Bashore kudos for his decision to run for city council.

7. Work group/subcommittee updates

a. Work group updates

Commissioner Lawler Turnbull gave the commission a recap on the Ice Cream Social and the Banned Book Brunch. The recap included the successes of the event, things that she hopes the commission can work towards next year, and expressing gratitude to those commissioner that participated by either assisted in planning, advertising, and attending the event.

8. Chair and staff updates

a. Vision 4.0

Mr. Coleman reminded the commission that the engagement period for vision 4.0 ends at the end of September. At the time, over 300 surveys had been collected. He also detailed upcoming in-person events that commissioners could engage in including the St. Louis Park Art Fair September 6 and the Basketball in the Park August 28.

Additionally, he update the commission on the dates for the upcoming vision 4.0 town hall events, which were set to take place September 16, virtually and September 20 at Aquilla Park.

b. Current Appointment Process

Mr. Coleman updated the commission on the status of the current appointment process. All new appointments were set to be approved by city council on September 2, 2025. These appointments included youth commissioners and commissioner to be appointed to fill the newly transitioned regular member seats which previously were school district appointed seats.

9. Other business

Human rights commission meeting
Catherine Lawler

- 10. Future agenda planning
- 11. Adjournment – 7:17 p.m.

Pat Coleman, liaison

Catherine Lawler, chair member

Meet the St. Louis Park Human Rights Commission is meeting in person at St. Louis Park City Hall, 5005 Minnetonka Blvd in the Westwood Room on 3rd Floor. Members of the public can attend in person.

Visit www.stlouispark.org/government/boards-commissions to view the agenda and reports.

Agenda

1. Call to order
2. Approval of agenda
3. Approval of minutes
 - a. Human Rights Commission Meeting minutes of August 15, 2025
4. Old business
 - a. Human Rights Commission Check-In with City Council September 8, 2025
5. New business
 - a. Axtell Group: St Louis Park Police Department
 - b. Human Rights Award 2026
 - c. Workplan Updates
6. Kudos
7. Work group/subcommittee updates
 - a. Workgroup Updates
8. Chair and staff updates
 - a. Vision 4.0
9. Other business
10. Future agenda planning
11. Adjournment

Future meeting/event dates:

- October 21st
- November 18th
- December 16th
- January 20th

*If you need special accommodations or have questions about the meeting, please call **Pat Coleman** pcoleman@stlouispark.org or 952.292.4516) or the administration department at 952-924-2525.*

St. Louis Park Human Rights Award guidelines

Goal

The Human Rights Award recognizes individuals, groups, organizations or businesses that have made an outstanding contribution toward uplifting human rights, justice, equity and inclusion in the community. This award also seeks out those who have fostered increased understanding and cooperation between people of different backgrounds in St. Louis Park.

Mission of human rights commission

The mission of the human rights commission (HRC) is to support community and St. Louis Park's strategic priority of racial equity and inclusion.

Vision of HRC

We are confident that St. Louis Park can become a just and inclusive community.

Eligibility

1. **Contribution to Human Rights and Equity:** The nominee's activities must have advanced human rights, justice, and/or race equity within St. Louis Park, improving understanding and cooperation in areas such as race, religion, gender identity, national origin, marital status, disability, age, sexual orientation, or family status.
2. **Impact on St. Louis Park Community:** The nominee's activities should benefit the St. Louis Park community or be undertaken within the city. Nominees do not need to reside in St. Louis Park, but businesses or organizations must conduct business or provide services there.
3. **Service Type and Alignment:** The nominee's contributions can be voluntary or part of their employment. Additionally, submissions should align with the Human Rights Commission's updated mission and vision statement.
4. **Exclusions and Support from HRC:** Members of the St. Louis Park Human Rights Commission are ineligible for the award while serving on the commission. The nominee should also have contributed positively to increasing equity surrounding virtual access.

Nomination process

Nominations may be submitted by either an individual or an organization (e.g., a club, social agency, unit of government, church or synagogue, school, business). Nominations are preferred using the nomination form, but may be submitted as letters, no more than two pages in length. The form is available online at <https://www.stlouispark.org/government/boards-commissions/human-rights-commission>.

Mailed nominations should be addressed to:

St. Louis Park Human Rights Commission
Attn: Pat Coleman
5005 Minnetonka Blvd.
St. Louis Park, MN 55416

Or by email: pcoleman@stlouisparkmn.gov

Nominations are accepted anytime until February 12th, 2025. The individual/organization submitting the nomination must designate a contact person and phone number.

Selection

The recipient(s) will be selected by the St. Louis Park Human Rights Commission in early 2025.

The commission will give added weight to activities that:

1. Have positively impacted St. Louis Park
2. Spanned an extended period of time
3. Took place in 2024
4. Significantly impacted an affected group
5. Were voluntary or exceeded a paid employee's usual job responsibilities

The award will be presented at a city council meeting in early 2025.

Questions

Contact human rights commission staff liaison Pat Coleman at pcoleman@stlouisparkmn.gov or 952.292.4516.

2025 work plan | Human Rights Commission

1	Initiative name: Neighborhood Revitalization Grant Program		
	Initiative type: ☒ Staff support (review project, policy or program and provide feedback) ☐ Independent research project ☐ Gather community feedback ☐ Lead community event	Initiative origin: ☐ Third party-initiated ☐ Staff-initiated ☐ Commission-initiated ☒ Council-initiated Legally required (e.g. response to Legislative changes or Judicial decisions)? ☐ Yes ☐ No	Commissioner lead(s) name(s): All commission members If joint commission initiative, list other board or commission: Is this an established work group? (if applicable) ☐ Yes ☒ No
	Initiative description: Supporting city staff on reviewing the program as needed.		
	Strategic Priority: ☒ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐ N/A		
	Deliverable: ☐ Research report ☐ Summary of community input ☒ Other ☐ N/A		
	Target completion date: Q1		
	<i>This section to be completed by staff:</i>		
	Council request (if applicable): ☐ Review and comment or reply ☐ Review and decide ☒ Informational only – no response needed		
	Budget required: None		
	Staff support required: None		
Liaison comments: None			

2	Initiative name: Cashless businesses and unbanked policy		
	Initiative type: ☒ Staff support (review project, policy or program and provide feedback) ☐ Independent research project ☐ Gather community feedback ☐ Lead community event	Initiative origin: ☐ Third party-initiated ☒ Staff-initiated ☐ Commission-initiated ☐ Council-initiated Legally required (e.g. response to Legislative changes or Judicial decisions)? ☐ Yes ☐ No	Commissioner lead(s) name(s): All commission members If joint commission initiative, list other board or commission: Is this an established work group? (if applicable) ☐ Yes ☒ No
	Initiative description: City staff approached the HRC before their report on cashless businesses and unbanked policy went to the city council for review. Staff provided feedback on the information provided and were asked to report any information they heard in the community regarding the topic. Staff have committed to being involved in this process as needed.		
	Strategic Priority: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ N/A		
	Deliverable: ☐ Research report ☒ Summary of community input ☐ Other ☒ N/A		
	Target completion date:		
	<i>This section to be completed by staff:</i>		
	Council request (if applicable): ☐ Review and comment or reply ☐ Review and decide ☒ Informational only – no response needed		
	Budget required: none		
	Staff support required: none		
Liaison comments: none			

3	Initiative name: Children's first literacy festival		
	Initiative type: ☐ Staff support (review project, policy or program and provide feedback) ☐ Independent research project ☐ Gather community feedback ☒ Lead community event	Initiative origin: ☐ Third party-initiated ☐ Staff-initiated ☒ Commission-initiated ☐ Council-initiated Legally required (e.g. response to Legislative changes or Judicial decisions)? ☐ Yes ☐ No	Commissioner lead(s) name(s): All commission members If joint commission initiative, list other board or commission: Is this an established work group? (if applicable) ☐ Yes ☐ No
	Initiative description: Yearly, the HRC partners with Children's First and attends an event promoting city happenings.		
	Strategic Priority: ☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ N/A		
	Deliverable: ☐ Research report ☒ Summary of community input ☐ Other ☒ N/A		
	Target completion date: Q4		
	<i>This section to be completed by staff:</i>		
	Council request (if applicable): ☐ Review and comment or reply ☐ Review and decide ☒ Informational only – no response needed		
	Budget required:		
	Staff support required:		
Liaison comments:			

4	Initiative name: Human Rights Awards		
	Initiative type: ☐ Staff support (review project, policy or program and provide feedback) ☐ Independent research project ☐ Gather community feedback ☒ Lead community event	Initiative origin: ☐ Third party-initiated ☐ Staff-initiated ☐ Commission-initiated ☒ Council-initiated Legally required (e.g. response to Legislative changes or Judicial decisions)? ☐ Yes ☒ No	Commissioner lead(s) name(s): All commission members If joint commission initiative, list other board or commission: Is this an established work group? (if applicable) ☐ Yes ☒ No
	Initiative description: Re-implement the Human Rights Awards which last took place in 2022.		
	Strategic Priority: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐ N/A		
	Deliverable: ☐ Research report ☐ Summary of community input ☒ Other ☐ N/A		
	Target completion date: Q1		
	<i>This section to be completed by staff:</i>		
	Council request (if applicable): ☐ Review and comment or reply ☒ Review and decide ☐ Informational only – no response needed		
	Budget required: funds to purchase award		
	Staff support required: council report and award presentation		
Liaison comments: None			

5	Initiative name: Support citywide Vision 4.0 process		
	Initiative type: ☒ Staff support (review project, policy or program and provide feedback) ☐ Independent research project ☐ Gather community feedback ☐ Lead community event	Initiative origin: ☐ Third party-initiated ☒ Staff-initiated ☐ Commission-initiated ☐ Council-initiated Legally required (e.g. response to Legislative changes or Judicial decisions)? ☐ Yes ☒ No	Commissioner lead(s) name(s): All commission members If joint commission initiative, list other board or commission: Is this an established work group? (if applicable) ☐ Yes ☒ No
	Initiative description: Support the citywide Vision 4.0 process by participating directly and/or encouraging others to participate, and by sharing information with other community members about the process.		
	Strategic Priority: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐ N/A		
	Deliverable: ☐ Research report ☐ Summary of community input ☐ Other ☒ N/A		
	Target completion date:		
	<i>This section to be completed by staff:</i>		
	Council request (if applicable): ☐ Review and comment or reply ☐ Review and decide ☒ Informational only – no response needed		
	Budget required: None		
	Staff support required: None		
Liaison comments: None			

Initiative Origin Definitions

- Third party-initiated – Project initiated by applicant or external agency (statutory boards)
- Staff-initiated – Project initiated by staff liaison or other city staff
- Commission-initiated – Project initiated by the board or commission
- Council-initiated – Project tasked to a board or commission by the city council

Strategic Priorities

1. St. Louis Park is committed to being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.
2. St. Louis Park is committed to continue to lead in environmental stewardship.
3. St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.
4. St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.
5. St. Louis Park is committed to creating opportunities to build social capital through community engagement

Modifications

- Work plans may be modified, to add or delete items, in one of three ways:
- Work plans can be modified by mutual agreement during a joint work session.
- If immediate approval is important, the board or commission can work with their staff liaison to present a modified work plan for city council approval at a council meeting.
- The city council can direct a change to the work plan at their discretion.

Future ideas

Initiatives that are being considered by the board or commission but not proposed in the annual work plan. Council approval is needed if the board or commission decides they would like to amend a work plan.

Initiative	Comments
LGBTQIA+ allyship (mental health resources and resources)	Commission is interested in seeking allyship with the LGBTQIA+ community citywide to continue to understand their challenges and work alongside them to promote equity and inclusion.
AI interactions awareness	
Human Rights Book club	Hosting a book club
Housing Rights	Making residents aware of their housing rights
More Awareness/Support opportunities	Hosting events, tabling, info/awareness snag bags
Response to hate crime	What/how can we respond