



# **Neighborhood and Community Engagement Commission** **Tuesday, May 22, 2012 DRAFT Meeting Notes**

Minneapolis Women's Club

**NCEC member attendees:** Doron Clark, John Finlayson, Matt Perry, Jeff Strand, Carol Pass, Ed Newman, Maria Sarabia and Tessa Wetjen, Tony Anastasia, and Marcea Mariani.

**NCEC members absent:** Mark Hinds, Ali Warsame, Crystal Johnson, Latrell Beamon and Kenneth Brown

**Commission staff:** Howard Blin, Ahmed Muhumud, Robert Thompson and Cheyenne Erickson.

## **Agenda Item**

## **Content**

### **1. Introduction, & agenda** (Action)

#### **Action(s):**

- Consensus to approve May agenda.
- Consensus to approve April 24, 2012 meeting notes.

### **2. Establish Grievance Committee** (Action)

#### **Summary:**

- Staff reviewed the grievance and explained that the CPP guidelines call for this body to review grievances against neighborhood organizations.

#### **Commissioner Comments:**

- A reminder to the Director that when a grievance is reported, it must be reported to the committee at the next upcoming meeting.
- Is this grievance committee temporary?
  - Yes, grievance committees will be set up ad-hoc and will only meet for this grievance.

#### **Action(s):**

- The commission reached consensus for Commissioners Mariani, Newman and Wetjen to serve on this grievance committee. Commissioner Newman will serve as the convener.

### **3. NCR Report** (Informational)

#### **Summary:**

- Applications are still being accepted to serve on the NCEC; applicants can apply through the open appointments process and through the neighborhood elections process until May 25<sup>th</sup>. There is also now a vacancy in NCEC District 5.
- The North First group still continues to meet weekly. The group is focused on examining planning and outreach efforts to build on what's already being done on the north side.

### **4. NRP Policy Board Report** (Informational)

#### **Summary:**

- No May meeting was held because there was no neighborhood action plan that needed approval.
- The board approved Windom Parks Phase II Action Plan at the April Meeting.
- The June meeting will act on the newsletter policy. The department continues to receive comments, most have been from neighborhood organizations, and one comment was from a local newspaper.
- There is also 1 vacancy on the Policy Board due to a resignation from the NCEC, the City Council requested the NCEC to seat

Policy Board members on an interim basis through June. Should the NCEC fill the vacancy for 1 month?

**Commissioner Comments:**

- What newspaper submitted the comments?
  - The Spokesman Recorder.
- Is there a reason for the Policy Board to meet in June?
  - Yes, the group needs to act on the Grievance Policy as well as the Newsletter Policy.

**Action(s):** The commission reached consensus to fill the vacancy on the NRP Policy Board for the month of June.

The commission reached consensus for Commissioner Newman to fill the vacancy on the NRP Policy Board for the month of June.

**5. Neighborhood Organization Liability Insurance**  
(Informational)

**Summary:** In January and February, NCR staff worked with Nonprofit Insurance Advisors to renew the NRP policy for Directors and Officers liability policy covering 501(c) (3) neighborhood organizations. This is an umbrella policy and is paid for directly by NCR. In June, we will begin the process of renewing an optional General Liability policy for neighborhood organizations. Neighborhood organizations pay for this coverage, but the more that participate, the cheaper the cost is on a per organization basis. We are reviewing the General Liability policy and will be working with the agent to restructure how neighborhood organizations are identified within the policy. For example, the current policy only identifies organizations by address, and we have asked that in the future they be identified by name and federal ID number. Staff explained that the City cannot be the lead policy holder on the insurance like NRP could. A new 501 (c) (3) organization needs to be created to serve as the lead policy holder. Staff is exploring options; one of them might be to work with the NCEC to serve as the Board of Directors of the 501 (c) (3) organizations. Staff will report back when more information is available.

**Commissioner Comments:**

- The idea of having NCEC serve as the Board of Directors has merit.
- Are there any other boards that have a structure like this?
  - Some community centers have formed something similar.
- Has there been a decision on providing non-501 (c) (3) organizations with the same insurance?
  - Yes, we have explored options and we are continuing to explore.
- The NRP Policy Board should be the body serving as the Board of Directors, not the NCEC.
- The department should look at coverage for Business Associations too.
- Not in favor of having an entity created, the department should find other ways to provide general liability.
- The Department should just stick to providing insurance to neighborhood organization.

**6. Discussion of Senior Initiative Strategic Plan**  
(Informational)

**Summary:** Ahmed Muhumud, Access and Outreach Manager gave a brief update on the status of the Senior Initiative Strategic Plan. The department has contracted with the Wilder Foundation to conduct key informant interviews. This phase should be concluded by July and the Council will then appoint a steering committee to oversee the plan. The department will also hire a staff person to continue the work in July.

**Commissioner Comments:**

- Will the findings from the Wilder Foundation be available?
  - Yes, they will be included in a final report. We can ask Wilder to come and present their findings.
- Are there other entities that the department might be interested in connecting with?
  - The process is meant to connect with as many people and groups as possible and neighborhood organizations are organizations that we are planning to seek input from. Would like your help in finding the best way to connect with our neighborhoods.
- Shingle Creek Commons and Kingsley Commons mentioned that the department had been out to visit them.
- Amazed to hear that the department is still asking how to engage with neighborhoods.
  - Two summers ago members of the NCEC and staff from the department attended almost every neighborhood meeting which was a big undertaking and was a great example of how the NCEC and department engaged with eth neighborhoods.
- Do you have any handouts or anything in writing that explains what the Senior Initiative is?
  - Yes, we can get the commission some information.

**7. Addressing Community Programs Task Force** (Action)

**Summary:** Commissioner Wetjen is the convener of the Task Force and reviewed the charge and what happened at the last NCEC meeting. The Task Force has met a few times. Commissioners Wetjen also explained that there is a small amount of funding (\$62,000) that can be used for cultural groups for 2012. To get funding for 2013 there needs to be a process created now.

**Commissioner Comments:**

- Any more specifics on eligibility requirements?
  - No, the Task Force will return to next month's meeting with that information.
- The NCEC can no longer do engagement. The NCEC should be sun-setted and a new commission created to deal with engagement and the Policy Board can deal with neighborhoods.
- There is new youthful energy on the commission that supports its work, urges the commission to keep moving forward. What is the time commitment of the Task Force?
  - There will be conference calls and emails. The task force may meet in person as well.
- We need to get over the separation of ethnic groups. There should be a place for neighborhoods and ethnic groups to be represented in the same place.

- Glad the commission is moving forward, \$62,000 is a start but there was a proposal of \$700,000 when the commission was approving the CPP guidelines. As a suggestion, don't spend time trying to figure out how to get the money out the door, just do it. You could establish a pilot program and find organizations that fund leadership programs.

**Action(s):**

- The commission reached consensus to approve the charge of the task force. New members to the task force are Commissioners Sarabia, Strand and Perry.

**8. Task Force Reports**  
(Informational)

**Summary:**

**City Department Engagement Task Force:** Commissioner Clark, the task force convener reviewed the background of the task force and handed out their draft summary recommendation for the commission to review. This is not the first reading of the document, it is only intended for the commission to review.

**Commissioner Comments:**

- The City has been going in the opposite direction of engagement for 10 years. Recently, the 45 day review of plans was just eliminated.
- The city has done much better and somewhat improved their process.
- Land use processes are not controlled by the city. It is the state and there are consequences if the process is not followed.

**Bylaws Task Force:** The group reached consensus to wait to bring forth recommendations until the organizational development has been completed.

**Commissioner Comments:**

- The city hasn't set a deadline on the changes, has staff received any inquiry's regarding this?
  - No.
- Unaware that the BLTF reached consensus to wait to bring forth recommendations until the organizational development was completed.
- Recommends that the BLTF focuses on two things: (1) Meet the requirements from the City Council and (2) update the purpose of the commission to match the purpose of the charge. Once those are completed the BLTF can work on other changes.

**Action(s):**

- The commission reached consensus for the Bylaws Task Force to bring back recommendations on (1) Meeting the requirements from the City Council and (2) update the purpose of the commission to match the purpose of the charge with staff assisting the task force.

**Commissioner**

- Requests staff to bring back a report on the 18 months of the CPP

## **Open Forum**

Program. More specifically would like to know (1) the amount of funds neighborhoods have expended and (2) results and outcomes from neighborhoods on their engagement with underrepresented and under engaged, when the information is available.

- Staff will have the amount of funds neighborhoods have expended through the CPP program at the next meeting, and will have the results and outcomes from neighborhoods on engagement when the information is available.

## **Adjourn**