



**Neighborhood and Community Engagement Commission**  
**Tuesday, March 25, 2014 Meeting Minutes**  
Minneapolis Central Library

**NCEC member attendees:** Denis Houle, Jeffrey Strand, Ishmael Israel, Kirk Roggensack, Matt Barthelemy, Doron Clark, Andy Hortillosa, Brittany Lewis, Carol Pass and Sacido Shaie.

**NCEC members excused:** Matthew Dobratz, Tessa Wetjen, Kenya McKnight, Francisco Segovia, Michael Miller and Henry Jimenez.

**NCEC members absent:**

**Commission staff:** David Rubedor, Howard Blin, Cheyenne Brodeen, Lance Knuckles and Robert Thompson

<b>Agenda Item</b>	<b>Content</b>
<b>1. Public Comment</b>	Peter Rickmyer was present and gave public comment prior to the meeting.
<b>2. Introduction (Action)</b>	<p>The meeting was called to order at 5:16pm with Israel in the Chair. During introductions commissioners were asked to share a take-away they had from the Community Connections Conference that was held on Saturday, March 22<sup>nd</sup> at the Minneapolis Convention Center.</p> <p><b>A. Agenda.</b></p> <p><b>Motion:</b> Israel moves to approve the agenda by adding agenda items 5E. Health, Environment &amp; Community Engagement Committee and NCEC Joint Meeting and 9A. Per diems, Strand seconds the motion. Motion carried unanimously.</p>
<b>3. Executive Committee Reports (Informational and Action)</b>	<p><b>Secretary Report:</b></p> <p><b>A. Minutes.</b></p> <p><b>Motion:</b> Commissioner Strand moves to approve the minutes, Clark seconds the motion. Motion carried unanimously.</p> <p><b>B. Attendance Report:</b> Commissioner Strand reported on attendance. Commissioners Dobratz, Wetjen, McKnight, Miller, Jimenez and Segovia reported their non-attendance.</p>

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

**Summary:** Commissioner Strand as NRP Policy Board Chair reported that the March 18<sup>th</sup> NRP Policy Board Meeting was post-poned to Tuesday, April 1<sup>st</sup>. The Policy Board will be taking action on the Southside United Neighborhoods Priority Plan.

**5. Committee and Task Force Reports** (Action and Informational)

**A. Committee of the Whole:** Chair Israel shared that at the Committee of the Whole meeting held on Wednesday, March 12<sup>th</sup> they discussed the Blueprint for Equity and the Community Innovation Fund outreach meetings.

NCR Director, David Rubedor expanded on what was shared by Chair Israel, he also explained that the first plan on engaging the community around the Blueprint for Equity was very staff and commission intensive, and now, there is more engagement happening in the community around Equity. In addition the original approach lended itself to being too broad. The new approach will narrow the focus and the next step will be for the NCR department to develop a work plan incorporating the Blueprint work into existing community engagement efforts. This will be presented at the next NCEC CoW meeting for further discussion and development.

**Discussion:**

The commission held a lengthy discussion on whether or not to create a new Task Force to work on the Blueprint for Equity or keep it at the Committee of the Whole. Several commissioners spoke in favor of creating a task force so the process can move quickly, while others spoke in favor of keeping it at the Committee of the Whole so the whole commission could be involved.

**Motion:** Lewis moved to create a Blueprint for Equity Steering Committee that will report back to the Committee of the Whole, Hortillosa Seconded the motion. Motion carried unanimously.

Blueprint for Equity Steering Committee:

Purpose: Set agendas of meetings and work with staff on Blueprint for Equity.

3-5 Members: Lewis, Shaie, Hortillosa, Israel, Strand

Convener: Lewis

**B. One Minneapolis Fund Committee:** Howard Blin, NCR

Staff reported that the One Minneapolis Fund RFP is open until Friday, April 7<sup>th</sup>. There was a information session held on Thursday, March 13<sup>th</sup> and there were about 18-20 attendees.

**C. City Department Engagement Task Force:**

Commissioner Clark reported that the Task Force is discussing two big deliverables, one a checklist for engagement for city departments to use and the other is a rating system for city departments on engagement. The next meeting is Tuesday, April 15<sup>th</sup> at 5:00p.m.

**Comments:**

- Commissioner Lewis asked of the rating system would be about what the department looks like in terms of diversity or how they are doing.
  - Commissioner Clark responded that originally the intent was to rate how they do.
- Commissioner Strand hopes that these plans aren't just sitting on a shelf and collecting dust, he hopes that they get implemented and used.

**D. Community Connections Conference:** Commissioner Roggensack added that there will be a Conference Planning Committee workgroup meeting next week to debrief, there is also a survey out for feedback from conference participants. There will be a post conference report available later this spring.

**E. Health, Energy and Community Engagement and NCEC Joint Meetings:** Chair Israel shared that the small group had met twice to plan these meetings. No new dates have been set. So far the group has decided that these meetings will be the start of a larger discussion and will most likely focus on how the City can better support neighborhoods be inclusive and how the neighborhoods can support the City being inclusive.

**Comments:**

- Commissioner Barthelemy shared that the Council Members are ready and willing to work with the commission on engagement.
- Commissioner Lewis shared that she is seeing some overlap with these discussions and the Blueprint for Equity, but also sees that they may serve different

purposes.

- Commissioner Strand shared that he was disappointed to have learned that a Council Member and a Council Aide attended and Spoke at the meeting last month. It is important to make sure that we notice the public of what will be happening at these meetings.

## **6. Guides for Neighborhood Organizations** (Discussion)

**Summary:** Robert Thompson, NCR Staff shared that back in 2010 when NCR and the NCEC were developing the Community Participation Guidelines. A frequent request was for NCR to gather and share “best practices.” These requests were also heard in follow up focus groups and meetings in 2011 and 2012.

In response to these requests from neighborhood organizations, NCR staff has developed a number of draft guides to best practices for neighborhood organizations, and are preparing several more. These guides can be used as handouts, or an online reference for neighborhood organizations in response to governance, management, legal or program questions or concerns. These guides are based on NRP legal advisories, historical documentation, research conducted by NCR staff, and precedent of past guidance given to neighborhood organizations by NRP, MCDA and the NCR. NCR staff also seeks outside consultation with attorneys experienced with nonprofit tax and nonprofit law.

NCR staff would like to consult regularly with NCEC while developing these guides for neighborhood organizations. We propose to bring one guide per month for review and feedback from the NCEC on the content and form of the guides. In addition to consultation with NCEC, NCR staff will also be consulting as necessary with City staff, external attorneys, auditors, and other individuals or groups with expertise in subject matters.

Robert Thompson shared the Draft Guide for Participating on Neighborhood Committees. Please email Robert Thompson with any additional ideas.

### **Commissioner Comments:**

- Commissioner Strand asked if these Guides will be made into bodies of Policy.
  - Robert Thompson, NCR Staff responded and shared

that he cautioned against making these guides policy. They are intended to be tools to help neighborhoods do their work.

**Motion:** Strand moves to extend the meeting to 7:20p.m., Clark Seconds the motion, 7 yeas, 2 nays and 1 abstention. Motion Carries.

**7. Community Innovation Fund**  
(Discussion)

**Summary:** Howard Blin shared that the discussion on the program will continue at the Committee of the Whole meetings.

**8. NCR Report**  
(Informational)

**Summary:** No NCR report was given due to time constraints.

**9. New Business**  
(Discussion)

**A. Commissioner Open Forum:** Commissioner Lewis brought up the subject of stipends for commissioners. It is a large commitment outside of the monthly meeting to serve on this body.

Commissioner Clark noted that NCEC has more subcommittees than other city boards or commissions and is in favor of a stipend. He also questioned whether or not anyone else is looking at this?

Commissioner Strand noted that stipends were a recommendation from the Boards and Commissions Diversity Task Force.

**Adjourn**

The March 25, 2014 meeting was adjourned by Chair Israel at 7:20p.m.