

Richfield Human Rights Commission  
Monthly Meeting Minutes  
November 8th, 2018

Members Present: Mark Westergaard, Debbie Eng, Sarah Musgrave, Ben Sunderlin, Brett Stursa, Bob Mulcahy, Katie Goodemote, Cathy Stevens, Luz Luna Apodaca  
Public Safety Liaisons: Police Chief Jay Henthorne and Deputy Chief Mike Flaherty  
Community Development Director: John Stark

1. Meeting called to order by Chair Mark Westergaard.
2. Motion to approve agenda Eng/seconded Stursa. Motion carried.
3. Motion to approve 10/2 minutes Eng/seconded Musgrave. Motion carried.
4. No public comment.
5. Guest speaker John Stark addressed the topic of gender-neutral bathrooms.
  - a. Minnesota building code dictates the number of bathrooms needed and the conditions under which separate bathroom facilities will be provided to both sexes.
  - b. Signage requirements for bathrooms include braille and height requirements but not specific words.
  - c. Richfield has four major public buildings (plus the four liquor stores, which do not have public bathrooms).
  - d. Brief discussion about what happens when Minnesota and international building codes are at odds.
  - e. Annual capital improvement planning would identify costs of changing bathrooms in Richfield public buildings.
  - f. Motion to request city council work session on the topic of gender-neutral bathrooms (and that we are notified of the session) Stursa/seconded Eng. Motion carried.
6. Welcome Mike Flaherty, who will be our liaison to the city.
7. Reports:
  - a. Chair: Westergaard highlighted human trafficking article in the City Pages.
  - b. Secretary: No report.
  - c. Vice chair: Eng highlighted Stursa's photo of the Miss Richfield event in the SunCurrent.
  - d. Liaison: Chief Henthorne reported that Richfield was part of a group that received an award for work done as part of the 494 task force in the area of human trafficking prevention. He also pointed out that several Richfield roles are currently in transition.
  - e. School Liaison: No report
  - f. City Council: No report
8. New business:
  - a. By-law revisions proposed by sub-committee. Major revisions include elimination of treasurer role, addition of a media role, changing of threshold for by-law revisions from  $\frac{2}{3}$  commissioners present to  $\frac{1}{2}$ , changing the timing of when minutes and agendas have to be posted, and clarifications about who is eligible for the Citizen of the Year award.

Discussion ensued around the by-law change threshold. Eng to change it back to the  $\frac{2}{3}$  standard. Discussion also around the timing of posting minutes and agenda; Chief Henthorne to research Open Meetings and Eng to revise by-laws to reflect Open Meetings law guidance (either 3 business days or 10). Discussion

around Citizen of the Year resulted in Eng agreeing to revise by-laws to state that Human Rights Commissioners are not eligible to win the award as individuals. Motion to approve proposed changes in by-laws contingent on changes discussed by Eng/seconded by Stursa. Motion carried.

- b. Further discussion of gender-neutral bathrooms and how to best inform Richfield businesses of their options under current codes, including signage. Consensus was to wait for city council work session.
9. Unfinished business
- a. February 5th, 19th, 26th at 6:30 pm, 6th, 20th, 27th at 10:15 am - Children's books story time reading at Augsburg Library, HRC commissioners read books.
  - b. Naturalization ceremony: Eng and Westergaard will continue to remain involved after stepping down from commission. They noted they will complete a document of how to contact past partners of the commission.
  - c. Proclamation team (Brett, Carrie, Husniyah, Bob) to meet November 18 at Lakewinds at 11am.
  - d. 2019 speaker series: Stevens to meet with principal at 2:30 on Monday, November 12 to discuss how to move forward.
  - e. T-shirts for commissioners should be available by next meeting. 12 ordered (6-8 who need them plus a few extras)
  - f. Interest in other activities throughout year, or revisit in a couple of months? Sensitive to volunteer hours. Eng advises strategic planning session early in 2019.
10. Announcements/Open Forum:
- a. Stursa noted she attended a MN Dept. of Human Rights commissioners group meeting. Human Rights department discussing how to support local commissions.
  - b. Discussion of GARE equity training and whether this commission can partner with city staff. Richfield is in the first year of implementation and is deciding whether to go onto second phase. Deputy Chief Flaherty to bring possibility of partnership up at next GARE meeting and report back.
  - c. Sunderlin noted that Miss Richfield event was warm and positive. Thirtyish people attended. Could become an annual event.
11. Next meeting: Tuesday, December 4th @ 6:30 PM.
12. Motion for adjournment: Stursa/seconded Sunderlin, motion carried, meeting adjourned.

Submitted by Bob Mulcahy 11/11/18