



New Brighton Equity Commission

Agenda

Equity Commission

In-Person Meeting

Upper Level | Conference Room

803 Old Highway 8 NW, New Brighton, MN 55112

6:30 PM March 20, 2025

Members of the Equity Commission will attend the meeting in person unless eligible to attend remotely per MN Stat. 13D.02.

Meeting options for members of the public include:

- **Attend the meeting in Person:** Attendees who are ill are asked to wear masks and comply with social distancing parameters.
- **Watch the meeting electronically:** Tune into CTV Channel 8023 (CenturyLink) or Channel 16 (Comcast). To observe the meeting as a livestream or a webcast, visit www.newbrightonmn.gov and click on "I Want To View a Public Meeting."

I. Call to Order and Roll Call

Chair Lindsay Spooner

Vice-Chair Kami Miller

Commissioner Kisten Thompson

Commissioner Ellen Weber

Commissioner Kristin Lau

Commissioner Carlos Herrera

Commissioner Mary Margaret Reagan

Commissioner Cathy Forbes

Commissioner Sophie Jung

Vacancy

II. Approval of Agenda

III. Approval of Past Minutes

- a. February 20, 2025

IV. Business Items

- a. Work Plan Discussion

V. City Staff Update

VI. Chair Update

VII. City Council Update

VIII. Adjournment

a. Next Meeting: April 17, 2025



MINUTES
New Brighton Equity Commission
Regular Meeting – February 20, 2025
6:30 p.m.

I. Call to Order

The meeting was called to order at 6:30 p.m.

II. Roll Call

Members Present: Commissioners Cathy Forbes, Carlos Herrera, Kami Miller (Vice Chair), Kisten Thompson and Ellen Weber.

Members Absent: Commissioners Sophie Jung, Mary Margaret Reagan and Lindsay Spooner (Chair).

Also Present: DEI Coordinator Hue Schlieu

III. Approval of Agenda

Motion by Commissioner Weber, seconded by Commissioner Forbes to approve the agenda as presented.

Approved 5-0

IV. Approval of Minutes

Motion by Commissioner Thompson, seconded by Commissioner Weber to approve the minutes from the January 16, 2025 meeting.

Approved 5-0

V. Business Items

A. Community Engagement Strategies

Schlieu stated the City periodically offers opportunities for community members to share feedback on policies, programs, and initiatives. However, the demographics of those who currently participate do not fully reflect the diversity of our community. To make informed decisions that truly meet residents' needs, it is essential that feedback represents the full range of identities and perspectives within the city. She commented further on the manners in which the City engages with the community. She provided an overview of what the City knows based on the recent community survey and discussed how the City would be exploring barriers and approaching strategies. Staff commented on structure of potential commissioner compensation.

Discussion included:

- Staff described how some populations in the community were more responsive than other populations, which meant some feedback is incomplete.
- The general barriers that exist were discussed with the Commission.
- Staff reviewed the resources that were available to engage with the public and commented on strategies that could be considered for future community engagement.
- The Commission suggested the audience be considered when the City reaches out to engage with the public.
- The Commission believed personal letters from the City would make more of an impression than a flyer.
- The Commission saw value in using social media to engage with the public.
- The Commission recommended the neighborhood newsletters be used to further engage with the public.
- The Commission proposed the City being more intentional in pursuing feedback from the public at City events.
- The Commission recommended the City explain why they are collecting information on surveys in order to build trust with the residents in the community.
- Staff discussed how she was working to gather a list of community leaders for engagement purposes.
- The Commission supported the City putting a community engagement strategy in place.
- The Commission supported the City pursuing attendance-based compensation for up to \$600 per commissioner per year with payment made on a monthly basis. Additionally, the Commission supported minimal bureaucratic processes.

VI. City Staff Update – Hue Schlieu, DEI Coordinator

Schlieu stated the City would be hosting the 3rd Annual Community Iftar on Friday, March 14 at 6:30pm. She invited all Commission members to attend this event. She reviewed the City's immigration statement, noting immigration resources were available on the City's website. She explained the City has received a lot of positive feedback regarding the Commissioner Forum. She stated the City would be hosting a Minnesota Equity Connect event on Friday, February 21. She reported the City Council held a strategic planning session on Saturday, February 8 and staff was currently working to refine the language for the new Council Strategic Priorities in order to be approved by the Council in March. She reported that Council would be interviewing Commissioners for commission seats on February 25 and March 4 with new members being appointed prior to April.

VII. Chair Update

Vice Chair Miller had nothing to report at this time.

VIII. City Council Update

There was no report from the City Council.

IX. Adjournment – Next Meeting March 20, 2025

The meeting adjourned at 7:59 p.m.

Respectfully submitted,

Hue Schlieu
DEI Coordinator



Agenda Section:	Business Items
Report Date:	03/13/2025
Meeting Date:	3/20/2025

REQUEST FOR COUNCIL CONSIDERATION – EXECUTIVE SUMMARY

ITEM DESCRIPTION: Work Plan Discussion

Action Requested:	
Public Hearing	Motion
Discussion X	Informational
Form of Action:	
Resolution	Ordinance
Contract/Agreement	N/A or Other X
Votes Needed:	
3 Votes	4 Votes
5 Votes	N/A X

Summary Statement:	Commissioners annually approve a work plan at the start of each new commission year (April). The work plan guides staff to gather information, develop presentations, invite guest speakers, and coordinate necessary staff discussions and actions.
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Recommendations:	Provide ideas to help craft next commission year's work plan.
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Applicable Deadlines:	
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Community Impact:	A work plan allows for transparency and intentional conversations and efforts throughout the year. It also ensures alignment to Council Strategic Priorities and reflection of community values, concerns, and aspirations.
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Legislative History:	NA
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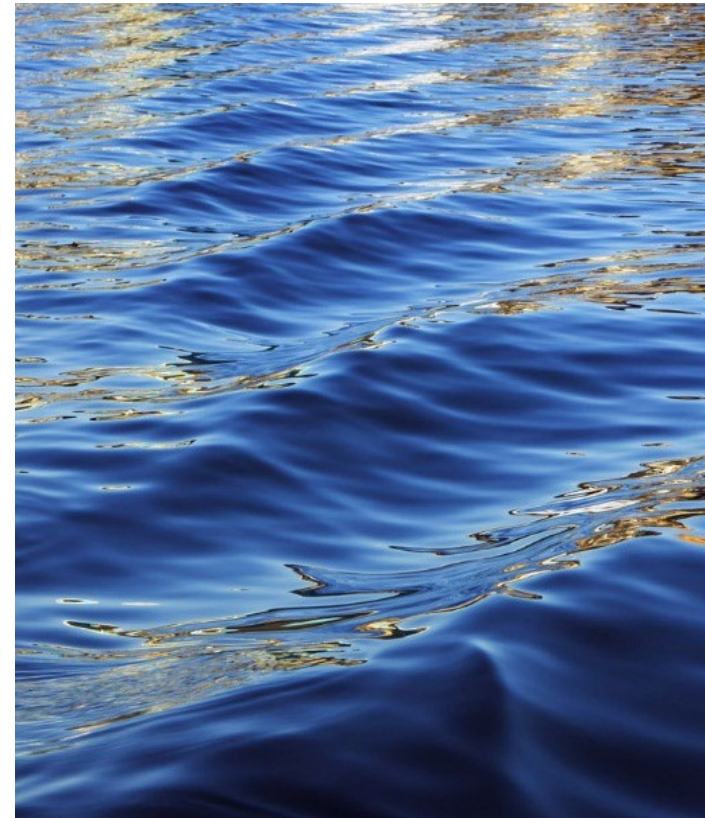
Strategic Priority:	Sustainable & Reliable Infrastructure	Operational Effectiveness
	Environment & Sustainability	Diverstiy, Equity, & Inclusion X
	Livable Community	N/A

Fiscal Impact:	Financial Impact: Is there a financial consideration?		No X	Yes \$
	Financing Sources:	Budgeted	Budget Modification	
	New Revenue	Use of Reserves	Other	



Work Plan Discussion

March 20, 2025



Agenda

- Review Current Work Plan Progress
- Brainstorm 2025-2026 Work Plan Items

ANTICIPATED

ACTUAL

ADDITIONAL

<p>April – June 2024</p>	<ul style="list-style-type: none"> • Orientation Training • Commission Overview • Work Plan Approval * • Accessory Dwelling Units (ADUs) • Community Engagement Next Steps ^[C] 	<ul style="list-style-type: none"> → Completed (APR) → Informed (APR) → Approved (APR) → Informed (MAY) → Discussed (FEB) 	<ul style="list-style-type: none"> • Attended Community Lunch (JUL) • Attended National Night Out (AUG) • Volunteered Farmers Market (JUL) • Discussed “Commissioner Engagement” (JUN) • Discussed “Metro Sales Tax for Housing” (MAY) • Advised on “Commissioner Pay” (FEB) • Advised on “Cannabis Public Use” (NOV) • Equity Commission Topic Tracker Completed (AUG) • SEP Meeting Cancelled due to event • OCT Meeting Cancelled due to quorum • DEC Meeting Cancelled due to weather
<p>July – Sept 2024</p>	<ul style="list-style-type: none"> • Procurement Policy • Affordable Housing ^[C] • Ramsey County Elections & Impacts on Residents ^[C] • Farmers Market • Dakota Sacred Sites Tour 	<ul style="list-style-type: none"> → Not Reviewed → Not Discussed → Informed via Email (OCT) → Volunteered (JUL) → Attended (SEP) 	
<p>Oct – Dec 2024</p>	<ul style="list-style-type: none"> • Tobacco Policy • Equity Efforts in Education ^[C] • Youth Community Connectors Program • GIS Equity Mapping Next Steps ^[C] • Equity Strategic Action Plan (ESAP) Ideation 	<ul style="list-style-type: none"> → Not Discussed Directly (NOV) → Not Discussed → Informed → Advised (JUL) → Discussed (JAN) 	
<p>Jan – March 2025</p>	<ul style="list-style-type: none"> • Metro Area Commission Forum * ^[C] • Transportation, Busing, & Accessibility ^[C] • Work Plan Visioning for 2025-2026 • Community Iftar 	<ul style="list-style-type: none"> → Hosted Commissioner Forum SEP → Discussed Accessibility (AUG) → Discussing (MAR) → Attended (MAR) 	

* Anticipated Commission action item | **Bold text** indicates Council Strategic Priority | ^[C] indicates Commission initiated

Discussion

- **Three Pillars**

- Influence (policy, practice)
- Education (learn, discuss)
- Service (volunteer, experience)

- **Discussion questions**

- What didn't we cover that you still want Equity Commission to cover?
- What topics would you like to learn more about, explore, and discuss?
- What action items would you like to see completed by Equity Commission?



Thank you!

Hue Schlieu

DEI Coordinator

763-257-6534 | hue.schlieu@newbrightonmn.gov