



Agenda
Human Relations Commission
June 13, 2019, 6:30 P.M.
Village Committee Room
3930 North Murray Avenue, Shorewood, WI

1. Call to order
2. Consider Approval of April 11, 2019 minutes
3. Public Comments
4. Discuss Observations in the Community
5. Staff Liaison Updates
 - a. Public Table at Farmers Market
 - b. Committee Appointment Process
 - c. Community Survey
 - d. Prioritization Process with Village Board
6. Discuss Next Steps for Diversity Dining Event
7. Discuss Developing Annual Report of Community Incidents
8. Discuss Student Representation and Voting Rights
9. Report from Sub-committee Groups
 - a. Education, Programming, and Outreach
 - b. Process, Policy, and Legislative Review
 - c. Data Analytics, Documentation, and Reporting
10. Future Agenda Topics and Speakers
11. Adjournment

DATED at Shorewood, Wisconsin, this 4th day of April, 2019,

VILLAGE OF SHOREWOOD
Sara Bruckman, CMC/WCMC
Village Clerk

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Should you have any questions or comments regarding any items on this agenda, please contact the Village Manager's Office at 847-2700. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals.



Human Relations Commission

Minutes

April 11, 2019 6:30 P.M.

Village Hall

3930 N. Murray Avenue, Shorewood, WI 53211

1. Call to order.

The meeting was called to order at 6:34 p.m.

Members present: Kerri Balliet, Sharveta Parker, Sarah Spencer, Jesse Dercks, Gladys Mitchell-Walthour, and student members Mira Lee Prabhu and Julia Appel

Others present: Assistant Village Manager Tyler Burkart, Trustee Ann McKaig, Trustee Davida Amenta, Natraj Shanker, Shorewood Connects Coordinator Sue Kelley, Lt. Thomas Liebenthal, SRC Coordinator Elizabeth Price

Members not present: McKenzie Edmonds

2. Consider Approval of January 10, 2019 minutes

Mr. Balliet moved to approve the January 10, 2019 minutes. Motion seconded by Ms. Parker. Motion approved by a 5-0 vote.

3. Public Comments

No public comments.

4. Discuss Observations in the Community

Ms. Appel and Ms. Prabhu indicated a letter was sent home to residents due to comments and concerns with a SIS teacher.

5. Staff Liaison Updates

Mr. Burkart informed the Commission that the community survey is now available. The data sub-committee will be analyzing the results once the survey is completed. Ms. Sisson will no longer serve on the Commission and resigned. Members are encouraged to recruit residents in the community to apply for the vacant position on the Commission. There was discussion about incorporating diversity and inclusion training for the Village Board and other officials. The Commission asked for staff to reach out to previous applicants and see if there would be interest in applying again.

6. Discuss ways to collaborate with Shorewood Moving Forward, Elder Services Advisory Board, and other Community Groups

Members from Shorewood Moving Forward and Elder Services Advisory Board were present to discuss their mission, purpose, and potential ways to collaborate with the Commission. Shorewood Moving Forward is currently focusing their efforts on policing and inclusions of students in the schools. The Elder Services Advisory Board (ESAB) is currently working on an Age-Friendly Plan for the Village. ESAB is challenging the Commission to identify ways to address ageism with their priorities.

7. Report from Sub-Committee Groups

This item was incorporated in agenda #8.

8. Discuss Prioritization and Annual Report for Human Relations Commission

The Commission spent some time discussing their accomplishments over the last year and their upcoming priorities. Accomplishments over the past year include:

1. Mission statement
2. Sub-committees formulated
3. Improved relations among members
4. Community input on human relation concerns and issues
5. Begin connections and build cohesion with other community partners
6. Create structure of meetings and agenda
7. Begin review of holiday decorations policy
8. Data subcommittee reviewed community survey and provided recommendations
9. Brainstorm ways for the Police Department to provide data and information to the Commission

Upcoming priorities over the next 12 months for the Commission include:

1. Initiate an event called Diverse Dining – five dinners where there’s a facilitated dinner around diversity, ageism, and cultural exploration.
2. Sponsor “On the Table” event in Shorewood
3. Collaborate with the Police Department to acquire data and information
4. Formulate recommendations toward language for hiring and RFP processes
5. Review data from the community survey, identify correlations, and make recommendations related towards policies, programs and procedures
6. Finalize a holiday decoration policy for the Village
7. Research and develop a code of conduct and ethics policy

9. Future Agenda Topics and Speakers

Mr. Shanker recognized Ms. Prabhu for her award, “Service above Self.” Mr. Dercks added a reminder to include student voting rights to the June agenda.

10. Adjournment

Ms. Spencer moved to adjourn the meeting. Motion seconded by Ms. Balliet. Motion approved by 5-0 vote. Meeting adjourned at 7:54 p.m.

Respectfully submitted by,

Tyler Burkart
Assistant Village Manager

May 17, 2019

In June of 2018, Shorewood created a Human Relations Commission. The mission of the HRC is to cultivate community-wide change through learning, engagement, and policy to advance human dignity, respect, and civil rights. In order to service the community most effectively, the commission has broken into three different sub-committees.

I am reaching out to you on behalf of the education and outreach sub-committee. We are working on launching our first initiative by partnering with Diverse Dining to host 5 dining experiences in and around Milwaukee. We want to engage with a wide range of people in the Shorewood community and beyond our community so we start building strong relationships and talk about the topics that keep rising to the surface about diversity and inclusion. These discussions are vital to ensuring that Shorewood becomes the inclusive community that we want it to be.

Diverse Dining's mission is to cultivate courage, compassion and connection through meaningful conversations centered around diverse foods and cultural exploration. They partner with individuals and organizations to help address and dismantle microaggressions and racial/socio-economic class misconceptions in a way that is both tasty and tasteful. Emerald Mills, the founder of Diverse Dining has almost twenty years of training and education experience in the public health field along with extensive experience convening and establishing relationships with a variety of stakeholders. She believes that authentic conversations around the table will lead to strong relationships that help break the barriers that currently divide our city and world.

We are hoping you will help us get this program off the ground by being a sponsor. Our goal is to raise \$6,000 by July 2019 so we can begin hosting dinners in September. This will allow us to host five dinners and allows us to keep the ticket price for the dinner low (\$25-\$35 per person) and cover the cost of:

- Organizational assessment
- Pre/Post Survey for participants
- Guest Facilitator
- Customized content for the events
- Event Planning & logistics
- Event hosting & Coordination

The rise of racial tensions has made it even more difficult and uncomfortable for people to address complex issues and connect on a human level. In some communities it is easy and common for people to disconnect from others when challenged with conflicting views and opinions. Unique in-person events are a great opportunity to strengthen community culture, establish and reignite the human values that will make Shorewood a great place to live. For that reason, partnering with Diverse Dining is critical to building a culture of hope and healing. We hope you will consider being part of this important program.

Sincerely,

XXXXX
Shorewood Human Relations Committee
Education and Outreach Sub-Committee

May 17, 2019

In June of 2018, Shorewood created a Human Relations Commission. The mission of the HRC is to cultivate community-wide change through learning, engagement, and policy to advance human dignity, respect, and civil rights.

Education and Community Outreach

The education and outreach sub-committee is working on launching our first initiative by partnering with Diverse Dining to host 5 dining experiences in and around Shorewood. The objectives of this experience are to:

- Cultivate courage, compassion and connection through meaningful conversations centered around diverse foods and cultural exploration
- Partner with individuals and organizations to help address and dismantle microaggressions and racial/socio-economic class misconceptions
- Do it in a way that is both tasty and tasteful.

Proposed Process

Organize unique in-person events as an opportunity to strengthen community culture, establish and reignite the human values that will make Shorewood a great place to live. This will be accomplished by partnering with Diverse Dining who will facilitate 5 dinners with participating Shorewood community members where a chosen topic will be discussed over dinner. The topics for discussion will be based on a current diversity and inclusion theme.

Diverse Dining will organize, facilitate and provide results and feedback to the community based on the dinner discussions. They will do so using the methodology:

- Organizational assessment – Select the topics for discussion
- Pre/Post Survey for participants - Assess the perception of the participants on the topic before and after the dining experience
- Guest Facilitator – Facilitate the discussion before, during and after the dinner
- Customized content for the events – Develop the working material used before, during and after the dining experience
- Event Planning & logistics – Setup and execution of the dining experience
- Event hosting & Coordination = Single point of contact for the event

Sponsorship

We are hoping you will help us get this program off the ground by being a sponsor. Our goal is to raise \$6,000 by July 2019 so we can begin hosting dinners in September. This will allow us to host five dinners and allows us to keep the ticket price for the dinner low (\$25-\$35 per person) and cover the cost of engaging Diverse Dining

Diverse Dining

Emerald Mills, the founder of Diverse Dining has almost twenty years of training and education experience in the public health field along with extensive experience convening and establishing relationships with a variety of stakeholders. She believes that authentic conversations around the table will lead to strong relationships that help break the barriers that currently divide our city and world.

Sincerely,

XXXXX

Shorewood Human Relations Committee
Education and Outreach Sub-Committee

HRC Education sub-committee meeting

6:30 pm Village Hall

Attendance: Kerri Balliet, Sharveta Parker, Deba, Mackenzie, Matt Weiss, Gladys, Charlie, Nutrajh, Davida, Sarah Spencer, 2 students

All Sub-committees talked about the 4/30/19 meeting with officer Tom. Kerri reviewed the notes she took at the meeting.

Discussion about what policy and data sub-committees needs to follow-up on.

Discussion about how we can build relations and educate. We talked about a mailing or a block party.

Student talked about art program—image and word class—cover art and politics—first time class—very popular—a few posters were vandalized and were placed in a way that the teacher could find them. C is for Change—black lives matter got painted over—another poster about black artist was ripped in half—P is for Black Power was ripped in a lot of pieces. They are not sure who did it. It happened in an art room that is not locked and has no cameras.

HRC Data Subcommittee Full Meeting 5/9/19

1. Majority of meeting was spent in full membership discussing Education sub-committee's meeting with Shorewood Police Department.
2. Shorewood High School had a recent crime that targeted students' artwork that focused on social justice. Students' work was vandalized and police are investigating. Members discussed.

*Mira and Kerri both took notes to provide to for official minutes based on our discussion.

Data Sub-Committee 5/9/19

Present: McKenzie Edmonds and Matt Weiss

1. Edmonds shared with Weiss discussion from last sub-committee meeting.
2. Discussed mechanisms to create annual report on commission to publish for the public.
 - a. Determine reporting process for complaints to Law Enforcement and Village of Shorewood.
 - i. Task: Weiss will reach out to Law Enforcement to determine process and Edmonds will reach out to Village to determine process.
 - ii. Task: Further define what report will entail to begin gathering information.
3. Discussed pros and cons of local government using social media as a tool for reporting or gathering information.
 - a. Should we utilize private social media as a commission and sub-committee? If so, how? What are the ethical challenges to using private social media channels for official village business? What is the role of local government in social media?
 - i. Task: Define pros and cons for further discussion.

Future Goals: Create plan to audit hiring practices and employee handbooks

Chapter 26. Human Relations Commission

[HISTORY: Adopted by the Village Board of the Village of Shorewood 11-6-2017 by Ord. No. 2087.^[1] Amendments noted where applicable.]

GENERAL REFERENCES

Fair housing — See Ch. 283.

[1] *Editor's Note: This ordinance also repealed former Ch. 26, Community Relations Council, adopted as Ch. 11, Art. 9, of the 1986 Code.*

§ 26-1. Creation; purpose and function.

- A. The Village of Shorewood hereby elects to create the Shorewood Human Relations Commission.
- B. The purpose and function of the Commission shall be the following:
 - (1) Advocate for the rights and values of our community through the protection of human and civil rights.
 - (2) Listen to community member's(s) grievances and complaints relating to discrimination, harassment, vandalism involving a hate crime, and intimidation based on race, religion, national origin, ethnicity, immigration status, sexual orientation, sexual or gender identity or a physical or mental disability so that additional resources and assistance from outside agencies can be referred to the community member(s).
 - (3) Use various outreach tools to facilitate and increase resources to community members and businesses with concerns relating to race, religion, national origin, ethnicity, immigration status, sexual orientation, sexual or gender identity or a physical or mental disability.
 - (4) Create an annual report to identify and analyze trends and community concerns brought to the Commission. Present the report to the Village Board for determining Board and/or police action.
 - (5) Provide, coordinate and support educational resources and events, including those of community partners, to strengthen relationships as well as reduce intergroup tensions by ensuring equality of treatment and opportunity to all who live, work, and gather in the Village of Shorewood.
 - (6) Assess and coordinate outreach efforts with public organizations and advocacy groups to educate and raise awareness of existing services to the groups identified in § 26-1B(2).
 - (7) Review internal public organizational processes, procedures, and facilities to determine and/or make recommendations to increase opportunities for the groups identified in § 26-1B(2).
 - (8) Coordinate and cooperate with municipal, county, state, federal and other agencies or organizations in order to promote dialog and understanding for better human relations.
 - (9) Report to Shorewood Village Police Commission, on an as-needed basis.
 - (10) Provide resources to community members that have concerns related to discrimination in hiring, customer treatment, and business practices of businesses operating in the Village of Shorewood. This includes working with the Shorewood Business Improvement District to address any concerns related to businesses in our community.

§ 26-2. Membership; terms of office.

- A. The Commission shall consist of seven members appointed by the Village Board. The Judiciary, Personnel and Licensing Committee of the Village Board shall be responsible for screening applications, recommending members and recommending the removal of members, if necessary. The Village will be responsible for initiating the application process, managing the term expirations, and promoting Commission vacancies.
- B. Members must be a Shorewood resident. At least four of the seven members are required to have some experience with the groups listed in § 26-1. Members should reasonably reflect the diversity in the Shorewood community.

- C. Ex officio members shall consist of a School Board representative, Village Board representative, a representative of the Shorewood Police Department and up to two students determined by Shorewood High School.
- D. Members shall serve a term of three years, provided that the initial Commission shall consist of three members appointed for a three-year term, two members appointed for a two-year term, and two members appointed for a one-year term. Upon expiration of these respective terms, all appointments thereafter shall be for a three-year term.

§ 26-3. Officers; quorum; compensation; meetings; rules of procedure.

The Commission shall elect annually from its membership a Chairman and a Vice Chairman. A majority of the Commission shall constitute a quorum. Members of the Commission shall receive no compensation. The Commission shall meet monthly and/or on an as-needed basis. The Commission's meetings shall be publicly noticed and openly accessible to the public. A staff liaison shall be assigned to the Commission to take minutes and assemble necessary materials.