

**City of Madison Heights  
Human Relations and Equity Committee  
Regular Meeting Agenda  
Breckenridge Room  
Madison Heights Public Library  
Wednesday, February 9, 2022  
6:00 PM**

1. Call to Order at 6:00 p.m.
2. Roll Call
3. Additions or Deletions from the Agenda
4. Meeting Open to the Public
5. Approval of Minutes January 15, 2022.
6. Juneteenth Planning Discussion.
7. Strategic Planning follow up.
8. New Business
9. Adjournment

City of Madison Heights  
300 West Thirteen Mile  
Madison Heights, Oakland  
County, Michigan 48071  
(248) 583-0826

## **Minutes**

### **Human Relations and Equity Commission (HREC)**

**Madison Heights Public Library, Breckenridge Room - January 15, 2022**

#### **Call to Order**

Chairperson Cemone Moy called the meeting to order at 9:06 a.m.

#### **Roll Call**

Present: Chairperson Cemone Moy, Commissioner Q. Wright, Commissioner Fox, Commissioner Guzynski, Commissioner K. Wright, Commissioner Tuttle, and Counselor Rohrbach.

Also Present: City Liaison, Heather Hames and Strategic Planning Facilitator, Lexi Lowe.

Absent: Commissioner Szymanki and Commissioner Thompson.

Motion by Counselor Rohrbach seconded by Commissioner Fox to excuse Commissioner Szymanski who gave notice of not being able to attend.

Yea: All

Nay: None

Motion passes

#### **Addition or Deletions from the Agenda**

None

#### **Meeting Open to the Public**

None

#### **Minutes of December 8, 2021**

Motion by Kevin Wright, seconded Jessica Tuttle to approve the minutes of December 8, 2021.

Yea: All

Nay: None

Motion passes

#### **Strategic Planning Session for 2022**

Welcome poem read by Emily Rohrbach. Floor relinquished to Nickole Fox and facilitator Lexi Lowe.

- Reviewed 2021 Accomplishments
  - Social media presence
  - Updated city forms to be gender inclusive

- Proclamations/Resolutions/Ordinances Recommended to City Council
  - Supporting Election Day as a Federal Holiday
  - Indigenous Peoples Day
  - Juneteenth and call to rename park
  - Pride Month
  - BIPOC Mental Health Awareness
- Recommended ordinance for source of income non-discrimination
- Recommended change to Flag Policy, permitting Pride Flag and Juneteenth Flag to be displayed at city hall
- Recommended Partnership with Common Ground to Police Department
  - Common ground has a grant from the Substance Abuse Mental Health Services Administration to provide Extended Follow-Up services to those in crisis/following crisis/trauma
- Accessibility
  - Conducted research on ADA compliance
  - Developed an accessibility needs assessment (needs follow-up)
- Events
  - Strategic Planning Meeting for 2021
  - Juneteenth
  - Supported marketing for the Healthy Gardening Fair/Farmer's Market at the Chinese Cultural Center
- Holiday Tradition Links Activity at Tree Lighting and through Holiday season at the Library
  - Included a planning meeting with DPS/Recreation with discussion about holiday tradition diversity
- Compiled a holiday calendar of traditions
- Coordinated strategic planning event for 2022
- MCACA Mini-Grant Application Submitted
- Community Partnership Development
  - Madison Heights Citizens United
  - Chinese Cultural Center
- Introductions/Icebreaker
- Developing Norms for this session & regular meetings
  - Members suggested these norms and understandings for the HREC commission:
    - Take breaks as needed, take care of yourself
    - Assume positive intentions of each other
    - Show each other grace/kindness
    - Vulnerability is welcome
    - Respect everyone's time
    - Everyone's point of view is valuable
    - Name it, call it out – this is how we make change
- Identify HREC Purpose

- HREC Founding resolution reads “BE IT FURTHER RESOLVED that the purpose of the HREC is to advise the City on human relations and diversity related issues to recommend policies, programs, services and events which enhance human relations and cultural diversity throughout the community, in accordance with the following:”
  - Group members identified these as the key words in the HREC founding resolution.
    - Advise
    - Recommend policies, programs
    - Events
    - Enhance human relations
    - Cultural diversity
- Session Objectives
  - Create a sense of community within the HREC team.
  - Ensure funding is considered for each item on the plan.
  - Note that City Council is to fill vacancies in Feb & Aug (currently 2 openings)
  - Create calendar and timeline of activities for 2022
- Victory Exercise
  - Visualizing the end of the year celebration after things are achieved.
  - Members envision sharing the victory or success of the year with volunteers, the city and the community with culturally diverse music and food.
  - Happy faces, games, dance floor, branding/marketing t-shirts, freeflow of conversation picture gallery highlighting successes of the year, awards and acknowledgements, excitement from the community.
- Current Reality Chart (SABC-Strengths, Areas for Growth, Benefits, Challenges) similar to SWOT analysis -Strengths, Weaknesses, Opportunities, Threats)
  - Strengths (Team)
    - Cohesive and diverse make-up of the HREC team
    - Strong and varied skillsets and relationships with city staff
    - Community presence
    - Positive energy
    - No hidden agenda/betterment of everyone on committee and community
    - Leadership
    - Established (now vs. just getting started last year)
    - Various aspects
  - Areas for Growth (Team)
    - Workshops/professional development
    - Message/branding
    - Impact of actions
    - Communicating/reporting back to city council
    - Execute goals

- Time
  - Resources available
  - Access/knowledge of policies and diversity of MH city staff
  - Advertising/presence of work
- Benefits (Action)
  - Community involvement
  - Connection
  - Education
  - Safer/empathy/understanding/celebrating trust
  - Reviews of policies/hiring process
  - Awareness
  - Representation
  - Transparency
- Challenges (Task Ahead)
  - Representational
  - Stigma
  - Challenging the status quo
  - Demonizing the acknowledgement of 'issues'
  - White privilege
  - Demographics
  - Racism/bigotry
- Commitment (Intent, scope, and focus of the HREC)
  - Keep our net wide to facilitate inclusivity (race, gender, ability, etc)
  - Stay on mission, not forgetting purpose
  - Remain open-minded and reach the reachable
  - Doing our own growth/learning
  - Share/educate/unlearn and relearn with community
  - Honesty, transparency, trust
  - Welcoming- modeling this as HREC
- Key Actions
  - Identify events and activities that HREC will participate in or work on during 2022
    - Advise
      - Policy, Purpose
      - Find and review city policies
    - Education
      - Education for HREC and the community
      - Find/participate in educational opportunities, facilitate for others
      - Learning from other communities doing DEI work (diversity, equality/equity and inclusivity)

- Fact finding, polls & surveys
- Health equity
- Internal Collaboration
  - HREC team building
  - Meet regularly
  - Productive public meetings (respect, answers, actions)
  - Do not overcommit, create feasible plan, action behind our words
  - No cost/low cost events, meet and greets, community accessible, outreach
- External Collaboration
  - Participate in community events – non-HREC, Trail Tunes, Tree Lighting, Memorial Day Parade, Chamber
  - LGBTQIA events and community
  - Department visits, connect, find resources and needs
  - Partnerships – Mexican Consulate, Chinese Cultural Community, Chaldean Community, ADA
  - Education, book club, presentations, diverse library collection
  - Low cost/no cost events
- Fundraising
  - Grants, city grants, MCACA, State grants
  - Find something similar to plant sale, Madison Heights Citizens United, brand merchandise
  - Sustainable fundraising
- Communication
  - Human library
  - Post on social media/city web page to build awareness
  - HREC portal/landing page – member's bios, upcoming events, resources/documents
  - Plan execute events that share our work
  - Advertisement and communication
  - Plan, purpose new and existing opportunities
  - Improve communication with city council
  - Build community partnerships
  - Outreach/support different cultural groups in the city
- Volunteers
  - Create volunteer list, database tool
  - Invite people to attend HREC meetings
  - Diverse volunteer engagement
  - Provide opportunity for new community involvement
  - Sub-committees

- Standing invitations to other groups
- Enlist volunteers – host barbecue

### **Postponed Items**

Strategic Planning steps still to be completed:

- Timeline and Calendar
  - Identify the dates for each event and activity for 2022
- Coordination
  - Identify who will participate or facilitate each event or activity
  - Identify sub-committees or teams of 2-3 people per category identified in Key Actions
- Resolve
  - Finalize the calendar plan with clear objectives

### **Adjournment**

Meeting Adjourned at 1:01 p.m. Next meeting scheduled for February 9, 2022 at 6:00 pm in the Breckenridge Room at Madison Heights Public Library.