



**CITY OF YPSILANTI
HUMAN RELATIONS COMMISSION MEETING
Thursday, October 17, 2019 @ 6:00 PM
Council Chambers
One South Huron, Ypsilanti, MI 48197**

Page

I. CALL TO ORDER

II. ROLL CALL

Commissioner Choudhuri
Commissioner Fellows
Commissioner Gaines
Commissioner Hagenauer
Commissioner Hicks
Commissioner Hunter
Commissioner Rosser
Commissioner Sharon

III. AGENDA APPROVAL

IV. AUDIENCE PARTICIPATION/COMMISSION RESPONSE

V. DISCUSSION ITEMS

3 - 18

- A. Meeting with GARE representative, Anna Lemler
[Advancing Racial Equity On-boarding Presentation](#)
[Board and Commission Fund Request Policy](#)
[Board and Commission Request Form](#)
- B. Historic Trauma video
- C. Transition Plan
- D. Commissioner nominations: racial equity and inclusion

19 - 22

- E. Youth commissioners and voting power
[Youth members on boards and commissions 06132017](#)
[Attn Ypsilanti Residents of Highschool Age](#)

VI. SUB-COMMITTEE REPORTS

VII. AUDIENCE PARTICIPATION/COMMISSION RESPONSE

VIII. PROPOSED BUSINESS

IX. NEXT MEETING DATE

A. November 13, 2019

X. ADJOURNMENT

Advancing Racial Equity

On-boarding Session
Government Alliance on Race and Equity



Government Alliance on Race & Equity

A national network of government working to achieve racial equity and advance opportunities for all.

- ✓ Core network – 160 members and growing!
- ✓ A half-dozen state agencies
- ✓ Expanded network - 32 states / 150+ cities
- ✓ Provide tools to put theory into action





- Why we lead with race
- National Best Practice
- Member Benefits & Resources
- GARE Portal
- Next Steps and Q&A



Introductions

- Name, Title, Jurisdiction
- What brought your jurisdiction to GARE?
- What is an important element of your local context that impacts your ability to advance racial equity
- What have you done already to engage in the network?



Why we lead with race

- Racial inequities are deep and pervasive
- Racial anxiety is on the rise – race is often an elephant in the room
- Institutions had a role in creating racial inequities and now have a responsibility to advance racial equity
- Learning an institutional and structural approach can be used with other areas of marginalization
- Specificity matters



Race focused

- Inclusion = access to decision-making, information, & opportunities
- Diversity = representation
- Equity is about **outcomes**
 - We ask a different set of questions
 - We take a holistic approach to strategy
 - We look at root causes

Race focused, but not exclusive
always bring an “intersectional” analysis



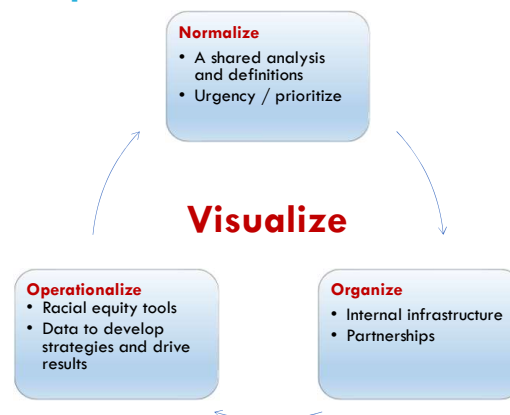
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National practice

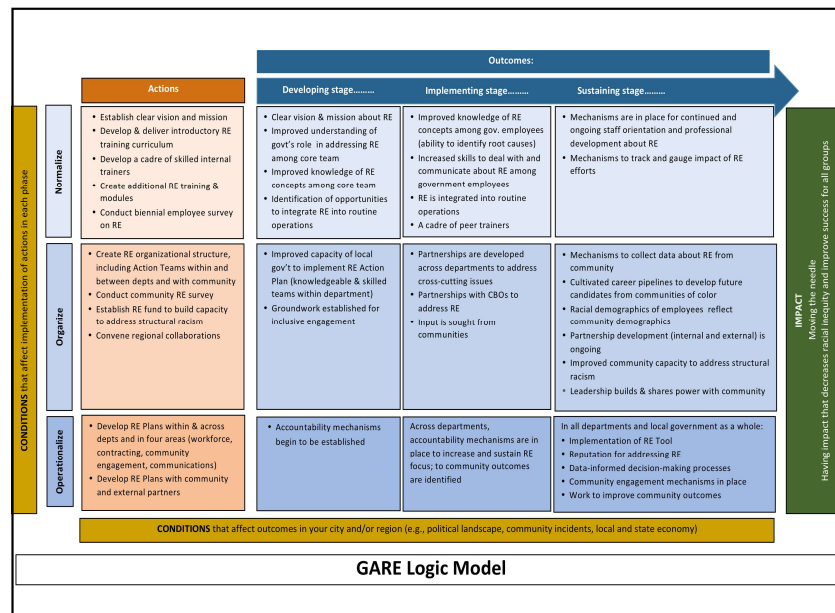


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Additional Self-Assessment Resources

- **Overview: Racial Equity Impact Assessments**
<https://www.aecf.org/m/resourcedoc/RF-RacialEquityImpactAssessment-2009.pdf>
- **Race Forward: The Workforce Development Racial Equity Readiness Assessment**
<https://www.raceforward.org/practice/tools/workforce-development-racial-equity-readiness-assessment>
- **Coalition of Communities of Color Organizational Self Assessment for Racial Equity**
<https://racc.org/wpcontent/uploads/buildingblocks/foundation/CCC%20-%20Tool%20for%20Organizational%20Self-Assessment%20Related%20to%20Racial%20Equity.pdf>
- **Western States Center Organizational Assessment**
<http://www.racialequitytools.org/resourcefiles/westernstates3.pdf>



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Regional Perspective



Member Benefits & Resources



Membership Benefits

- Peer exchange and mentorship
- Technical Assistance from experts in the field
- Visibility and recognition of your racial equity work on GARE blog and newsletter
- Cross-sector collaboration with national associations and philanthropy
- Administration of an Employee Equity Assessment (CORE)
- Innovation & Implementation Fund (CORE)
- Discount on GARE trainings (CORE)



Resources

- 12 Subject Area Working Groups
- Skill-building webinars and one-on-ones
- Member Portal Resource Library & Forums
- Access to tools including:
 - Racial Equity Toolkit
 - Racial Equity Action Plans
 - Contracting & Procurement
 - Workforce Equity
 - Communicating About Race
 - Equity Core Teams & Offices



Fast Facts



GARE Steering Committee Meeting
Monthly
(governance and leadership)



GARE Monthly Membership Calls
4th Monday of every month



Regional Quarterly Calls



Annual Membership Meeting
Annually in April

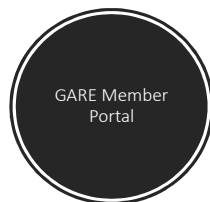


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GARE Member Portal for Connection & Exchange

Home Member Groups Directory Events Browse Participate



RACIAL EQUITY:

Racial equity is about policies and practices that drive outcomes.

garemembers.racialequityalliance.org/home



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Click the 'Sign in' Button

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GARE Member Portal for Connection & Exchange

Click the 'Can't access your account' link

Members - Login here

Email

Password

Can't access your account?

☐ Stay signed in

Login

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Home Help/FAQs Member Groups Directory Events Browse Participate [myant@raceforward.org](#)

Rachael Wyant
GARE Network Manager, Race Forward

My Profile My Connections My Contributions My Account Admin

Bio

Rachael is the GARE Network Manager, joining GARE in January 2019. She has spent the last five years in community development, working with local organizations, and implementing grants on gender equity, women's leadership, and social justice. Much of her previous work involved collaboration with United Way, and she has been instrumental in implementing CDEMI and other international human rights conventions at the local level. She comes to the GARE Network having supported international women's rights coalitions as well as a national network of urban planning activists and practitioners engaging in intergovernmental negotiations at the UN. Rachael has an M.A. in International Development where she focused on immigration policy, as well as the impacts of macro-economic policy and financial crisis on communities of color.

Education

Share where and when you received your education [Add](#)

Job History

Provide an overview of employment experience [Add](#)

Contact Details

Race Forward [myant@raceforward.org](#)

Social Links

Link to other social media accounts [Add](#)

Preferred Pronoun ☒

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Home Help/FAQs Member Groups Directory Events Browse Participate search

General Member Group

Community Home Discussion 78 Library 96 Events 3 Members 2K

Latest Discussion Posts

Agenda for the May 20th Monthly Membership Call
By: Rachael Wyatt, 18 hours ago
Mark your calendars for the upcoming Monthly Membership call on May 20th at 3PM EST. Download the calendar invitation available in the Events Section or copy the zoom information directly from below. EMERGING ISSUE Blueprint for Belonging Curriculum ...

RE: Community Engagement Framework
By: Aimee Kane, 23 hours ago
Hi Phin, The City of Boulder has an engagement framework based off of recommendations from a Public Participation Working Group made up of members of the community as well as International Association of Public Participation Principles. I uploaded it ...

Member Polls

Add poll

Announcements

Where can I find presentations from the Annual Membership Meeting?
By: Rachael Wyatt, 9 days ago
Looking for powerpoints and resources from the Annual Membership Meeting? Go to the General Member Group Library and find the folder "2019 Membership Meeting Presentations." We encourage you to upload your presentations if you led a session in Albuquerque.

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General Member Group

Community Home Discussion 78 Library 96 Events 3 Members 2K

96 Entries Create New Library Entry

Folders

- All Members
 - GARE Toolkits
 - Monthly Meeting Agendas
 - Sample Job Descriptions
 - Racial Equity Action Plans
 - Employee Equity Assessments
 - Budgeting
 - Ordinances & Legislation Examples
 - Community Engagement
 - Member Practices & Reports
 - Contracting & Procurement
 - Recruitment & Hiring
 - Member Case Studies
 - 2019 Annual Member Meeting Resources

Folder Contents

- GARE 101 Slides
- GARE Blog Guidelines
- GARE Theory of Change-Normalize, Organize, Operationalize
- Overview: Racial Equity Action Planning
- Overview: Racial Equity Toolkit
- Presentations from the Annual Membership Meeting
- Racial Equity Reading List
- RE: Community Engagement Framework
- Sample Press Release--Joining GARE
- Subject Area Working Groups
- Welcome to the GARE Member Portal!

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Equity Assessment Questions

- Foundational vs. supplemental questions
 - Understanding and awareness
- Jurisdiction-specific questions
- Categories:
 - Employee Experiences & Perspectives
 - About the department
 - Impact in the Community
 - Employee Information



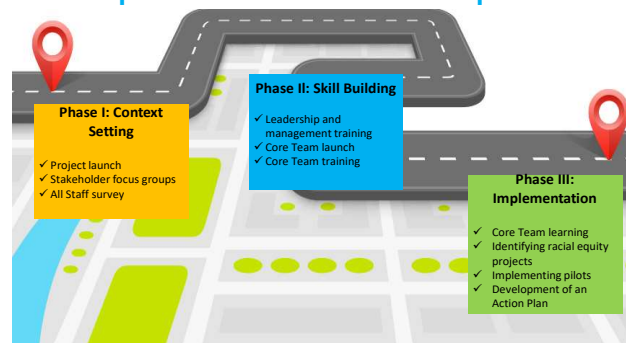
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Sample Jurisdiction Roadmap



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Next Steps

- Create your portal profile, review new member resources, join subject area groups etc.
- Add our Monthly Membership calls to your calendar
- Review the GARE “Using a Racial Equity Toolkit”
- Review the GARE “Building Racial Equity Core Teams Toolkit”
- Access the REH self-guided “Advancing Racial Equity 101” training and Racial Equity Tool Template

<https://racialequityhere.org/resources/>



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Contact information

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alemler@raceforward.org



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Board and Commission

Budget Allocation Request Policy

1. This policy is for Boards and Commissions that act an advisory capacity to City Council. Council has ultimate authority in deciding budget requests. This policy does not limit additional funding as determined by Council.
2. The Boards and Commissions subject to this policy are as follows;

- o Board of Ethics - o Police Advisory Commission - o Historic District Commission - o Human Relations Commission - o Zoning Board of Appeals	- o Sustainability Commission - o Parks and Recreation Commission - o Planning Commission
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3. Each City Board and Commission will be allocated \$250 for the purpose of printing and publishing. This is to reduce operational costs of city departments housing a board or commission.
4. A Board or Commission request for additional funds must be made by resolution. The resolution would be submitted, with a budget allocation request form, and all estimates required for project completion. All projects must fit the purpose of each board or commission as set forth by ordinance.
5. The budget allocation request form must include the following:
 - o Commission name
 - o Title of Project
 - o Duration of Project
 - o How project fits the purpose of an individual commission
 - o Desired outcome of project
 - o Project Strategic Plan (how it will be implemented)
 - o Approved Resolution Number of request.
6. The Clerk's Department will maintain forms for Board or Commission use, however, the form is not required, as long as the resolution is submitted with a document outlining what is listed in section 5 of this policy.
7. Signed copies of resolutions and supporting documents are to be submitted to the Clerk Department.
8. Requests under \$500 may be approved administratively, anything above \$500 must be approved by City Council. Administrative approval requires the signature of the City Clerk and Department Head housing the requesting board or commission.
 - o An administrative denial may be appealed and a determination made by the City Manager.
9. If the request is above the \$500 threshold the Clerk Department will place it on the Consent Agenda of the Council meeting following the formal request.
 - o Council maintains the power to remove the agenda item from the Consent Agenda for further discussion.
10. An officer, or designee, of the requesting board or commission shall be present to answer any of Council's questions.

- o Failure to have a designee present will result in the postponement of request until the next available City Council Meeting.
- 11. Upon completion of the project the board or commission chair/designee will provide a written report on projects findings/outcome. The report is to include recommendations, if any, for further action of Council.



Board and Commission Project Funding Request Form

Commission Name: _____

Title of Project: _____

Duration of Project: _____

Cost of Project: _____
(Include estimates)

How Project Fits the Commission's Purpose:

Desired Outcome of Project:

How Project Will be Implemented (Project Strategic Plan):

Approved Resolution No. of Commission Request: _____
(Please attach)

Administrative Authorization

Chair

Department Head

Clerk

Council Authorization

Resolution No: _____ **(attached)**



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MEMORANDUM

TO: Mayor Edmonds and Members of City Council
FROM: John M. Barr, Ypsilanti City Attorney
DATE: June 13, 2017
SUBJECT: Youth Members on Boards and Commissions

This office has been asked several questions concerning youth membership on City boards and commissions. My intent is that this memo will serve to clarify the status of this issue and provide some guidance in consideration of potential changes.

The status of the law of the State of Michigan is that one must meet the requirements to be an elector in order to hold public office. To meet these requirements, one must be at least 18 years of age and a U.S. citizen. A person must reside in the city to be an elector in the city of Ypsilanti. Additionally, state law provides that the age of majority in the State of Michigan is 18. Anyone 18 years of age or older is considered an "adult" in most regards under the law.

The Michigan Attorney General ruled that a person under the age of 18 may not serve on a board or commission. However, in my opinion, someone who is younger than 18 may serve in an advisory capacity if the board or commission only has advisory capacity.

The Code of Ordinances for the City of Ypsilanti provides for three City commissions in which youth may serve. They are the Human Relations Commission, the Sustainability Commission, and the Parks and Recreation Commission. The language for both the HRC and the Sustainability Commission are similar. Each commission is comprised of nine regular members. Each commission allows for two one-year, non-voting terms for youth. Youth is not defined in either ordinance, and thus state law would operate to provide that a youth is someone younger than 18. The Parks and Recreation Commission consists of nine to 11

cc: City Manager

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members. Of these members, up to three members may be youth. Parallel to state law, the ordinance defines youth as one who is younger than 18.

None of the relevant provisions of the Code provide specifically for what would happen if a youth member should turn 18 during their appointed term. Likewise, there is no provision that provides that becoming an adult would disqualify the appointee from continuing to serve. Therefore, it is my opinion that if a youth appointee reaches the age of 18 during their appointment, they may continue to serve until the term expires. In the case of the HRC and the Sustainability Commission, this appointee would continue to serve as a non-voting member. In the case of the Parks and Recreation Commission, if one of the youth appointees reached the age of 18 during their term, this would allow for an additional youth appointment if a seat is otherwise made available (this assumes that there were three youth members serving when this individual turned 18).

The youth membership was added to the Parks and Recreation Commission by ordinance adopted by City Council in 2007. At the time this ordinance was adopted, it was my opinion that having three voting members on this particular commission would not run afoul of state law because the commission served in a "strictly" advisory capacity. However, since that change was made, the powers of the Parks and Recreation Commission have been expanded and this no longer appears to be the case. Similarly, the HRC is not strictly advisory.

It has been suggested that the Code be amended to provide for clarity and consistency. I believe this to be a good suggestion. First, with regard to voting ability: It is my opinion that where good-faith question presents itself, it is best to err on the side that would not leave a decision of a City board or commission open to invalidation. This, coupled with discussions about a youth's ability to commit to an extended term of office, it is my suggestion that the language of the relevant provisions of the Code regarding youth membership in the Parks and Recreation Commission be amended to provide for a certain number of one-year terms for non-voting youth members. Additionally, defining the term "youth" under relevant provisions would also be beneficial. I can think of no legal reason why the term could not be expanded to include those attending high school, if that is the Council's decision. Finally, providing that a youth appointment does not terminate based on the age of the appointee would also be of no legal concern, as this would be a codification of the current situation. These last two suggestions would require amendments to the provisions of the Code relative to the HRC, Sustainability Commission, and the Parks and Recreation Commission.



June 13, 2017
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Please feel free to let me know if you have any questions, comments, or concerns.

ARE YOU A HIGH SCHOOL STUDENT, LIVE IN YPSI, AND READY TO SPEAK UP FOR YOUR PEERS?



Youth members wanted! The Human Relations, Parks and Recreation, and the Sustainability Commissions of Ypsi are seeking to fill youth member advisory seats for one year term.

Must be a Ypsilanti city resident.



It is easy to apply:
tinyurl.com/ypsiapply

*Transportation and mentoring
support provided

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For questions/support, contact
Amber Fellows at
amberfellows@gmail.com

