WORK SESSION AGENDA

City Council Work Sessions are being conducted in a hybrid format with in-person and remote options for attending.

Remote Attendance: Members of the public may attend this meeting by streaming via Webex (Click here) or by calling 1-415-655-0001 and entering access code 2469 363 7267. Additional information about attending electronic meetings is available on the City website.

Pages

2. Board and Commission Term Limits Discussion 38-40
3. Discussion on Edible Cannabinoids Law Change 41-45

Council Work Session meetings have an informal, discussion-style format and are designed for the Council to obtain background information, consider policy alternatives, and provide general directions to staff. No formal actions are taken at these meetings. The public is invited to attend Council Work Session meetings and listen to the discussion; public participation is allowed by invitation of the City Council.
AGENDA ITEM
1. PEACE Commission Annual Report and Work Plan

PREPARED BY
Airrion Williams, Community Connections and Outreach Specialist

SUMMARY
Trey Gladney, Chair of the Police Employment, Accountability, & Community Engagement (PEACE) Commission, will present the PEACE Commission’s work plan for the upcoming year and review events from November 2021 to present.

FINANCIAL OR BUDGET CONSIDERATIONS
N/A

SUPPORTING DOCUMENTS
• PEACE Commission 2021 Report and 2022 Work Plan (35 pages)
2021-2022 Police Employment, Accountability, & Community Engagement (PEACE) Commission

Commissioners
Trey Gladney, Chair
Randy Anderson
Loretta Arradondo
Shelli Bakken
Henry Crosby
Alicia Dang
Roslyn Harmon
Chris Hartzler*
Charles Quimby
Madeline Ryan
Jessie Smith, Vice Chair*
Marshall Tanick*
Sergeant Dan Wilcox *
Andrew Wold
Acting Sergeant Jerad Zachman*

* Former Commissioners

Council Liaison
Gillian Rosenquist (2021)
Kimberly Sanberg (2022)

City Staff
Airrion Williams, Community Connection and Outreach Specialist
Maria Cisneros, City Attorney (Interim Staff Liaison)

Mission
Help the Police Department innovate and transform its provision of public safety services based on community input and needs, and to assure that the department provides inclusive, community-centered service.

Front page photo by City of Golden Valley.
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2021 Overview

The PEACE Commission began meeting in November 2021. The Commission spent its first two meetings focused on:

- team building
- reviewing mission and bylaws
- setting a framework for discussions and establishing values

See Appendix A for a historical context of the formation of the PEACE Commission.
2022 Proposed Work Plan

The PEACE Commission makes recommendations to the City Council on matters relating to policing in Golden Valley, and its mission and bylaws (see Appendix B) guide this work. The 2022 Work Plan outlines work conducted by three subcommittees. Each subcommittee is overseen by a staff liaison and an executive committee composed of the commission chair, vice chair, and subcommittee chairs.

The Commission recognizes the urgency presented by staff attrition in the Golden Valley Police Department (GVPD) and the related community concerns. Each subcommittee has selected a focus for the second half of 2022 that address an aspect of the current situation while setting course for the future.

- **Recruiting Subcommittee**: Support the identification, hiring, and onboarding of new police officers.
- **Data Subcommittee**: Develop a data gathering strategy to identify gaps and ways to best present that data.
- **Community Engagement Subcommittee**: Conduct community listening sessions and collaborate with the GVPD on outreach initiatives.

In addition to prioritizing tasks for 2022, the subcommittees formulated design principles and a vision for future activities. Potential measures of outcomes are indicated in the respective tables. Budget for specific Commission activities in 2022 will be limited to providing compensation for community members, rentals spaces, and meeting materials for initial public listening sessions.

In May the City Council approved a grant agreement with the Pohlad Family Foundation aimed at Reducing Harms Through Collaborative Solutions and formally accepted a $250,000 Reducing Harm Through Collaborative Solutions grant from the Foundation. Pohlad funds will be used to achieve three goals:

1. Innovate and transform traditional approaches to public safety.
2. Reduce the occurrence and severity of negative encounters between law enforcement and the community.
3. Actively confront racial disparities and history of racism to improve safety, trust and greater wellbeing among Black, Indigenous and people of color (BIPOC).

The funds will be used to “assist in establishing the Police Employment, Accountability, and Community Engagement (PEACE) Commission, complete a racial equity audit of policing policies, and establish data tools to increase transparency in policing.”

The PEACE Commission will collaborate with the City’s Pohlad Grant Team on many funded initiatives. Activities related to the Pohlad grant are cross-referenced in the following work plans. The agreement document is included as Appendix C.
Recruiting, Training, and Development

The focus for Q4 2022 will be to support the identification, hiring, and onboarding of new police officers. The subcommittee will be looking to identify the causes of recent attrition as well as ensuring the hiring and onboarding processes are accelerated.

We will continue to support the selection of future Golden Valley police candidates by involving Commissioners in candidate interviews as well as contributing community-oriented interview questions. We will also collaborate with the Pohlad Grant Team on funded initiatives that impact training and professional development.

Vision

Golden Valley hires police officers who represent the community and build trust through restorative principles. It uses 21st century tools to train, educate, and ensure the well-being of its police officers.

Design Principles

- The interviewing process should have community input.
- Recruiting efforts should be diverse.
- Culturally competent training is a priority.

Potential Future Activities

- **Conduct listening sessions with the community** to engage in understanding what they are looking for in their police officers, including:
  - What are characteristics that make up a good police officer?
  - What good experiences have you had with law enforcement and why?
- **Conduct workshops in partnership with police and community members** to build understanding of what officers do and inform community and officers on culturally competent tools they can use.
- **Participate in police ride-alongs** to expand commissioner knowledge and build relationships with officers.
- **Conduct analysis of recruitment process and identify local recruiting strategies** to ensure officers are a representation of the larger Golden Valley community.
- **Review and advise on the position qualifications and priorities for hiring police officers.**
- **Conduct an analysis of the onboarding process** to identify ways to ensure the City is onboarding new officers in a timely manner and meeting the goals of the City.
- **Conduct an analysis of the exit interviews** for the officers who have departed from the City.
## Q4 2022 Focus: Hiring, Onboarding

<table>
<thead>
<tr>
<th>Task</th>
<th>Timeframe</th>
<th>Budget</th>
<th>Pohlad Grant</th>
<th>Measure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Review and advise on the recruitment and onboarding processes for new police officers.</td>
<td>Q4 2022</td>
<td>$0</td>
<td></td>
<td>PEACE Commission members participated in at least one interview. Notes: PEACE Commission members are a part of all panel interviews for police hiring.</td>
</tr>
<tr>
<td>Develop interview questions for the hiring of police officers.</td>
<td>Q4 2022</td>
<td>$0</td>
<td></td>
<td>PEACE Commission members developed five interview questions. Notes: Peace Commission members can define their own questions without the influence of police or City officials.</td>
</tr>
<tr>
<td>Develop a policy committee</td>
<td>Q3 2022</td>
<td>$0</td>
<td>5.A: Review all existing policies using a system such as Lexipol – complete policy/procedure</td>
<td>A policy committee has been formed with partnership from City staff and PEACE Commission. Notes: This policy committee will be used to analyze onboarding practices, exit interviews, etc.</td>
</tr>
<tr>
<td>Identify restorative leaders to support officer training</td>
<td>Q4 2022</td>
<td>$0</td>
<td>1.A.ii: Identify restorative leaders in GVPD for training.</td>
<td>A culturally competent leader has been identified. Notes: A PEACE Commission member should be on the panel to help identify this resource.</td>
</tr>
</tbody>
</table>
Data and Research
The focus for Q4 2022 will be to develop a data gathering strategy to identify gaps and ways to best present that data. Additionally, the subcommittee will gather the data needed to analyze the attrition that has taken place with GVPD officers.

The City’s website currently features the GVPD Window, which provides information on police data, statistics, and policies. It tracks arrests, calls for service, citations, mental health incidents, reported incidents, traffic stops, and crashes. The subcommittee will focus on ensuring the current data being captured is robust enough to tell a complete story.

Vision
Golden Valley uses data to better inform public safety decision-making and makes that information accessible to the community in a user-friendly way.

Design Principles
• Data will inform decision making.
• Data reporting will have integrity.
• Data collection will be flexible and efficient.

Potential Future Activities
• Analyze current demographics compared to city population.
• Review policies using Lexipol—Participate in Policy Review Committee as outlined in the Pohlad agreement (Appendix C).
• Determine ongoing training through training progression over two years. Review police training data/history to graph training records. Questions to answer include:
  o How often does training occur?
  o How often is it updated?
  o How many officers are up-to date on training?
### Q4 2022 Focus: Data And Research

<table>
<thead>
<tr>
<th>Task</th>
<th>Timeframe</th>
<th>Budget</th>
<th>Pohlad Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Support and collaborate with specialists</strong> to better understand available data and help define data points needed to build City dashboard.</td>
<td>Q3 2023</td>
<td>$0</td>
<td>2aii: Work with PEACE Commission and technical team to identify key terms/indicators to define the narrative data. Indicators may include key terms such as “trust” or “safety.” 6a: Research and evaluate, with PEACE Commission and Research GIS specialist and public historians... 6b: Choose organization to create dashboard 6d: Develop regular internal &amp; external data cycle. Provided feedback and participated on design sessions for dashboard, and identified additional data points to measure.</td>
</tr>
<tr>
<td><strong>Exit interview analysis</strong> to better understand reasons why officers are choosing to leave.</td>
<td>Q4 2022</td>
<td>$0</td>
<td>Reviewed anonymized exit interview data from 2022.</td>
</tr>
<tr>
<td><strong>Participate in analysis of data from traffic stops and calls to service to identify the types of crimes omitted/services requested in GV.</strong></td>
<td>Q3 2023</td>
<td>$0</td>
<td>2ai: Review results of traffic stop/arrest data to identify community 2b: Complete analysis of traffic-stop and arrest data... Summarized data findings and graph percentage of different types of calls/responses vs demographic information.</td>
</tr>
<tr>
<td><strong>Attend at least one listening session set up by the Pohlad Team to identify possible gaps in current data collection methods.</strong></td>
<td>Q4 2023</td>
<td>$0</td>
<td>2aiii: Collaborate with community to host listening sessions, and trauma informed decisions Pohlad Team members (including PEACE Commission members) will listen and write down the narrative data provided by attendees at the events and listening sessions. Recommended at least one additional data point for the dashboard.</td>
</tr>
<tr>
<td><strong>Obtain demographic information</strong> in GVPD and City staff.</td>
<td>Q4 2022</td>
<td>$0</td>
<td>Analyzed and reported demographic data correlating to demographics of GV community and the crime statistics.</td>
</tr>
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</table>
Community Engagement

The engagement focus for Q3-Q4 2022 will be to conduct listening sessions with broad segments of the community and to collaborate with the GVPD in evaluating and enriching its community-facing, non-law-enforcement initiatives.

Over the past two decades, the City of Golden Valley has practiced a model of informed consent engagement supported by traditional media practices. Typical GVPD outreach has been centered on informing the public about how the department operates, crime reduction and safety strategies, and relating to youth.

**Budget:** The activities outlined in this proposal will be covered by either Pohlad grant dollars or within the existing 2022 PEACE Commission budget.

**Vision**
Golden Valley community members and the GVPD have mutually trusting and respectful relationships that foster safe, welcoming neighborhoods for all residents and a healthy, fulfilling work environment for all members of the GVPD.

**Design Principles**
- Foster courageous conversations and deep listening in safe spaces.
- All voices in the community receive a respectful hearing.
- Use transparent and inclusive models of engagement.
- Seek solutions, not blame or political advantage.
- Practice citizen-led, knowledge-based, culturally informed inquiry.

**Current and Potential Activities**
- **Conduct community communication and outreach,** such as informed consent listening sessions with selected groups of community stakeholders having identified shared interests. The initial approach is to invite a cross-section of influencers to participate in an introductory listening session about safety concerns and interactions with police. This session will help gauge feasibility of session design and schedule, plus gather community perspectives to inform future Commission actions.

The listening sessions will be held in safe spaces selected in partnership with a community member who will invite participants from their group. Sessions will include an experienced PEACE Commission member and a GVPD representative to facilitate and document the discussions. Scheduling will be subject to availability of the participants. A summary of findings will be reported to the community.

Invitees to the initial session will be drawn from across the city and representatives from diverse community interests, including:
- PRIME
- DEI Commission
- police professionals
- neighborhood activists and block watch groups
• **LGBTQ+ communities**
  • recovery/incarcerated/re-entry supporters
  • faith Communities
  • schools and parents
  • youth recreation programs
  • multi-family/rental housing
  • mental health, aging, and disability advocates
  • social services providers
  • major employers and business owners
  • neighboring cities

- **A Community Forum** is not the Commission’s preferred first engagement strategy, since we have not yet conducted formal research or listening sessions in the community, and this plan is our first direct communication with the City Council. However, we recognize that some members in the community desire an open public discussion related to the challenges facing the Police Department. We do not believe the PEACE Commission should lead such a forum at this time, but we would gladly participate.

- **Explore new communication strategies and tools** that supplement standard City communication methods by expanding reach, targeting, and timeliness to report on joint GVPD-PEACE work and gather community input. These could include incorporation of Commission reports and updates on the new dashboard; subscription-based e-news bulletins; social media, podcasts, and QR code to link public with Commission and GVPD content; and other user-friendly methods that better engage the community, the GVPD, and the commission with each other.

  This work will involve City policies and practices, dashboard development, and possible Commission by-laws changes, so timetables for implementation will likely be pushed into 2023.

- **Pilot restorative circles**, a community-led listening process to repair harm and strengthen relationships in settings where a law enforcement response is not required or wanted.

  In the pilot phase we will identify community-based circle leaders, develop criteria for selecting issues to address, and seek test cases to evaluate effectiveness. The next stage will inform the public about the program and how individuals and groups may participate.

- **Advise on and support current GVPD outreach**, including visibility at National Night Out and other GVPD public events, and community events like Market In The Valley. Other activities could involve ride-alongs, neighborhood signage, and assigning PEACE Commission members areas of the city to support GVPD members assigned neighborhood relations. The Commission should model for the community how to act in partnership with the GVPD.

- **Reboot Neighborhood Watch** to rename and refocus the outdated program to better reflect 21st century policing and engagement in fostering safe and welcoming communities. PEACE Commission members will bring complementary skills and perspectives to help the GVPD energize the program’s renewal. This should be a high priority.

- **Joint recognition of peacekeepers** will honor respective GVPD and community roles in keeping peace in the valley. The Commission can show appreciation through new methods of recognition and storytelling about actions that make Golden Valley a safe and welcoming community.
### Q3-Q4 2022 Focus: Listening and Collaboration

<table>
<thead>
<tr>
<th>Task</th>
<th>Timeframe</th>
<th>Budget</th>
<th>Pohlad Grant</th>
<th>Measure</th>
</tr>
</thead>
</table>
| **Conduct listening sessions** with stakeholders to inform future Commission actions and elevate community voices. | Q3-Q4 2022 | Catering for first session $20 per person | 1A.iii: Convene an initial community conversation to bring together GVPD, community organizers, community groups, and community at large.  
2A. iii-iv: Community Partners Program  
Collaborate with community to host listening sessions; collect “narrative data” at events/sessions  
5F: Include PEACE Commission in audit process to facilitate community engagement as necessary, which will include community members identified by the Data Team as that data becomes available. | • Increased public input to Council and GVPD reflecting the entire community  
• Wider community understanding of language and rationale for restorative practices and DEI in policing  
• Reciprocal, sustained relationships between police and community groups  
• Increased trust from community organizations and individuals based on key indicators |
| **Pilot restorative circles** to address neighborhood safety and quality-of-life issues. | Q4 2022    | Meeting space fee:  
Facilitator fee:  
Meeting supplies: | 3A: Community Call Response Model | • Increased trust from community organizations and individuals based on key indicators |
| **Support GVPD outreach**, including National Night Out and Market In The Valley. | Q4 2022    | $0                      |                                                                                               | • Increased public awareness of GVPD-PEACE joint efforts                    |
| **Reboot a renamed Neighborhood Watch** to better reflect 21st century policing and foster “safe and welcoming communities.” | Q4 2022    | TBD                     |                                                                                               | • Increased block participation  
• Less property crime and positive perception of safety  
• Increased public awareness of positive policing  
• Improved PD perception of support |
| **Recognition of peacekeepers**, honoring GVPD and community contributors | Q4 2022    | TBD                     |                                                                                               | • Increased public awareness of positive policing  
• Improved PD perception of support |

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Appendix A

Historical Context: Formation Of The PEACE Commission
Appendix B

PEACE Commission Bylaws
BYLAWS
Police, Employment, Accountability, & Community Engagement (PEACE) Commission

Article I: Purpose, Mission, and Duties

The Commission shall be an advisory commission to the City Council.

A. Mission. It shall be the PEACE Commission’s mission to help the Police Department, as defined in City Code section 2-130, innovate and transform its provision of public safety services based on community input and needs, and to assure that the department provides inclusive, community-centered service. The Commission shall carry-out this mission by:

1. Establishing transparency and accountability to the public;
2. Enhancing communication and understanding between the Police Department, and the people it serves through community dialogue and engagement; and
3. Ensuring the Police Department applies practices that promote equity and inclusion and prioritize hiring and retaining officers with diverse backgrounds.

B. Duties. It is the duty of the PEACE Commission to advise and make recommendations to the Council on matters relating to and affecting policing in the City of Golden Valley for the purpose of furthering the Commission’s mission. All of the Commission’s work shall be performed pursuant to an annual work plan approved by the Council. Specifically the Commission may:

1. Conduct programs of research and study, in conjunction with the Police Chief and City Manager that analyze Police Department practices, internal controls, and compliance with applicable law and regulation relating to: police policy and procedure; community engagement and attitudes toward policing; training, recruitment and retention initiatives; and other matters related to the mission of the Commission. Research and study includes programs that collect, review, and audit summary data and compile aggregate statistics relating to the Commission’s mission.

2. Present the results of programs of research and study on a periodic basis to the City Manager, Police Chief, or City Council for the purpose of ensuring Police Department operations are conducted in a lawful, effective, transparent, and nondiscriminatory manner.

3. Make recommendations to the City Council, City Manager, and Police Chief relating to internal controls, police policy and procedure; community engagement and attitudes toward policing; training, recruitment and retention initiatives; and other matters contained within a program of research and study.

4. Celebrate exemplary police work and highlight examples of positive contributions to public safety by community members.

5. Educate and learn from the community. Create and implement a community engagement and outreach program for the purpose of building trust and communication between the police and community members and facilitate community space in response to current
events related to public safety. Community engagement includes but is not limited to: community forums to facilitate discussions with community members about their experiences with the Golden Valley Police Department, programs to educate the community about policing, and informal relationship building activities.

(6) Collaborate with the Community, City Manager, Human Resources Director, and Police Chief to develop and maintain equitable and inclusive recruitment and hiring processes.

(7) In August of each year as part of its annual report, review and provide feedback to the City Council on:

   i. The previous year’s hiring data;
   ii. The hiring and promotion processes employed by the department in the previous year;
   iii. The Commission’s previous year goals and how the goals were advanced;
   iv. The Police Department’s previous year goals and how the goals were advanced; and
   v. The City’s prosecution philosophy, data, and goals, and how the goals were advanced.

Article II: Membership, Appointments, Terms, and Officers

A. Membership. The Commission shall consist of:

   (1) Three individuals that represent populations historically and presently harmed by policing

   (2) Two employees of the Police Department which shall include:

      i. One licensed Peace Officer, as defined in Minnesota Statutes section 626.84, subdivision 1(c), that supervises other licensed Peace Officers in the Police Department, such as a commander, sergeant, or the Chief; and

      ii. One Police Department employee (staff or licensed Peace Officer) in a non-supervisory role.

   The two Police Department members shall be non-voting, ex officio members and shall not be counted in determining the number required for a quorum. If an ex officio member leaves City employment, their membership shall automatically terminate. In appointing ex officio members, the Council shall endeavor to include a variety of perspectives, experience, and roles.

   (3) At least one and no more than two youth, 21 years old or younger, who live, work, or attend school in the City of Golden Valley;

   (4) One individual with professional human resources or recruitment experience;

   (5) One individual or social service provider with knowledge or experience of mental health, substance use disorder, or homelessness;

   (6) One individual or caregiver with knowledge of or experience working or living with the senior population in Golden Valley;
(7) One parent, teacher, or administrator at a school that serves Golden Valley residents;

(8) One individual who is a renter or lives in multi-family housing or group housing in Golden Valley; and

(9) At least one individual that has been impacted by the criminal justice system for example, a criminal defendant or criminal defense attorney.

If the City does not receive qualified applications from one or more of the above categories, the remaining spots may be filled with any qualified applicant with substantial ties to the City of Golden Valley.

In making appointments to the commission, the Council shall endeavor to maintain a membership that reflects the many different social identities represented in the City of Golden Valley, including but not limited to race, color, creed, religion, ancestry, national origin, sex, sexual orientation, gender identity, disability, age, marital status, status with regard to a public assistance program, socioeconomic status, or familial status.

B. Appointments and Terms. Appointments are made effective May 1 of each year. The Council shall appoint regular members of the Commission for three-year staggering terms. Youth members may be appointed for one, two, or three year terms. The terms of Commission members shall be fixed and determined at the time of appointment by the governing ordinance. City Council shall appoint the members of the Commission and to fill vacancies for unexpired terms.

Commissioners may serve up to two consecutive three year terms. Partial terms shall not be counted toward this term limit. Former commissioners may be re-appointed for additional terms so long as they have not been on the commission during the twelve months prior to the effective date of any subsequent appointment.

C. Participation, Expectations & Sentiment. The City of Golden Valley has a history of confronting the impact of policing of racially marginalized groups in the City and in the Twin Cities Metro Area. It is in this spirit, the City Council requested a Task Force to develop a framework for community members to provide recommendations to further equity in all facets of policing. The Task Force recommended the creation of the Police Employment, Accountability, and Community Engagement (PEACE) Commission and were initially responsible for drafting the Commission’s Mission and Bylaws. The Task Force worked together from November 2020 to June 2021. The work of the Task Force was influenced by the social context of the murder of George Floyd in the summer of 2020 civil unrest and subsequent trials of the involved officers.

In this complex social context, the Task Force worked hard to reconcile many different views of community policing and systemic racism in public safety. In that spirit, the Task Force envisions this commission and its members will accept the following sentiment as the foundation of their work: Commissioners should approach their duties and responsibilities with a growth mindset. They should create opportunities for mutual respect, listen to understand, and value the perspectives and opinions of all stakeholders.

D. Officers. The Commission shall elect officers of Chair and Vice-Chair from the Commission membership by its voting members at its regular annual meeting, (no later than the second meeting after May 1 in each year). The Chair and Vice Chair positions rotate, and members may only serve
two consecutive years as the Chair or Vice-Chair. Should the office of Chair or Vice-Chair become vacant, the Commission shall elect a successor from its membership at the next regular meeting and such election shall be for the unexpired term of said office. Officers may also delegate the duties of their position to other Commissioners as deemed appropriate by the Commission.

Chair responsibilities include:

(1) work with staff liaison to develop meeting agendas
(2) conduct and preside at all meetings in a productive and time-efficient manner
(3) ensure the Commission conducts its activities within the stated mission and bylaws of the Commission
(4) appoint Commissioners to subcommittees
(5) monitor and ensure the progress of the Commission
(6) report to the City Council

Vice-Chair responsibilities:

(1) perform the duties of the Chair in the absence or incapacity of the Chair
(2) perform all other duties as prescribed by the Commission

Article III: Meetings and Attendance

A. Meetings. All meetings of the Commission shall be conducted in accordance with the Minnesota Open Meeting Law and City code. This means all business and discussion occurs at a meeting that has been posted and is open to the public.

The presence of a majority of all regular members currently appointed to the Commission shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. In the event a quorum is not reached, a smaller number of members may meet to have informal discussion, however, formal action shall not be taken and must be reserved for such time as when a quorum of the Commission is reached. A quorum of the members should not discuss Commission business by email, forms of social media, telephone, or informal meetings. If there are no items on the agenda, the meeting shall be cancelled and the staff liaison shall communicate the cancellation to the commissioners.

The proceedings of meeting should be conducted using standard parliamentary procedure.

(1) Regular Meeting.

The regular meeting of the Commission shall be held on the second Thursday of the month at City Hall at 6:30 pm. The Commission may, by a majority vote, change its regular meeting dates for any reason provided proper public notice of the changed meeting is provided.

(2) Annual Meeting.

The Annual Meeting of the commission shall be a regular meeting, typically the first meeting after May 1 of each year, at which time officer elections will be held.
(3) Special Meetings.
A special meeting of the Commission may be called by the Chair or two commissioners, or by the City Council, for the purpose of transacting any business designated in the meeting notice. The notice for a special meeting shall be posted in compliance with the Minnesota State Statutes governing public meetings. The staff liaison shall notify Commissioners at least three days prior to the meeting of the date, time, place and purpose of the special meeting. A special meeting must also be posted in accordance with the requirements of the Minnesota Open Meeting Law.

B. Attendance. Members are expected to attend all meetings, including the annual board and commission joint meeting. If a member is unable to attend a meeting, they should contact the staff liaison, who will inform the chair. If it is known in advance that a quorum will not be attained, the meeting will be canceled. Staff liaisons will track attendance at each meeting. Each April, the City Manager’s office will review attendance records for the preceding calendar year (April-March) and send a standardized letter of warning to any member that has missed:

• two consecutive or three total meetings for groups that meet once a month; or
• two consecutive or five total meetings for groups that meet twice a month.

Because attendance is so important to the work of the City’s boards and commissions, the City Manager may ask the member to explain the reasons for their absences. If circumstances prevent the member from committing to consistently attending future meetings, the member may be asked to step down. The City Manager will not ask the member to step down if their inability to attend meetings is due to health reasons. If the member’s attendance does not improve within 3 months after receiving a warning, the City Manager or their designee shall ask the member to step down. If the member chooses not to step down, the Council may take action to remove the member.

Article IV: Rules
A. Agenda

(1) Preparation of the Agenda
The agenda for regular and special meetings of the Commission shall be prepared by the staff liaison. Items to be placed on the agenda may be proposed by the Chair, a Commission member, the staff liaison or at the request of the City Council. Residents, businesses, or other interested parties may contact the staff liaison to request that an item be placed on the agenda for consideration. All agenda topics presented by the City Council will be placed on an appropriate agenda; requests from other parties will be placed on an appropriate future agenda at the discretion of the staff liaison.

(2) Approval of the Agenda
The agenda shall be approved at each meeting prior to discussion of any item on the agenda. At the time of agenda approval, items may be removed and the order of business may be modified by a majority vote of members present at the meeting. No items shall be added to the agenda unless deemed as urgent by the staff liaison.
(3) Future Agendas
At each meeting, the staff liaison shall provide a list of future agenda items. Commission members present may communicate items recommended for inclusion on future agendas. All items must be consistent with the Commission’s mission and annual work plan. The Commission may ask the Council to amend its work plan if it wishes to add or remove items from its work plan during the year.

B. Records. All minutes and resolutions shall be in writing and shall be kept in accordance with City procedures, Minnesota Statute and Rules regarding preservation of public records and the Minnesota Government Data Practices Act. The following is an inexhaustive list of Commission records. The Commission may approve any document or record not listed to be retained as an official record by a majority vote.

- GVPD Organizational chart
- Anonymized recruitment and retention demographic report by position maintained by the Human Resources Department
- Records of classification studies, actions and job descriptions (describing typical duties, responsibilities and minimum qualifications)
- Documents produced as a result of commission work or relied on by the commission to carry out its work
- All data published by the Golden Valley Police Department on the GVPD window or similar data portal.

C. Work Plan. The Commission will draft an annual work plan that details activities and projected timelines for the upcoming year.

- The Chair may appoint Commissioners to be primarily responsible for each work plan activity.
- The Commission may establish subcommittees to oversee work plan activities. The subcommittees will be chaired by Commissioners appointed by the Chair.
- The Commission’s work plan will be submitted to the City Council, typically during the first quarter of the calendar year. The Chair and/or Commissioners will attend a Council/Manager meeting to discuss the annual work plan with the City Council.
- The Commission’s work plan must be agreed upon by the City Council.

D. Annual Report. The Commission shall submit an annual report to the City Council summarizing the past year’s activities. The report may highlight information the Commission finds appropriate to convey to the City Council.

- The Chair or Vice-Chair will prepare the report for approval by the Commission. Commission members may submit signed addenda presenting alternative conclusions or perspectives.
- The report and addenda are submitted to Council with the current year work plan in the first quarter of the calendar year or as soon thereafter as possible.
E. **Subcommittees.** The Commission may create subcommittees to plan and direct activities related to the duties and responsibilities of the Commission and to facilitate and implement work plan activities.

- Subcommittees will be chaired by Commissioners appointed by the Chair and shall not consist of a majority or more of currently appointed Commission members.
- A majority of the subcommittee must be present to conduct business, including the subcommittee chair.
- The Commission may consolidate or dissolve subcommittees at any time.
- The subcommittee chair may appoint other Commissioners and community members to the subcommittee, provided that the subcommittee at no time consists of a majority or more of currently appointed Commissioners.
- The subcommittee chair shall report back to the Commission about its activities as an agenda item at regular Commission meetings.
- Subcommittee meetings shall be held at a date and time that does not conflict with the Commission’s regular and special meetings. The staff liaison shall be notified of the date, time, location and topic of all Subcommittee meetings.

F. **Performance of Duties.** Commissioners are expected to adequately prepare for meetings. Commissioners unable to complete an assigned task should notify the commission chair or subcommittee chair as soon as possible. All members are expected to actively participate in the substantive work or participate in a subcommittee. The staff liaison may ask the City Council to review a Commissioner’s appointment based upon its assessment of significant lack of performance.

**Article V: Amendments and Revisions**

The Commission will review these bylaws no later than the second meeting after May 1 every three years. Members may present recommendations for changes and amendments. These bylaws can be altered or amended at any regular monthly Commission meeting with a majority of members present, provided that notice of the proposed changes and amendments is provided to each member at least 10 business days before the meeting. The Council must review and approve any changes to, and has final authority regarding, these bylaws.

**Article VI: Definitions**

For purposes of the PEACE Commission’s work, the following terms shall have the meanings given below:

- **Accountability:** A range of actions to mitigate harm and to restore mutual respect, as defined by impacted parties and the Commission.
- **Community:** Residents, visitors, businesses owners, workers and members of surrounding communities that interact and utilize GVPD services.
• **Community Engagement**: Conversations and activities that promote reciprocal communication of knowledge, perspectives and ideas to build trust and mutual respect between community members and GVPD.

• **Data**: Quantitative and qualitative information, including narratives from all perspectives, gathered, synthesized and published by GVPD, the PEACE Commission or other organizations relevant to the work of the Commission.

• **Gender fluid**: Individuals whose gender varies over time. A gender fluid person at any time may identify as male, female, gender, or any other non-binary identity or some combination of identities.

• **Gender non-conforming**: Individuals who do not adhere to the traditional gender expectations for appearance and behavior of people of their assigned gender. Some identify as transgender, but others do not.

• **Historically harmed**: Individuals and groups associated with social identities that have been historically and presently harmed by the American system of policing (i.e. LGBTQ+, American Descendants of Slaves (ADOS), Black, Indigenous and Latina/o/x community members, individuals with mental and physical dis/abilities, immigrants, refugees, etc).

• **Public Safety Services**: Programs, responses, and interactions provided to meet the safety and wellness needs of all community members, including both the providers and recipients of the services, with the intent to maintain dignity, build respect, detect and prevent crime, or enforce the law. The term Public Safety Services reflects the evolution of the role of peace officers from a focus on criminal detection, prevention, and enforcement, to a community-driven service model that values learning from and sharing power with community and aims to reduce trauma responses traditionally associated with policing in historically harmed communities like members of the Black, Brown, Indigenous and LGBTQ+ communities.

• **Racism**: The normalization and legitimization of an array of dynamics – historical, cultural, institutional, and interpersonal – that routinely advantage Whites while producing cumulative and chronic adverse outcomes for Black, Indigenous, and People of Color (racialequitytools.org).

• **Transparency**: A principle of institutional commitment to be open and forthcoming with data and information.
Appendix C

Pohlad Family Foundation Grant
POHLAD FAMILY FOUNDATION GRANT AGREEMENT

The Pohlad Family Foundation (hereafter “FOUNDATION”) is pleased to approve a restricted grant of $250,000 to the City of Golden Valley (hereafter “GRANTEE”). By accepting this grant, the GRANTEE agrees, as a condition of the grant, to the following terms and conditions as of the date set forth below its signature hereto:

1. That the purpose of this grant is the following: assist in establishing the Police Employment, Accountability, and Community Engagement (PEACE) Commission, complete a racial equity audit of policing policies, and establish data tools to increase transparency in policing. The grant activities and outcomes are further detailed in Attachment A, which is incorporated herein by reference. The proceeds of the grant will be used in accordance with the budget attached hereto as Attachment B, which is incorporated herein by reference.

2. That the grant period extends from: January 1, 2022 to April 30, 2024.

3. That payment(s) will be made by the date(s) listed in the following table provided the terms and conditions of this agreement are met as of the date of each payment:

<table>
<thead>
<tr>
<th>Payment Amount</th>
<th>Scheduled Payment Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>$125,000</td>
<td>June 15, 2022</td>
</tr>
<tr>
<td>$125,000</td>
<td>March 31, 2023</td>
</tr>
</tbody>
</table>

The GRANTEE will provide written certification of its compliance with this grant agreement, dated as of the date of the applicable scheduled payment date, in a form reasonably acceptable to the FOUNDATION, as a condition to receipt of the payment on the applicable scheduled payment date.

4. To submit progress reports of activities carried on under the grant, evaluations of what the grant accomplished, complete financial reports detailing use of the grant funds according to the following schedule and such other documents, reports or analysis reasonably requested by FOUNDATION. The FOUNDATION will send a reminder and instructions for completing required reports prior to the report due date but the failure to provide the reminder does not waive the GRANTEE’s obligations hereunder.

<table>
<thead>
<tr>
<th>Report Type</th>
<th>Report Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid-Grant Report</td>
<td>March 1, 2023</td>
</tr>
<tr>
<td>Final Grant Report</td>
<td>April 30, 2024</td>
</tr>
</tbody>
</table>

5. To use the funds only for the tax-exempt purpose, as defined by the Internal Revenue Service, as described in the grant application and subsequent grant notification letter and not for any other purpose without the FOUNDATION’s prior written approval.
6. To not expend any grant funds for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Internal Revenue Code.

7. To notify the FOUNDATION immediately, in writing, of any change in (a) GRANTEE'S legal or tax status, (b) GRANTEE'S executive or key staff responsible for achieving the grant purposes, (c) GRANTEE’S ability to expend the grant for the intended purpose, (d) any expenditure from this grant for any purpose other than those for which the grant was intended, or (e) any action or inaction, or the happening of an event, that could have a material adverse effect on the achievement of the designated purpose of the grant or the use of the grant proceeds for the designated purpose.

8. To repay any portion of the grant which is not used for the designated purpose. Any unspent or uncommitted funds at the end of the grant period must be promptly returned to the FOUNDATION unless other arrangements have been agreed to in writing prior to the end of the grant period.

9. To allow the FOUNDATION to review and approve the content of any proposed publicity concerning this grant prior to its release and to recognize the FOUNDATION in all publicity materials related to the funded project or program.

10. To allow the FOUNDATION to include information about this grant in the FOUNDATION’s periodic public reports, newsletter, news releases, social media postings, and on the FOUNDATION’s website. This includes the amount and purpose of the grant, any photographs you have provided, your logo or trademark, and other information and materials about your organization and its activities. In furtherance of this section, you agree to provide upon request any requisite releases (including photo releases), consents or similar documents necessary to provide the FOUNDATION with the full and intended value of the first sentence of this section.

11. To maintain books and records adequate to demonstrate that GRANTEE has used grant funds for intended purpose and to make its books relating to this grant available to the FOUNDATION at reasonable times during the term of the grant and for a period of four years following the end of the grant period.

12. That any grant payment may be discontinued, modified, or withheld at any time when, in the judgment of the FOUNDATION, such action is necessary to comply with the requirements of law or this grant agreement or due to a breach of this grant agreement by GRANTEE.

13. Consistent with Executive Order 13224 and the Patriot Act, no portion of the grant will be used to support terrorism, or will be diverted to other individuals or organizations which have assisted, sponsored, or provided financial, material, or technological support for terrorists or persons associated with terrorists.

14. This agreement is governed by the laws of Minnesota without regard to conflict of laws provisions and the venue of any dispute regarding its terms shall be exclusively brought in
the state and federal courts located in Hennepin County, Minnesota. This grant agreement, including Attachments A and B hereto, represent the entire agreement of the parties with respect to the subject matter hereof. This grant agreement may not be assigned by the GRANTEE. This grant agreement may be amended or modified, or any provision hereof waived, only with the written consent of the FOUNDATION and the GRANTEE.

CITY OF GOLDEN VALLEY

Name Shepard M. Harris
Title Mayor
Signature
Date 5/18/2022

Acknowledged and agreed to by the POHLAD FAMILY FOUNDATION

Name Susan Bass Roberts
Title Executive Director
Signature
Date 6/1/2022
The following work will be completed by the City of Golden Valley Pohlad Grant Team, which consists of the Police Chief and Commanders, the Equity and Inclusion Manager, the Community Connections and Outreach Specialist, the Deputy City Manager/HR Director, the City Manager, the Crime Analyst Supervisor, and the City Attorney.

**Activities:**

1. **Officer training and development**

   A. Hire consultant to conduct trauma and restorative training community activities for police department, community organizers, community groups, and community at large. Action Plan Details:
      
      i. Conduct market research to hire consultant to provide training.
      
      ii. Identify restorative leaders in GVPD for training.
      
      Convene an initial community conversation to bring together GVPD, community organizers, community groups, and community at large.
      
      iii. Create procedure within procedure manual to identify situations and protocols for restorative practices.

   B. Hire consultant to continue the diversity, equity and inclusion training of police officers. Action Plan Details:
      
      i. Collaborate with previous diversity and inclusion facilitator to determine next appropriate training.
      
      ii. Set specific expectation for individual and group participation amongst GVPD staff.
      
      iii. Facilitate a series of trainings for all GVPD staff. In consultation with the City’s Equity and Inclusion Manager, the consultant will create and deliver a training progression over two years.
         
         • Preliminary recommendation: quarterly training opportunities

   Community Connections and Outreach Specialist will collaborate with selected consultants to coordinate events and compensate circle keepers, community healers and trauma-informed practitioners. (Conducted as needed – at least twice per year).

2. **Establish a community partner program to understand contributing factors to racial disproportionality in arrests and police interactions, document findings, and establish a specific, written plan to decrease disproportionality.**

   A. With support from the technical assistance team, the Pohlad Grant team, including the Community Connections and Outreach Specialist, will collaborate with current community partners to develop and execute a specific community engagement plan, to include events and activities to build and enhance relationships with individuals and organizations.

   Action Plan Details:
i. Review results of the traffic stop/arrest data as a tool to identify community impacted policing, including communities living outside of Golden Valley.

ii. Work with Rainbow Research to create data collection tools and share them on City website and social media.
   - Work with PEACE Commission and technical team to identify key terms/indicators to define the narrative data. Indicators may include key terms such as “trust” or “safety.”

iii. Collaborate with community groups and leaders to host community listening events, provide racial trauma healing sessions for community groups and police officers, and facilitate ongoing cross jurisdictional relationships
   - City Council members and other City employees may be invited to participate as well.
   - Identify individuals who want to participate in the data analysis (2B).
   - Pohlad team will ensure mental health and emotional wellness resources are available for attendees (including social worker resources, connecting with local faith communities, etc.)

iv. Pohlad Team members (including PEACE Commission members) will listen and write down the narrative data provided by attendees at the events and listening sessions.

B. Complete analysis of traffic-stop and arrest data to identify trends and specific communities, including data disaggregated by race, geographic location, gender, age, impacted by policing practices.

Action Plan Details:

i. After data is collected, identify a team (“Data Team”) to consist of:
   - Community members impacted by policing practices (self-identified in 2A)
   - PEACE Commission Data Sub Committee members
   - Internal Pohlad team (including GVPD)
   - Technical Assistance Team partners

ii. The Data Team will:
   - Aggregate and analyze the raw data (both quantitative and narrative data) to determine disparities.
   - Complete a root-cause analysis using a tool selected by the Data Team.
   - Produce a report including analysis and action plan recommendations for disparity reduction.
   - Share completed report with City and community.

iii. Use data to inform policy making, training, data dashboard construction, community engagement, and community call response model

3. Engage Community Partners to Build Trust and Provide Community Call Response Model

A. The Community Connection and Outreach Specialist will work with the police department to host community events and activities, attend community events in and around Golden Valley, and build relationships with individuals and community groups.
Action Plan Details:

i. Invite community organizers to attend events and activities within Golden Valley to build relationships

ii. Hire groups with whom we have built relationships to provide ongoing support to the police department with trust building and de-escalation during high-stress events and calls for service

iii. Work with selected groups to build relationships with police department personnel
   a. Selected groups will work within Golden Valley to build trust and relationships with residents and engage residents to participate
   b. Provide training and education to community and police on the response models

iv. Collaborate with selected groups to solidify call response process, including appropriate call responses

4. Education and Certifications for Community Service Officer II
   A. Provide the following training and certifications for non-sworn responders within the police department:
      • Emergency Medical Response (EMR) or
      • Emergency Medical Transport (EMT)
      • Both mental health and de-escalation training; and
      • Trauma-informed response training
   B. Collaborate with current contracted Hennepin County embedded social worker to determine appropriate use of CSO II staff and set up call response systems to engage staff appropriately.

5. Hire consultant for racial equity policy audit
   A. Review all existing policies using a system such as Lexipol – complete policy/procedure
   B. Determine internal policy committee (“Policy Team”) including PEACE Commission and Police department personnel
   C. Post RFP to hire an outside equity consultant to conduct a thorough review of policies and procedures using a racial equity and criminal justice lens, and provide written recommendations to City Staff and the City Council
   D. Hire consultant
   E. Consultant conducts review
   F. Include PEACE Commission in audit process to facilitate community engagement as necessary, which will include community members identified by the Data Team as that data becomes available.
   G. Policy Team and Consultant provide policy recommendations and training to implement the recommended policy changes
   H. Polity Team and Consultant create process for ongoing policy review
   I. Incorporate Data Team recommendations into policy review process.
6. **Create open access to data and support innovative data-informed decision-making**

A. Research and evaluate, with PEACE Commission and public historians/GIS specialists (Mapping Prejudice), public facing web-based tools that provide interactive access to police data sets that include but are not limited to:
   - Data on crime statistics, traffic stops, searches, use of force, and officer involved shootings, all disaggregated by race and gender
   - Employment, recruitment and retention data, disaggregated by race and gender
   - Complaint data
   - Other public, aggregate data requested by community partners and PEACE Commission

B. Choose company/organization based on market research to create the data dashboard

C. Publish and advertise the data dashboard for community

D. Develop regular internal and external data cycle sessions with employees and community members from PEACE Commission and PRIME to analyze data collected in interface

E. Consult with public historians/GIS specialists (Mapping Prejudice) to analyze impact of publishing geographic policing patterns

F. Work with members of the Just Deeds coalition to educate community and professional associations on appropriate use of maps and their context

**Outcomes:**

1. **Officer training and development**
   - Officers will use restorative practice as a de-scalation tool in their interactions with community and to build relationships with community.
   - Restorative training will prepare officers for the restorative work they will engage in with the PEACE Commission.
   - Restorative and DEI training will inform updates to police policy manual
   - Increased understanding and adoption of restorative practices in procedure
     - Pre and post training assessment with progress monitoring (determined in collaboration with the hired consultant)
     - Procedure within the Police Procedure manual
   - Increased competency of diversity, equity and inclusion language
     - Pre and post training assessment with progress monitoring (determined in collaboration with the hired consultant)
   - Increased understanding of relevance and importance of diversity, equity, and inclusion initiatives to policing
     - Pre and post training assessment with progress monitoring (determined in collaboration with the hired consultant)

2. **Establish a community partner program to understand contributing factors to racial disproportionality in arrests and police interactions, document findings, and establish a specific, written plan to decrease disproportionality.**
   - Increased understanding of the impact law enforcement practices have on specific communities as documented in a written report prepared by the Data Team summarizing quantitative and narrative data collected under section 2(b) above
Identify specific harms and perceptions of GVPD that impact communities outside of the City, displayed in the final report produced by the Data Team

- Incorporate perspectives/narrative data in policy making process by referencing Data Team conclusions and reports as data becomes available. All relevant raw data and final reports of the Data Team will be provided to the policy review team and the City Council.
- Identified reciprocal relationships with police department and community groups
- Create sustained relationships with organizations and individuals outside of Golden Valley by adding them to a database of City contacts
- Public access to data and analysis will increase trust with communities as evidenced by community feedback with the organizations and individuals with whom we have relationships (including PEACE Commission feedback)
- Data-informed policies, procedures, community engagement, and training
- Decreased disproportionality in traffic-stops and arrests

3. **Engage Community Partners to Build Trust and Provide Community Call Response Model**
   - Decrease reliance on uniformed officers to respond to non-emergency calls
     - Use 2020 and 2021 response call data as baseline
   - Incorporate community intervention partners where appropriate
   - Decreased use of force incidents

4. **Education and Certifications for Community Service Officer II**
   - Decreased reliance on sworn officers to respond to medical and mental health calls
     - Use 2020 and 2021 response call data as baseline
   - Increased capacity among non-sworn staff to respond to medical and non-emergency calls as evidenced by call response logs and officer reports of activities
   - Decreased reports of trauma response by community members
   - Reduced use of force including injury to community members and officers
   - Decreased repeat agency response to mental health crisis calls

5. **Hire consultant for racial equity policy audit**
   - Updated policy manual
   - Developed framework for community engagement with PEACE Commission for ongoing policy review
   - Enhanced relationships between community members and police as evidenced by active engagement and participation by community in process.
   - All stakeholders have increased understanding of purpose and impact of policing policy
   - Policy manual be made available for public review; members of the public and community groups that did not contribute to policy development may provide ongoing feedback to City Council and PEACE Commission

6. **Create open access to data and support innovative data-informed decision-making**
   - Updated GVPD window (the PD’s current data dashboard) with interactive data sets, reports and tools, including: Traffic stops, arrests, prosecution statistics, etc.
- Provide downloadable, raw data to public that it may be disaggregated by race, gender, where people live, etc.
  - Routine root-cause analysis discussions at semi-annually to understand what policies and practices need to change to interrupt trends
  - Published reports on the City website and social media for informal community feedback
  - Increased understanding of how data correlates to housing patterns established by segregated housing patterns in Golden Valley and surrounding communities
  - Greater public accessibility to police department data
  - Public access to data and analysis will increase trust with communities as evidenced by narrative data from community members
  - Data-informed policies, procedures, and training
  - Decreased disproportionality in traffic-stops and arrests, including racial disproportionalities

**Timeline:**

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>TASK</th>
<th>START</th>
<th>END</th>
</tr>
</thead>
<tbody>
<tr>
<td>1A. Officer Training</td>
<td>i. Conduct market research to hire consultant</td>
<td>5/1/22</td>
<td>5/31/22</td>
</tr>
<tr>
<td></td>
<td>ii. Identify restorative leaders</td>
<td>8/1/22</td>
<td>10/31/22</td>
</tr>
<tr>
<td></td>
<td>iii. Convene an initial community conversations</td>
<td>10/31/22</td>
<td>12/31/22</td>
</tr>
<tr>
<td></td>
<td>iv. Create procedure within manual</td>
<td>10/31/22</td>
<td>3/1/23</td>
</tr>
<tr>
<td>1B.</td>
<td>i. Collaborate with DEI to determine next training</td>
<td>5/1/22</td>
<td>5/31/22</td>
</tr>
<tr>
<td></td>
<td>ii. Set expectation for participation</td>
<td>5/31/22</td>
<td>8/1/22</td>
</tr>
<tr>
<td></td>
<td>iii. Determine ongoing training through training progression over two years</td>
<td>8/1/22</td>
<td>10/31/22</td>
</tr>
<tr>
<td>2A. Community Partners Program</td>
<td>i. Review results of traffic stop/arrest data to identify community</td>
<td>5/1/22</td>
<td>8/31/22</td>
</tr>
<tr>
<td></td>
<td>ii. Work with Rainbow Research to identify/create data collection tools</td>
<td>1/1/23</td>
<td>2/28/23</td>
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<tr>
<td></td>
<td>iii. Collaborate with community to host listening sessions, and trauma informed decisions</td>
<td>3/1/23</td>
<td>5/1/23</td>
</tr>
<tr>
<td></td>
<td>iv. Pohlad team collect narrative data at events/listening sessions</td>
<td>3/1/23</td>
<td>5/1/23</td>
</tr>
<tr>
<td>2B.</td>
<td>i. Identify Data Team</td>
<td>5/1/22</td>
<td>7/31/23</td>
</tr>
<tr>
<td></td>
<td>ii. Data Team analysis and reports</td>
<td>8/1/23</td>
<td>11/30/23</td>
</tr>
<tr>
<td>Grant Recipient: City of Golden Valley</td>
<td>Grant Contact: Kirsten Santelices</td>
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<td>--------------------------------------</td>
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<tr>
<td>iii. Use data to inform policy making, data dashboard, etc</td>
<td>9/1/23</td>
<td>04/01/2024</td>
<td></td>
</tr>
<tr>
<td><strong>3A. Community Call Response Model</strong></td>
<td>i. Invite community organizers to attend events and activities within GV</td>
<td>5/1/22</td>
<td>10/1/22</td>
</tr>
<tr>
<td></td>
<td>ii. Hire groups provide support calls for service</td>
<td>5/1/22</td>
<td>10/1/22</td>
</tr>
<tr>
<td></td>
<td>iii. Groups build relationships with GV</td>
<td>10/1/22</td>
<td>5/1/24</td>
</tr>
<tr>
<td></td>
<td>iv. Solidify call response process</td>
<td>10/1/22</td>
<td>5/1/24</td>
</tr>
<tr>
<td><strong>4A. Certs CSOII</strong></td>
<td>Provide certs to CSOII</td>
<td>5/1/23</td>
<td>9/1/23</td>
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<tr>
<td><strong>4B.</strong></td>
<td>Collaborate with Hennepin Co. embedded social worker to determine call response</td>
<td>11/1/22</td>
<td>4/30/23</td>
</tr>
<tr>
<td><strong>5B.</strong></td>
<td>Determine Policy Team</td>
<td>5/1/22</td>
<td>6/1/22</td>
</tr>
<tr>
<td><strong>5C.</strong></td>
<td>Post RFP</td>
<td>6/1/22</td>
<td>7/27/22</td>
</tr>
<tr>
<td><strong>5D.</strong></td>
<td>Hire Consultant</td>
<td>7/27/22</td>
<td>9/6/22</td>
</tr>
<tr>
<td><strong>5E.</strong></td>
<td>Consultant conduct thorough review of policies and provide recommendations in sections</td>
<td>9/7/22</td>
<td>3/1/24</td>
</tr>
<tr>
<td><strong>5F.</strong></td>
<td>Policy Team and PEACE Commission community engagement in sections</td>
<td>10/1/22</td>
<td>3/1/24</td>
</tr>
<tr>
<td><strong>5G.</strong></td>
<td>Consultant and Policy Team provide recommendations for training</td>
<td>1/1/23</td>
<td>3/1/24</td>
</tr>
<tr>
<td><strong>5H.</strong></td>
<td>Policy Team and Consultant create process for ongoing policy review</td>
<td>1/1/23</td>
<td>3/1/24</td>
</tr>
<tr>
<td><strong>5I.</strong></td>
<td>Incorporate Data Team recommendations into policy review process</td>
<td>12/1/23</td>
<td>3/1/24</td>
</tr>
<tr>
<td><strong>6A. Data Dashboard</strong></td>
<td>Research GIS specialist and public historians</td>
<td>6/1/22</td>
<td>8/1/22</td>
</tr>
<tr>
<td><strong>6B.</strong></td>
<td>Choose organization to create dashboard</td>
<td>8/1/22</td>
<td>9/1/22</td>
</tr>
<tr>
<td><strong>6C.</strong></td>
<td>Publish &amp; advertise data dashboard</td>
<td>9/1/22</td>
<td>1/1/23</td>
</tr>
<tr>
<td><strong>6D.</strong></td>
<td>Develop regular internal &amp; external data cycle</td>
<td>9/1/22</td>
<td>10/1/22</td>
</tr>
<tr>
<td><strong>6E.</strong></td>
<td>Analyze geographic patterns</td>
<td>1/1/23</td>
<td>5/1/24</td>
</tr>
<tr>
<td><strong>6F.</strong></td>
<td>Work with Just Deeds to educate community on use of maps</td>
<td>1/1/23</td>
<td>5/1/24</td>
</tr>
</tbody>
</table>
POHLAD FAMILY FOUNDATION GRANT AGREEMENT
ATTACHMENT B - BUDGET

Operating Budget:

The City of Golden Valley will build out a specific budget, which will include the following known estimated annual expenditures.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Dollar Amount</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Officer Training and Development</td>
<td>$30,000</td>
<td>Restorative training</td>
</tr>
<tr>
<td></td>
<td>$15,000</td>
<td>DEI Training</td>
</tr>
<tr>
<td>Community Partner Program</td>
<td>$60,000</td>
<td>Compensation to community partners</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Costs to host community events, trainings, and racial trauma healing</td>
</tr>
<tr>
<td>Community Call Response Model</td>
<td>$45,000</td>
<td>Contracts with community organizing groups to attend events</td>
</tr>
<tr>
<td></td>
<td></td>
<td>and build relationships, as well as provide co-response</td>
</tr>
<tr>
<td>Education and Certificate for Community Service Officer II</td>
<td>$10,000</td>
<td>Cost of trainings and certifications for CSO II</td>
</tr>
<tr>
<td>Racial Equity Policy Audit</td>
<td>$65,000</td>
<td>Contract with selected equity consultant</td>
</tr>
<tr>
<td>Data initiative and dashboard</td>
<td>$25,000</td>
<td>Contract with organization to build the Data dashboard</td>
</tr>
</tbody>
</table>

Any significant changes in budget will be provided in writing and approved by Pohlad Foundation staff.
Agenda Item
2. Board and Commission Term Limits Discussion

Prepared By
Kiarra Zackery, Equity, and Inclusion Manager
Airrion Williams, Community Connections and Outreach Specialist
Tara Olmo, Executive Assistant
Kirsten Santelices, Deputy City Manager/Human Resources Director

Summary
At its annual strategic planning session, the City Council voted to increase diverse participation in boards and commissions as its Community Affairs top priority. Additionally, Council asked staff to consider updates to the current recruitment process and present a model for term limits.

City Management and Human Resources staff met with staff liaisons and management team to discuss improved processes and term limits.

Appointment Process

Timeline

January – March: City actively recruits and accepts applications for board and commission

March – April: Council interviews new applicants and considers attendance and participation of current commissioners for appointments in May

May: Council Appointments and reappointments

Throughout the year the City will accept applications and keep them on file for a period of one year. In the event of a board/commission resignation the City will review applications on file and “post” the Commission opening on the website and notify all current board and commissioners of the opening. The Council shall continue to make appointments to fill vacancies for unexpired terms.

Applications

Individuals shall continue to submit an application for a board and commission via the City’s website or in-person at City Hall.
Applications will now request demographic information (race, gender, gender identity, geographic identities and life experience information required for specific commissions). The data will be used to track representation in the equity dashboard. Once staff collect and synthesize data of applicants and appointees, staff can employ best practices at targeted populations unrepresented with our current recruitment and advertising strategy.

Interviews

Staff liaisons for each board and commission will develop 1-2 interview questions for their commission to provide to council.

Before interviews for board/commission candidates, council liaisons should convene with the board/commission and staff liaison to discuss areas of representation or experience council should identify of board/commission candidates through the interview process.

Executive Assistant will provide detailed instructions for board/commission candidates in the interview correspondence. Staff will create signage to help direct board/commission candidates through City Hall with further instructions on the day of the interview.

Youth Participation

Propose changing terms of youth appointment from May 1 – April 30 to October 1 – September 30. The timeframe better aligns with the traditional school year and for students and youth who are seeking volunteer opportunities. Staff recommend onboarding youth commissioners in a cohort model with opportunities for youth across boards and commissions to connect throughout their term.

Update definition of “youth” for all Boards and Commissions to “age 21 or younger who live, work, or attend school within Golden Valley, the Robbinsdale Area School District, or the Hopkins Area School District and be enrolled in grades 9 through 12.”

Staff considered recreating a youth council instead of youth positions on each board/commission. Currently, staff do not recommend a youth council due to staffing constraints.

Training

In addition to conducting the general orientation, each staff liaison will develop supplementary orientation materials specific to their board or commission and provide continued educational opportunities to support commissioner involvement.
Term Limits

Using the Police Employment Accountability and Community Engagement (PEACE) Commission model the following are proposed changes to the terms of City Boards and Commissions:

<table>
<thead>
<tr>
<th>Board/Commission</th>
<th>Current Terms</th>
<th>Proposed Terms 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board of Zoning Appeals</td>
<td>1 year terms No term limits</td>
<td>Staggered 3 year terms 2 full consecutive terms 1 year off</td>
</tr>
<tr>
<td>Diversity Equity and Inclusion Commission (DEIC)</td>
<td>3 year staggered terms No term limits</td>
<td>Staggered 3 year terms 2 full consecutive terms 1 year off</td>
</tr>
<tr>
<td>Environmental Commission (EC)</td>
<td>3 year staggered terms No term limits</td>
<td>Staggered 3 year terms 2 full consecutive terms 1 year off</td>
</tr>
<tr>
<td>Human Services Commission (HSC)</td>
<td>3 year staggered terms No term limits</td>
<td>Staggered 3 year terms 2 full consecutive terms 1 year off</td>
</tr>
<tr>
<td>Police Employment Accountability and Community Engagement (PEACE) Commission</td>
<td>Staggered 3 year terms 2 consecutive terms 1 year off</td>
<td>No proposed changes</td>
</tr>
<tr>
<td>Planning Commission 2</td>
<td>3 year staggered terms No term limits</td>
<td>Staggered 4 year terms 2 full consecutive terms 1 year off</td>
</tr>
<tr>
<td>Open Space and Recreation Commission (OSRC)</td>
<td>3 year staggered terms No term limits</td>
<td>Staggered 3 year terms 2 full consecutive terms 1 year off</td>
</tr>
</tbody>
</table>

Council Initiative Alignment

The above staff recommendations align with the Council’s goal of diversifying boards and commissions by providing a structure and system that supports giving more community members opportunities to serve in appointed positions.

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1 Commissioners may serve up to two consecutive three year terms. Partial terms shall not be counted toward this term limit. Upon serving twelve years total on a City Board or Commission, Commissioners may not be reappointed for a period of up to twelve months. Former commissioners may be re-appointed for additional terms so long as they have not been on the commission during the twelve months prior to the effective date of any subsequent appointment.

2 Planning Commission requires specialized technical training and knowledge of long-term projects, therefore staff recommend a longer term
Agenda Item
3. Discussion on Edible Cannabinoids Law Change

Prepared By
Myles Campbell, Planner
Marc Nevinski, Physical Development Director
Maria Cisneros, City Attorney

Summary
The Minnesota Legislature recently passed Chapter 98 of its 2022 Session Laws. The chapter was presented in late May, signed by the governor’s office in June, and went into effect July 1, 2022. Article 13 of Chapter 98 is of specific importance to the City, as it expands allowances on the sale of certain cannabinoid (CBD) products while setting some requirements for the new product type.

With the passage of Article 13, it is legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. As stated in the legal brief by the League of Minnesota Cities,

“Previous law authorized a product containing nonintoxicating cannabinoids to be sold, but the authority to sell edible CBD products was unclear. The new law expands the authority to include nonintoxicating cannabinoids, including edible cannabinoid products, provided they do not contain more than 0.3% of any THC. An edible cannabinoid product also cannot exceed more than five milligrams of any THC in a single serving, or more than a total of 50 milligrams of any THC per package.”

While the law makes it legal to sell these new CBD products and sets requirements for labelling, testing and marketing, it does not set a statewide licensing standard and leaves regulation on sales largely to local municipalities.

Golden Valley currently does not differentiate CBD retailers from other types of commercial businesses in the zoning code and does not have a licensing requirement such as with alcohol and tobacco retailers.
Staff is looking for direction from Council if local regulation is warranted of CBD retailers following the passage of Article 13. Questions to guide this discussion include:

- Should Golden Valley establish a license for CBD retailers or look to modify the existing tobacco retail license?
- How should Golden Valley regulate the location of CBD retailers through its zoning code?
  - Permitted in commercial zoning, permitted with restrictions, prohibited?
- What other questions do you have around the recent legislation that you would like to see investigated by staff?

Financial Or Budget Considerations
None

Recommended Action
Not a voting item, staff is seeking direction on possible local regulatory measures for edible cannabinoids.

Supporting Documents
- League of Minnesota Cities Legal Brief (3 pages)
Focus on New Laws: Some Edible Cannabinoids Now Legal

July 5, 2022

Cities may want to consider regulating sellers of certain edibles and beverages infused with the cannabis ingredient THC.

It is now legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), the cannabis ingredient extracted from hemp. Cities may want to update regulations and employee policies as a result of this new law.

The new law was passed by the Legislature as part of Chapter 98. Article 13 makes several changes to Minnesota Statutes, section 151.72 regarding the sale of certain cannabinoid (CBD) products. The changes took effect on July 1.

This new law was a surprise to many stakeholder groups and even to legislators, as many were not aware of the full extent of the language's authorizations. Many lawmakers were hoping to pass a provision to reign in the selling of delta-8, a substance manufactured from hemp-derived cannabidiol that has similar intoxicating effects as the more commonly known cannabinoid delta-9.

Instead, the language authorized certain amounts of both delta-8 and delta-9 in edible CBD products. This legislation was passed in the last days of session without broad discussion, with the provision added into the health and human services policy omnibus bill. It has been a source of frustration for both stakeholders and legislators, as the full impacts of the legislation are realized.

The League is continuing to work with the involved stakeholders to better understand the new law and provide guidance to cities on potential paths forward.

New definitions added

The new law creates several new definitions, including the following:

- Defining “certified hemp” to mean hemp plants that have been tested and found to meet the requirements of Minnesota Statutes, chapter 18K.
- Defining “edible cannabinoid product” to mean any product that is intended to be eaten or consumed as a beverage by humans, contains a cannabinoid in combination with food ingredients, and is not a drug.
- Defining “nonintoxicating cannabinoid” to mean substances extracted from certified hemp plants that do not produce intoxicating effects when consumed by any route of administration.

Cannabinoids extracted from hemp
The new law amends the scope of sale of any product that contains cannabinoids extracted from hemp and that is an edible cannabinoid product or is intended for human or animal consumption.

Previous law authorized a product containing nonintoxicating cannabinoids to be sold, but the authority to sell edible CBD products was unclear. The new law expands the authority to include nonintoxicating cannabinoids, including edible cannabinoid products, provided they do not contain more than 0.3% of any THC. An edible cannabinoid product also cannot exceed more than five milligrams of any THC in a single serving, or more than a total of 50 milligrams of any THC per package.

**Requirements for edible cannabinoid products**

Along with testing and labeling requirements, an edible CBD must meet several requirements, including that it:

- Not bear the likeness or contain cartoon-like characteristics.
- Not be modeled after a brand of products primarily consumed or marketed to children.
- Not be made by applying an extracted or concentrated hemp-derived cannabinoid to a commercially available candy or snack food item.
- May not contain an ingredient, other than a hemp-derived cannabinoid, that is not approved by the federal Food and Drug Administration.
- May not be packaged in a way that resembles any commercially available food product.
- Must not be packaged in a container that could reasonably mislead any person to believe that it contains anything other than an edible cannabinoid product.

An edible CBD product must be prepackaged in a container with certain requirements, including being child-resistant and tamper-evident. Any CBD product intended for more than a single use or containing multiple services must have indicators or separate wrapping for the individual serving sizes.

The new law prohibits the sale of any product containing any CBD or THC extracted or otherwise derived from hemp to be sold to any individual under the age of 21.

**Regulation of edible cannabinoids**

Regulation of the edible CBD products falls under the state Board of Pharmacy. The board has the authority to issue cease-and-desist orders under Minnesota Statutes, section 151.06; to embargo adulterated and misbranded drugs under Minnesota Statutes, section 151.38; and to seek injunctive relief under Minnesota Statutes, section 214.11.

**Guidance from the Board of Pharmacy** indicates that retailers selling products that contain cannabinoid to individuals under the age of 21 should be reported to local law enforcement agencies.

**Local regulation of edible cannabinoids**

The new law does not specifically prohibit cities from regulating the sale of cannabinoid products locally. Cities will need to work with their attorneys to determine what, if any, local
regulation would be right for their communities. Local regulations will most likely be through a city’s zoning or licensing authority.

**Employment impacts of edible cannabinoids**

It is important to consider both federal and state laws with respect to employee CBD use and related impacts to the workplace.

Cities often have positions requiring an employee to hold a commercial driver’s license (CDL). These positions are regulated by federal law and those regulations are supervised by the Federal Department of Transportation (DOT).

Federal law preempts state law related to CBD use. In fact, in a December 2012 notice, the DOT states it does not authorize the use of Schedule I drugs, including marijuana, for any reason. As a result, cities should continue to follow their current drug testing procedures related to CDL holders and to enforce prohibitions against any use of cannabis for CDL holders, regardless of state law protections.

Additionally, public safety employees who carry a firearm cannot lawfully use cannabis under federal law. Federal law prohibits cities from providing firearms or ammunition to an employee it knows or has reason to know is using cannabis.

For non-sworn police officer positions and non-CDL drivers, the new law provides no allowance for an employee to use, possess, or be impaired by cannabis while on duty. Dealing with impaired behavior on the job site can be challenging, so League staff will continue to research this new law and next steps for this groups of workers.

**Law enforcement impacts of edible cannabinoids**

The new law and recent rulings by the Board of Pharmacy have changed Minnesota’s controlled substances schedules related to certain types of THC products. The League is working with the Minnesota Chiefs of Police Association to explore the public safety implications of the new law.

Read more news articles

Your LMC Resource

Kyle Hartnett

Asst. Research Manager/Staff Attorney III

(651) 215-4084 or (800) 925-1122

khartnett@lmc.org
### Meeting & Item Info

#### July 19, 2022 City Council Meeting - 6:30 PM

1A - Pledge of Allegiance and Land Acknowledgement

Presentation

- Proclamation for National Night Out

Consent - Licenses

- New Liquor License - Nong's Thai Cuisine

Consent - Boards, Commissions, and Task Forces

- Receive and File PEACE Commission 2021 Annual Report and 2022 Work Plan

Consent - Bid, Quotes, and Contracts

- Approve Purchase of F-150s
- Approve Purchase of a Tandem Axle Dump Truck
- Approve Community Service Agreement with Breck School

Consent - Grants and Donations

- Resolution Accepting the Second Half of the Federal Grant Funds from the American Rescue Plan Act (ARPA)

Consent - Miscellaneous

- Receive and File Previous Quarter’s Financial Reports
- Adopt Resolution Approving Final Plat for Harold Avenue Addition
- Approve Amended PUD Permit for Central Park West PUD No. 121, Amendment #5
- Approve Assumption of Development Agreement for Central Park West PUD No. 121
- Adopt Resolution Approving Final Plat for Central Park West Third Addition
- Artessa - Approve Affordable Housing Agreement
- Adopt Resolution Approving Final Plat for Artesa Golden Valley

Public Hearing

- Approve Zoning Map Amendments to Achieve Conformance with the 2040 Comprehensive Plan
- Approve Amendments to the Future Land Use Map to Complete 2040 Comprehensive Plan Update

Old Business

New Business

#### August 3, 2022 City Council Meeting (Wednesday) - 6:30 PM

1A - Pledge of Allegiance and Land Acknowledgement

Presentation

- Proclamation Recognizing Don & Mary Anderson

Consent - Licenses

Consent - Boards, Commissions, and Task Forces

Consent - Bid, Quotes, and Contracts

- Approve Agreement with RCC for training

Consent - Grants and Donations

- Resolution and Agreement TBRA and DEED funding disbursal agreements

Consent - Miscellaneous

- Approve Right of Way Policy Updates

Public Hearing

Old Business

New Business

#### August 10, 2022 HRA Work Session (Wednesday) - 6:30 PM

Discussion re: Proposed HRA Budget & Levy

#### August 10, 2022 City Council Work Session (Wednesday) - 6:30 PM

- Review Annual Comprehensive Financial Report
- Review 2023-2024 General Fund and Preliminary Levy
<table>
<thead>
<tr>
<th>Meeting &amp; Item Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>Council Review of Future Draft Agendas</td>
</tr>
<tr>
<td><strong>August 16, 2022 Special City Council Meeting (Closed Session) - 5:30 PM</strong></td>
</tr>
<tr>
<td>Conduct Annual Performance Evaluation of City Manager Tim Cruikshank</td>
</tr>
<tr>
<td><strong>August 16, 2022 Special HRA Meeting - 6:30 PM</strong></td>
</tr>
<tr>
<td>Approve Golden Valley Affordable Homeownership program Qualified Developers</td>
</tr>
<tr>
<td><strong>August 16, 2022 City Council Meeting - 6:30 PM</strong></td>
</tr>
<tr>
<td>1A - Pledge of Allegiance and Land Acknowledgement</td>
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<tr>
<td>Presentation</td>
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<tr>
<td>New Employee Introductions</td>
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<tr>
<td>Summer Park Junior Leader Recognition</td>
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<tr>
<td><strong>Consent - Licenses</strong></td>
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<tr>
<td>General Business License - New &amp; Used Vehicle Sales Licenses</td>
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<tr>
<td><strong>Consent - Boards, Commissions, and Task Forces</strong></td>
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<tr>
<td><strong>Consent - Bid, Quotes, and Contracts</strong></td>
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<tr>
<td>Approve Interfund Loan for Irrigation System at Brookview Golf Course</td>
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<tr>
<td>Approve Institution Community Work Crew Program</td>
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<td><strong>Consent - Grants and Donations</strong></td>
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