7800 Golden Valley Road | Golden Valley, MN 55427
763-593-8012 | TTY 763-593-3968 | 763-593-8109 (fax) | www.goldenvalleymn.gov

September 25, 2025 — 6:30 PM
Council Conference Room
Hybrid Meeting

DEI COMMISSION MEETING AGENDA

Diversity, Equity, and Inclusion (DEI) Commission meetings are being conducted in a hybrid format with in-person and remote options for attending.

Remote Attendance Options: Members of the public may attend this meeting by streaming via MS Teams and entering passcode jCvmxK.

1. **Call to Order**

2. **Land Acknowledgement**
   We acknowledge and honor the Dakota nation, on whose ancestral land the City of Golden Valley is built, and whose land resources we use. We commit to counteracting the erasure of the cultural practices and presence of the Dakota people through education and by amplifying a wide range of indigenous voices.

3. **Roll Call**

4. **Approval of Agenda**

5. **Approval of Minutes**
   - 5.A. Approval of Minutes - June 24th, 2025
   - 5.B. Approval of Minutes - July 22nd, 2025

6. **Discussion Items**
   - 6.A. Land Acknowledgement Updates
   - 6.B. Bill Hobbs Award
   - 6.C. MLK Human Rights Contest

7. **Subcommittee Updates**
   - 7.A. City Systems
     1. Planning Commission Joint Meeting Debrief (Missing Middle Housing Study)
     2. Community Development Policy and Ordinance Review
   - 7.B. Communication and Networking
     1. Market in the Valley Global Culture Event Debrief
     2. Community and Communication Transparency
   - 7.C. Events
     1. BAEGV September Forum Debrief

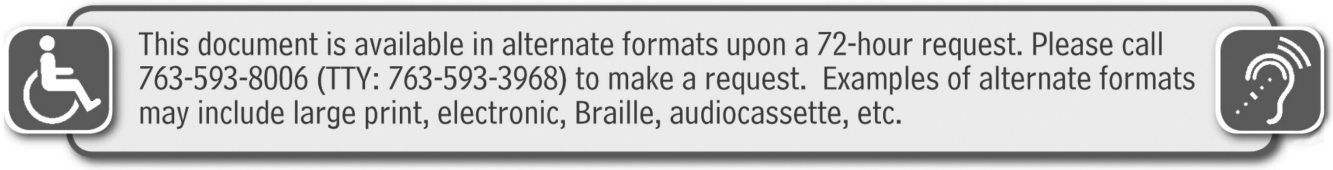
2. Hate Has No Home Here October Forum
3. Water Blessing Event
4. Robbinsdale HRC Event Debrief

8. Staff Updates

8.A. Budget Update
8.B. DEIC-HRC Commission Inter-City Meeting
8.C. DEIC Bylaws Update

9. Future Agenda

10. Adjournment



7800 Golden Valley Road | Golden Valley, MN 55427
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June 24, 2025 — 6:30 PM
Council Conference Room
Hybrid Meeting

DEI COMMISSION MEETING MINUTES

1. Call to Order

Meeting called to order at 6:34pm

2. Land Acknowledgement

3. Roll Call

Commissioners present: Ruth Paradise, Tracy Murphy, Andrew Alberth, Kira Jimenez, Madasen Briggs, and Bill Tipping

Commissioners absent: Joelle Allen and Kristian Baker

Staff present: Seth Kaempfer, Equity and Inclusion Manager

Council present: Maurice Harris, Council Member

4. Approval of Agenda

Motion to approve agenda by Commissioner Murphy, seconded by Commissioner Alberth.
Motion carries 6-0

5. Approval of Minutes

Motion to approve agenda by Commissioner Alberth, seconded by Commissioner Briggs.
Motion carries 6-0

6. Discussion Items

6.A. City Community Survey

Commissioner Paradise shared about the development of the Equity Commission Questionnaire and Staff Kaempfer provided information about the forthcoming Community Survey put out by the City to community members in the fall.

Commissioner Paradise asked for input and feedback about the Equity Commission Questionnaire. Commissioner Murphy asked about the distribution of the survey, Commissioner Briggs asked about what is considered to be a community and outreach program as well as there should be a list of what is typically considered a City's community and outreach program. Commissioner

Tipping noted that there should be a question about which one of the named community and outreach programs are people aware of.

Commissioner Alberth noted that there should be more open-ended questions and indicated that something related to “is there anything else you would like to share” would provide valuable information.

Commissioners did note that they are interested in participating in the development of the City’s Community Survey and Staff Kaempfer will share that back with the Communications Department.

Motion to participate in the development of the City’s Community Survey by Commissioner Alberth, seconded by Commissioner Briggs.
Motion carries 6-0

7. Subcommittee Updates

7.A. City Systems

1. Community Development Policy and Ordinance Review

Commissioner Alberth shared about the various opportunities to work with Community Development Department on the following: 1) engaging in the Missing Middle Housing Study; 2) reviewing and providing feedback via applying an Equity Lens to the Infrastructure Renewal Plan; and 3) providing feedback on previous reports and studies including the 2021 Zoning for Equity Study.

Staff Kaempfer provided an overview of these options and noted that the ask to review all policies and ordinances of the Community Development Department is still an option.

7.B. Communication and Networking

1. GV Pride Follow-Up

Commissioners shared about their experience tabling at GV Pride and their community interactions. Commissioners noted that they could use more t-shirts for more interaction.

7.C. Events

1. BAEGV

1. September BAEGV

Commissioner Jimenez shared about the breakdown of the event and what will be incorporated in it. Commissioners provided some additional feedback for the event as well as feedback on the RSVP and nomination form.

Commissioners noted that a broader participation would be important for this event with Commissioners suggesting the possibility of doing two events during that week with a partner being a local congregation. Commissioner Paradise shared that they would need Commissioners at both of those events and that advertising would need to indicate the split programming.

Commissioner Alberth shared that it would important to get this information to all types of congregations across the city to attend. Commissioner Tipping shared that depending upon which place of worship is chosen that someone would need to speak with directly and be the coordinator for it.

After further discussion, Commissioners noted that doing split programming would be difficult and opted to have more direct engagement and marketing with various places of worship so that increased attendance can happen. Commissioners Alberth noted that there is still importance of advertising to those places of worship whose values may not be in alignment with the value of the Commission as those places still need to hear about this.

Commissioner Tipping noted that he could take on connecting with various places of workshop in the City including the Valley Presbyterian, Spirit of Hope United Methodist, and Valley of Peace Lutheran.

2. Hate Has No Home Here Forum

Commissioner Tipping shared that he has reached out to various practitioners to gauge interest in speaking at this forum but has not yet found anyone. Commissioner Tipping will continue to reach out and see if there are any potential speakers from local non-profits related to immigration.

Commissioner Briggs noted that it might be valuable to have first-person voices be in attendance or on the panel for the event and shared that if that cannot occur that having a way to collect narratives to share with community would also be important. Commissioner Murphy shared that it might be important to connect with the non-profits to see if they have any direct narrative to also share.

3. Robbinsdale HRC Event Partnership

Commissioner Alberth provided an update on the plans of the event with Robbinsdale, which included that the Commission can have a table to share out materials, the event will be on July 26th at 1pm at Robbinsdale City Hall, resources will be available to community related to the topic of the event, and they are looking for momentary sponsorship in addition to advertising sponsorship. Commission agreed that they can use some of their budget to support the event.

Motion to match $300 honorarium for the speaker of the Robbinsdale HRC event by Commissioner Alberth, seconded by Commissioner Murphy.
Motion carries 6-0

8. Staff Updates

8.A. DEIC Elections Announcement

Staff Kaempfer provided an overview of the elections of the Chair and Vice chairs as well as what to expect during the election and voting process.

8.B. Equity Plan Council Work Session Presentation Follow-Up

Staff Kaempfer shared about the presentation provided to the City Council regarding the progress on the City's Equity Plan. Commissioners asked about if there was any feedback from Council about the plan and Staff Kaempfer indicated that there were question and an ask about how to further interconnect various internal and external committees and organizations to the current work of the plan.

8.C. DEIC Bylaws Update

Staff Kaempfer noted that the bylaws are in the Legal/Equity Review and waiting on input from the Legal Department as well as edits back to the Commission should be provided for the July meeting.

9. Future Agenda Items

Commissioners asked for the following to be put on the agenda for the next meeting:

- Community Survey
- Robbinsdale HRC Event Partnership

10. Adjournment

Meeting adjourned at 8:08 pm.

_____ _____

Seth Kaempfer, Equity and Inclusion Manager Date

_____ _____

Ruth Paradise, Chair Date

7800 Golden Valley Road | Golden Valley, MN 55427
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July 22, 2025 — 6:30 PM
Council Conference Room
Hybrid Meeting

DEI COMMISSION MEETING MINUTES

1. Call to Order

Meeting called to order at 6:35pm

1.A. Chair and Vice Chair Election

2. Land Acknowledgement

3. Roll Call

Commissioners present: Ruth Paradise, Tracy Murphy, Andrew Alberth, Kira Jimenez, Madasen Briggs, and Bill Tipping

Commissioners absent: Joelle Allen and Kristian Baker

Staff present: Seth Kaempfer, Equity and Inclusion Manager

4. Approval of Agenda

Motion to approve agenda by Commissioner Murphy, seconded by Commissioner Alberth.
Motion carries 6-0

5. Discussion Items

5.A. Bylaws

Staff Kaempfer shared about the edits back from the Legal Review and worked with the Commission to finalize the language. Staff Kaempfer will finalize edits and provide back to the Commission to vote on in the next meeting.

5.B City Community Survey

Commissioner Paradise provided further suggestions of changes relate to the survey and noted about the change by adding the community events. Commissioner Briggs shared that it would be important to also ask how they hear about events and the work of the City. Commissioner Alberth noted on how to build out the question for community to answer including checking all that one is aware of and all that one has done.

Commission will continue to use this survey at their respective events and forums and Staff Kaempfer will send the final version to Communications Department for suggestions in the City's Community Survey.

5.C. Event and Program Planning Template

Staff Kaempfer provided an overview of the templates for event planning and communication planning and instruction on how to use the designated templates. Staff Kaempfer will send out a reminder email with these templates provided.

5.D. Updated Workplan and Calendar

Commissioner Paradise shared an update to the Workplan with edits to dates and who is in charge of certain aspects of the Workplan. For future updates, Commissioner Paradise will send out updates via email to all Commissioners.

6. Subcommittee Updates

6.A. City Systems

Commissioner Alberth is looking to schedule a meeting for the subcommittee.

Commissioner Alberth noted that Staff Kaempfer in the next meeting will provide updates on how the Commission can be involved in the various options shared in the previous meeting.

Staff Kaempfer shared that there is an upcoming Planning Commission meeting that DEIC Commissioners are invited to attend and provide commentary. Commissioner Paradise, Alberth, and Briggs indicated that they will be attending.

6.B. Communication and Networking

No updates at this time.

6.C. Events

1. **Robbinsdale HRC Event Partnership**

Commissioner Alberth will be attending the event and asked for a tablecloth to use for tabling at the event. Commissioner Paradise encouraged all to attend if able.

2. **BAEGV**

    1. **September BAEGV**

    Commissioner Paradise provided updates about the event and asked for the digital flyer to be sent to all Commissioners.

3. **Hate Has Not Home Here Forum**

    1. **October Event**

        Commissioner Tipping shared updates for the event and noted that he was able to connect with International Institute of Minnesota (IIMN). Commissioner Tipping shared that someone from IIMN to talk about immigration in Minnesota generally, how it's changed, what is offered to immigrants, and also tell stories and bring people along.

7. Staff Updates

7.A. Budget Update

Staff Kaempfer provided an overview of the current budget and will provide a more detailed breakdown of spend in the next meeting.

7.B. Planning Commission-DEIC Joint Meeting

Staff Kaempfer shared about the joint meeting between Planning Commission and DEI Commission and the ask to have DEIC Commissioners attend. Commissioner Paradise, Alberth, and Briggs indicated that they will be attending.

7.C. DEIC-HRC Inter-City Meeting

Staff Kaempfer provided information about the upcoming inter-city event hosted in Minnetonka for DEI commission and human rights commissions. Staff Kaempfer noted that the event flyer is in the agenda packet.

7.D. Land Acknowledgement Update Inquiry

Staff Kaempfer shared that there have been two asks from community about updating the City's Land Acknowledgement.

7.E. Restorative Practices – Community Relationship Building Workshop

Staff Kaempfer provided an overview of the Collaborative Solution Grant as well as shared about an upcoming full-day workshop for DEI Commissioners to attend and learn more about restorative practices. Staff Kaempfer will send out information to sign-up for the workshop.

8. Future Agenda Items

Commissioners asked for the following to be put on the agenda for the next meeting:

- Land Acknowledgement
- Bill Hobbs and MLK Award
- Budget Update
- Planning Commission Joint Meeting
- Robbinsdale Event

9. Adjournment

Meeting adjourned at 7:55 pm.

_____ _____

Seth Kaempfer, Equity and Inclusion Manager Date

_____ _____

Ruth Paradise, Chair Date

Land Acknowledgement

What is the ~~indigenous~~ history of Indigenous people on the land known today as Golden Valley ~~occupies~~?

The City's Land Acknowledgment Statement recognizes that this area's history ~~e history of our city started~~began with the Dakota people, thousands of years before ~~any~~ settlers ~~came to live here~~arrived in the 1800s. It also recognizes~~,~~ the ~~decimation~~ negative impacts and trauma ~~the~~ that colonization brought to ~~Native American~~Indigenous ~~civilization~~ people ~~experienced with the arrival of the Europeans that settled America,~~ and the need to uplift cultural differences ~~with~~in the community today.

1851 Land Cessions

The Diversity, Equity, & Inclusion Commission (DEIC) developed a ~~proposed~~ Land Acknowledgment Statement and action plan and presented ~~them~~it at the City Council Meeting on May 17, 2022 ~~City Council Meeting~~.

The DEIC's goal is to engage community members in conversations about ~~land and indigenous ancestry~~ Indigenous priorities for the community and the natural environment, plus ~~and~~ provide information and resources about the area's Indigenous connections.

To achieve this, the DEIC plans to coordinate programs and events that highlight ~~the City's l~~indigenous ~~population~~ people and culture in Golden Valley. Watch for more information on the City website and in upcoming publications.

Land Acknowledgment Statement

Commented [CB1]: Capitalize Indigenous when referring to people. Leave lowercase as indigenous when referring to other things, like indigenous plants.

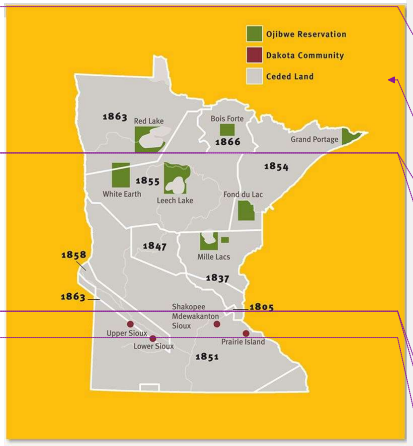
Commented [CB2]: I think this phrase is a good replacement for the word "occupies," which can have negative connotations.

Commented [CB3]: When possible, leave out language like "us" and "our."

Commented [CB4]: Referring to people helps to put a human face on the trauma.

Commented [CB5]: Could this be posted online with a link added here?

We acknowledge and honor the Dakota ~~Peoplespeople,~~ on whose traditional home~~ancestral~~ lands the City of Golden Valley is built~~, and whose land resources we use~~.



We reflect on the coercive 1851 Treaties of Mendota and Traverse des Sioux, which opened this area to settlers. We also reflect on the forced exile and the sanctioned dispossession of the Dakota ~~Peoplespeople,~~ ~~due to~~through actions by the government, traders, ~~and~~ land speculators, and settlers~~, leading to the Land Cession 289 and the 1851 Treaty of Traverse des Sioux.~~ We further recognize the injustices and harm done by actions taken to suppress~~, over the following many decades, the Dakota~~Indigenous ~~Peoples'~~ knowledge~~, and observance of their~~ culture~~,al~~ and spiritual heritage over many decades.

We further acknowledge, honor, and respect the~~ir~~ continuing existence of Dakota people ~~as part of~~ and the four Federally ~~-~~recognized and sovereign Dakota ~~bands~~ tribes ~~who live among us here~~ in Minnesota today.

We hold ourselves accountable to recognize and counter the historical and contemporary injustices that continue to impact Indigenous people. We plan to do this by counteracting the erasure of ~~the~~ Indigenous cultura~~l practices and presence of the es Dakota Peoples~~ through education and ~~by by~~ amplifying a wide range of ~~I~~indigenous voices~~,~~ including Dakota, Anishinaabe, Ho-Chunk, and other Indigenous cultures.~~-~~

(image credits: Why Treaties Matter)

Commented [CB6]: Who is the "we"? The City of Golden Valley?

Commented [CB7]: Not sure why Peoples is plural and capitalized, but there might be something I don't know. 😊

Commented [CB8]: Some Native people object to using the word "resources" because the natural environment is not a resource to be used up. Could the last half of this sentence be removed?

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Commented [CB9]: The DEIC should research the treaties and talk about if they're comfortable with this word.

Commented [CB10]: I don't usually hear land acknowledgement statement refer to Land Cession 289. Could you share some examples or provide more info about this? I think the referencing the treaties might be enough. I added the Treaty of Mendota, as it's part of a pair with the Treaty of Traverse des Sioux.

Commented [CB11]: I think settlers should be included.

Commented [CB12]: The DEIC should research the treaties and talk about if they're comfortable with this word.

Commented [CB13]: I don't usually hear land acknowledgement statement refer to Land Cession 289. Could you share some examples or provide more info about this? I think the referencing the treaties might be enough. I added the Treaty of Mendota, as it's part of a pair with the Treaty of Traverse des Sioux.

Commented [CB14]: I put this first because there are some Dakota descendants that are not enrolled in the 4 federally recognized tribes.

Commented [CB15]: When possible, leave out language like "us" and "our."

Communicating with the City

For Clarity when looking at these sites, you should know that”

- Anyone from the public can speak to the council during the 10 minute period before a council meeting begins, unless otherwise noted. The topic you speak on cannot be on the agenda for that meeting.
- You can write any one, or all, of the council members if you have a concern.
    - If you think that an agenda item should not be in the “consent” section, but should be discussed. contact your ouncil members. Most of those items have been discussed before and are not “new business”
- You can ask to meet with a Council member.
- You can subscribe online via the City website to have emails of the agenda sent to you.
- The City Council is required, by state law, to hold hearings on certain types of actions it is considering taking. When it involves housing or new building developments, Minnesota law requires that neighbors to that property within 500 feet of the property, must be notified of the hearing. Notice of all hearings is published in the local newspaper at least 10 days in advance of the hearing.
- The City has eight Boards or Commissions made up of members of the community. These community members are responsible for providing guidance to staff and council on areas related to the commission’s area of responsibility. Commission meetings are open to the public. You can access commission meeting times and see their agendas on the City website. Click on “Government” and then click on “Boards and Commissions”.
- Regarding “transparency, the City must conform to State data privacy laws and laws regarding personal information. “Transparency” can be another person’s breach of privacy. Public hearings are held when comprehensive plans are being developed, or major policy changes are being initiated. Drafts of the plans are on line, and City Council agendas are published with the background materials with information regarding the agenda items.
- The City has started having a “State of the City” event open to all residents, with reports from City departments, once a year. This will be announced in the City Newsletter.
- The bi-monthly City Newsletter contains information on what is happening in the City. Everyone in the City receives this newsletter by mail.

TRANSPARENCY FOR GOVERNMENT
Some initial background information.

For Clarity when looking at these sites, you should know that"

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https://bloombergcities.jhu.edu/news/taking-transparency-next-level-cities

Demystifying the mayoral workflow.

Taking deliberate steps to offer residents a look under the hood of government is sometimes called "operational transparency." And no city has been a bigger leader on that front than Boston, especially under Mayor Michelle Wu.

The city has repeatedly invited Ryan Buell, a Harvard University scholar whose research developed the concept of operational transparency in the private and public sectors, to work with city staff. That's encouraged city hall teams to consider how the *process* of service delivery—rather than only the services themselves—can be a force for greater trust in government. For example, the city is currently exploring how to better use digital platforms to send residents incremental evidence of progress on longer-term infrastructure improvements.

"You're making sure, across all departments, that folks are getting that same feeling, that same reaction, that same case closure," says Michael Brohel, superintendent of basic city services in Boston.

This focus on operational transparency has prompted Mayor Wu to rethink the way she works, too. Rather than holding one-on-one meetings primarily in her city hall office, she can often be found doing so in public spaces—including at local libraries. The change makes Wu's workday more open and less walled off from the public, showing residents she has nothing to hide.

And according to Mayor Wu's chief of staff Tiffany Chu, it's having an impact, with citizens appreciating that the mayor is so visible in the community—not just at parades and other public functions, but while making the machinery of government function.

"Now, more than ever, we have to go above and beyond to prove it to our constituents that we are doing the right thing," Chu says.

Shining new light on each step of the procurement process.

If providing concrete evidence of the work that goes into services reaching residents is one way cities can be more deeply transparent, procurement—and the spending of public dollars—is another crucial arena for this work. That's why local leaders are taking new measures not just to disclose contracts, but to bring light to the nitty-gritty of the process to show residents that their government is working as it should be.

In 2021, Portland earned Silver What Works Cities Certification, a Bloomberg Philanthropies standard of excellence for exceptional data capabilities. The efforts it took the city to reach that level of data fluency now have it primed to standardize an array of data sets on suppliers, contracts, and purchases from across a slew of local agencies. That standardization, in turn, will be core to a new data publication the city

expects to post online in the coming weeks enabling citizens to trace the trajectory of local dollars down to the level of subcontractors and, importantly, see that the city isn't quietly picking favorites.

As part of this effort, the city is also working to provide residents with indicators capturing each time money goes out the door, rather than just the initial contract award, so they can better track progress.

"There's a lot of collective illusions about government waste," explains Gennie Nguyen, a performance manager on the procurement team who's helping steer this work. By using data to show residents how funds are being used—from start-to-finish—the city hopes it can instill confidence in how taxpayers' money is being spent.

"I see transparency as this first step to the results that we're trying to drive for Portland residents," Nguyen says.

Lifting the curtain on service delivery.

When cities provide granular insight into the work they are doing to address residents' needs, research suggests it can increase resident engagement and trust in public institutions. Now, cities that have long made progress on this front are doubling down on connecting the dots between what residents need and what they provide them.

Take Syracuse. The city—which participated in the Bloomberg Philanthropies-supported Innovation Team (i-team) program—is already a leader when it comes to showing its work by, for example, providing a near-real-time map of snow plows clearing the roads. The idea with that effort is not only that residents can use the tool to plan their days, but also see evidence of the city at work. And now, Chief Operating Officer Conor Muldoon is working with his team to identify new ways to better showcase the efforts of civil servants.

For example, as part of a new feature planned for the city's 311 system, Syracuse won't just update residents on the status of their requests for service, such as which agency is working on it. It will also tell them the job title of the civil servant helping them—and provide a picture of the request being addressed.

These are simple steps, and not unprecedented ones. But they represent precisely the sort of human touch and visual proof of service that studies show have a real impact on

perceptions of government. And they reflect iteration not just on how the city delivers, but how local leaders *spotlight* that delivery.

“It's imperative that we give city employees and frontline employees the tools to document and analyze and communicate all of the work that they're doing,” Muldoon says

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https://www.clearpointstrategy.com/blog/technology-local-government-transparency

What Should You Report On?

To demonstrate you’re managing things wisely and appropriately, report on these three things:

This is simple if you have one in place, but if you don’t, it’s time to create one. Every municipality should have a strategic plan that is both clear and manageable. **(For more on how to create a strategic plan, read this article, which covers the topic thoroughly.)**

Strategic performance management entails defining your long-term goals and creating a clear plan to achieve them. For example, you may create a number of projects that allow you to track quantitative progress toward a particular part of your citywide goal.

Monitoring your strategic performance and tracking citywide progress is important for every municipality, but if you don’t communicate the results of these efforts to residents, the strategic management process holds far less value. Current and prospective citizens and business owners want to understand:

- Is the city organized?
- Is the leadership capable of executing strategy?
- Is the city well-managed?
- Are members of the leadership fiscally responsible?

When a strategic plan is added online in plain sight, citizens feel more comfortable that their local government is on target for short- and long-term growth. They can appreciate the numbers in context, see the trends over time, and understand the municipal strategy far easier. This is where performance management software comes

in handy. Municipal leaders can create **scorecards and dashboards** and can display the designed results right on their city's website.

https://www.diligent.com/resources/blog/communication-access-build-trust-governmentLocal government officials can **build trust with their citizens** by being the best and most accurate source of information for their municipality or city. Officials must ensure they communicate as quickly and clearly as possible using multiple channels. The sheer quantity of information out there can bury their messages unless they can find strategies to break through the noise and reach their citizens.

https://zencity.io/transparency-in-a-digital-age-how-local-governments-can-keep-pace/

Transparency in a Digital Age: How Local Governments Can Keep Pace

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- Catherine Jobe

Articles

- April 2, 2024

In the digital transformation era, local governments face the critical task of maintaining transparency with their residents. As digital natives demand

immediate information and meaningful interactions, governments have the opportunity to leverage this shift to foster trust and engagement. Here's an in-depth look at how data-driven decision-making, citizen engagement platforms, and community feedback analysis can be utilized to create a transparent, inclusive governance environment.

1. Embracing Digital Platforms for Enhanced Communication

Digital platforms offer unprecedented opportunities for governments to communicate with residents. The key lies in the strategic and meaningful use of these platforms.

Strategies for Success:

- **Regular, Insightful Updates:** Beyond posting routine updates, it is recommended to also share insights into the government's projects, policies, and decision-making processes. Examples could include a behind-the-scenes look at city planning or the rationale behind budget allocations.
- **Interactive Q&A Sessions**: Host live Q&A sessions with government officials on social media platforms. This direct interaction can demystify government operations and foster a sense of community.

2. Utilizing Data to Inform and Engage

In the age of information, data is a powerful tool for transparency. Properly harnessed, it can significantly enhance how governments interact with their constituents.

Strategies for Success:

- **Public Dashboards:** Develop public dashboards that display real-time data on key community metrics, such as traffic conditions, pollution levels, and public service response times. This transparency can build

trust and help the public understand the complexities and challenges of government operations.

- **Data for Decision Support:** Share case studies or examples of how community feedback and data analytics have shaped policy decisions. This demonstrates a commitment to Data-Driven Decision Making and shows the public that their input has tangible impacts.

3. Fostering Trust Through Proactive Communication

Trust is the foundation of effective government. Proactive and transparent communication can help build and maintain this trust over time.

Strategies for Success:

- **Crisis Communication**: Develop a clear, transparent communication strategy for crises, ensuring the public receives timely, accurate information. Highlight the steps being taken to address the situation and what is expected from the public in response.
- **Transparency Reports:** Publish annual transparency reports detailing government initiatives, achievements, challenges, and financials. This openness about successes and failures can significantly enhance public trust.

4. Engaging Residents Through Technology

Technology has transformed citizen engagement, making it easier for governments to reach and involve their communities in governance.

Strategies for Success:

- **Digital Town Halls:** Utilize Citizen Engagement Platforms to host digital town halls, allowing residents to participate in discussions, provide feedback, and interact with local officials from anywhere.

- **Innovative Engagement Tools**: Explore the use of gamification or surveying tools for public consultation on local projects. For instance, a surveying tool could let residents vote on design options for a new park, directly involving them in decision-making.

Conclusion

The shift towards digital provides local governments with a unique set of tools to enhance transparency and foster a participatory culture. By strategically leveraging Data-Driven Decision Making, Citizen Engagement Platforms, and Community Feedback Analysis, governments can not only meet but exceed the expectations of their digitally empowered residents. These detailed strategies offer a roadmap for local governments aiming to deepen their engagement with the community, build trust, and create a more transparent, responsive governance model for the digital age.

https://www.nhmunicipal.org/town-city-magazine/novemberdecember-2017/national-league-cities-why-transparency-good-or-bad

NATIONAL LEAGUE OF CITIES: Why Transparency is Good (or Bad) for Governments?

The information contained in this article is not intended as legal advice and may no longer be accurate due to changes in the law. Consult NHMA's legal services or your municipal attorney.

Despite the recent push for transparency, this concept is not a new one for local governments. Cities around the country have been employing various methods to increase transparency – simply, be more open to the public – in their day to day practices for years now. From broad engines of information like city websites to more focused tools which display a cities' expenditures like *Your Tax Dollars At Work* in Louisville, Kentucky, cities have been looking for ways to better engage their constituencies.Transparency promotes accountability and provides an opportunity for residents to be better informed about what is going on in their communities. A better-informed constituency helps create a better dialogue between residents and government officials and results in better policy decisions. Transparency is also a time saver – having an existing method of being able to

push information out means governments spend less time on public disclosure. It's also a time saver in terms of public knowledge and discussion. With the public being aware of existing policies and background to how and why decisions are made, city staff and officials can spend less time on the "history" of issues and more time on "what should we do next". Finally, transparency also helps re-purpose information. Hundreds of reports, agendas, meeting minutes, and other city-vital information are created for city staff and officials. Being able to turn this out to the public rebrands the same information for another new and useful purpose.

There are obvious cons to transparency – it costs money and it takes staff time and effort. Some cities have reported that they have found their IT departments to be very hesitant to the use of online tools and to allow direct public input. Transparency certainly creates an avenue for the public to start demanding more information. But is that a bad thing? What is wrong with a better-informed constituency? In fact, some cities who have utilized transparency methods say this is one of the biggest payoffs for the investment in these tools – having the public be on the same page with elected officials.

In a webinar hosted by the National League of Cities and the Public Technology Institute, city staff and officials from San Carlos, CA, Seattle, WA, and Louisville, KY talked about how being transparent has affected governance in their cities. They did agree that it did involve a start-up cost and it did create extra tasks for staff. But their only real regret was not being "transparent" sooner.

So while it may seem tedious and costly, local governments are realizing the benefits of being more transparent and how it is directly related to effective governance. By being able to comprehensively engage their constituency, they are able to open up lines of communication which, as mentioned before, results in a more educated citizenry and better policy decisions. Transparency and governance just seem to go hand in hand.

DEI COMMISSION

FORUM

TUESDAY, SEPT. 30 | 6 - 8 P.M.

MINNETONKA COMMUNITY CENTER
14600 MINNETONKA BLVD
MINNETONKA, MN 55345

An evening to connect, learn and share with other city DEI commissioners.

Hosted by the City of Minnetonka's DEI Commission.
World Café style discussions. Light snacks provided.

CITY OF MINNETONKA

This event is ADA accessible. The venue includes accessible entrances, restrooms, and seating. Please contact Corinne Burrell at 952-939-8317 or cburrell@minnetonkamn.gov by Aug. 19, 2025 to request accommodations.

BYLAWS

Diversity, Equity, & Inclusion Commission (DEIC)

Article I: Purpose, Mission, and Prescribed Duties

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

A. Mission, Vision, Values

The Commission's mission is to promote and nurture a safe and welcoming community dedicated to the values of social equity, inclusion, and justice.

The Commission shall advise and make recommendations to the Council in matters relating to diversity, equity, inclusion, and human rights.

B. Duties

In accordance with its bylaws and annual work plan, and through the collaboration and cooperation of City staff, the DEI Commission shall:

(1) Analyze the City's processes, procedures, policies, and ordinances as directed by the City Council on matters of diversity, equity, inclusion, human rights.

(2) Present the results of programs of research and recommend changes to processes, procedures, policies, and ordinances to the City Council based on those results.

(3) Regularly review and evaluate the City's community outreach methods and activities to ensure messaging reaches diverse populations and provides inclusive participation opportunities.

(4) Annually provide input on the City's Equity Plan and, as requested by City Manager, their designee, or City equity staff:

a. Analyze City systems to identify systems of inequality (including systemic racism), and

b. Make recommendations relating to changes in ordinance, policy, or practice to dismantle those systems.

(5) Communicate the City's diversity, equity, and inclusion (DE&I) work and facilitate community engagement and feedback.

(6) Collaborate with organizations to host and promote events that educate the community on issues of diversity, equity, inclusion, and human rights, and other issues and to promote awareness and appreciation of diversity.

Article II: Membership, Appointments, Terms, and Officers

A. Membership

The Commission shall consist of nine regular members, and two youth voting members. Youth members shall live or attend school within Golden Valley, the Robbinsdale Area District or Hopkins School District and be enrolled in school grades 9 through 12.

In accordance with the City's values and Welcome Statement, the Council shall seek to have said appointments reflect the diverse voices and perspectives

in the community, including:

- Individuals who have professional, volunteer, or personal experiences with communities that have

historically experienced or presently experience the stress and trauma of discrimination, for example, individuals with work or volunteer experience in the field of diversity, equity and inclusion, or personal involvement in advocacy or activism;

- Individuals who have professional, volunteer, or personal experiences with healing of marginalized communities; and
- Individuals with personal experience involving discrimination.

At a minimum the DEIC membership shall consist of:

- one member with a connection to multi-family or group housing; and
- one member of a community group that has demonstrated commitment to the values of racial equity, inclusion, social justice, and human rights.

If the City does not receive qualified applications from one of the above categories, the remaining spots may be filled with any person who lives, works, attends school, volunteers, or worships in the City of Golden Valley and passes the interview process.

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 staggered terms. Youth members shall be appointed for a one-year term. The terms of Commission members shall be fixed and determined at the time of appointment by the governing ordinance. The City Council shall appoint the members of the Commission and to fill vacancies for unexpired terms. A vacancy shall be deemed to exist if a regular member ceases to meet the residency requirements or a youth member who ceases to meet the residency, age, or school requirements.

C. 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:

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

Vice-Chair responsibilities:

- perform the duties of the Chair in the absence or incapacity of the Chair
- 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 which 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. Commission meetings may be cancelled by the staff liaison if there are no items on the agenda for discussion. Commission members may only share documents under discussion with comments to less than a quorum of members prior to the meetings.

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

i. Regular Meeting

The regular meeting of the Commission shall be held on the fourth Tuesday 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.

ii. Annual Meeting

The Annual Meeting of the commission shall be a regular meeting, typically the first meeting after May 1 of each year, in which new commissioners are sworn in. Elections of executive roles are announced at this meeting and elections will happen within two regular meetings.

iii. 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.

a. Year Review and Community Input Meeting

The Commission will hold a meeting in the fourth quarter of the calendar year to share progress to date, proposed annual work plan, and gather community input.

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 a quorum cannot be attained, the meeting may 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

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.

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. Prior to adjournment, members present may communicate items recommended for inclusion on future agendas.

B. Recordkeeping

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 Data Privacy Act.

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 who express interest and are appointed by the Chair. See “E” below for additional information.
- 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. The work plan is a living document that may be adjusted as deemed necessary by the Commission with subject to reapproval.

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 feels 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 topics of interest to the Commission and to oversee 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 representatives from the broader community to the subcommittee, provided that the subcommittee at no time consists of a majority or more of currently appointed Commission members.

- 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. The Commission 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 Revision

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.

Appendix: Glossary

This glossary is a set of terms adopted by the City to ensure common language and understanding regarding diversity, equity and inclusion. When discussing the diversity, equity and inclusion efforts, use these terms and definitions in all contexts:

Accountability: The ways in which individuals, communities, leaders, systems, and institutions hold themselves individually and collectively to their stated goals, responsibilities, and actions.

Barrier(s): Individual, interpersonal, structural, and systemic obstacles that prevent individuals and communities from accessing resources, services, opportunities, and rights, leading to inequality and disparities.

BIPOC: Black, Indigenous, and People of Color (BIPOC) is both an acronym and umbrella term used to recognize the collective experiences of systemic racism. Use of this acronym recognizes the collective experiences of systemic racism. It is meant to emphasize the hardships faced by Black and Indigenous people and to acknowledge that not all People of Color face the same levels of injustice.

Bias: A disproportionate weight in favor of or against an idea, thing, person, or group, usually in a way that is prejudicial and unfair. Biases can be innate or learned.

- Unconscious/Implicit Bias Attitudes and stereotypes that influence judgment, decision-making, and behavior in ways that are outside of conscious awareness and/or control. Typically expressed automatically without much awareness.
- Conscious/Explicit Bias Overt negative attitudes and stereotypes expressed openly and knowingly held.

Capacity Building: Organizational and institutional efforts to strengthen the skills, knowledge, and resources of individuals, community, and external organizations.

Community Engagement: The process of co-creating solutions in partnership with people. It is grounded in building relationships based on mutual respect and that acknowledges each person's added value to developing solutions.

Community/Community-Level Indicator(s): Measurements used to track and assess social, economic, and environmental well-being of communities. Indicators help institutions, organizations, and communities understand current state of well-being, identify disparities, and inform planning and decision-making.

Disparity: A pattern of differences in outcomes and impacts across social identity groups.

Diversity: A range of human differences and complexity, whether shared or individual, across thought, beliefs, experience, and identity (including, but not limited to, race, ethnicity, gender, sexuality, class, language, physical ability/disability, religious/spiritual beliefs, and education).

Equity: The proactive and ongoing reinforcement of policies, projects, attitudes, and actions that distribute power, access, and opportunity, and where outcomes are determined by how provided services are structured rather than identity or lived experience.

Equality: Providing the same opportunities, access, and resources to all groups, regardless of their identity and lived experience, to reach a common goal or outcome.

Human Rights: Human rights are rights inherent to all human beings, regardless of race, sex, nationality, ethnicity, language, religion, or any other status. Human rights include the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education, and many more.

- **Minnesota Human Rights Act**: State law prohibiting discrimination in Minnesota and is enforced by the Minnesota Department of Human Rights. The state law prohibits discrimination in employment, housing, public accommodations, public services, education, credit, and business based on protected class, such as: race, religion, disability, national origin, sex, marital status, familial status, age, sexual orientation, and gender identity.

Inclusion: Actively empowering and bringing individuals or groups to be participatory in projects, actions, and decision/policy making that shares power as well as honors nuance and authenticity.

Inequity: A pattern of differences in outcomes and impacts that are systemic, avoidable, unnecessary, and unjust across social identity groups. These patterns or differences ultimately create negative impact and effect across various life determinants, especially when coupled together

Oppression: The systemic and pervasive nature of social inequity woven throughout social institutions as well as imbedded within individual consciousness and action. Combination of institutional and systemic discrimination, personal bias, bigotry, and social prejudice in a complex web of relationships and structures.

- **Individual/Interpersonal Oppression**: Conscious or subconscious biased beliefs, attitudes, and actions that influence interactions and perception of other people.
- **Institutional Oppression**: Implicit and explicit policies, practices, and procedures within an organization/institution (i.e., City of Golden Valley, University of Minnesota, Department of Human Services, HealthPartners, Affinity Plus Credit Union, etc.), that create different outcomes for different groups. Typically, this is to the benefit of those who hold societal power to the detriment of those who hold less or none.
- **Internalized Oppression**: Conscious and subconscious acceptance or belief in negative messages, stereotypes, and biases about one's own marginalized or minoritized social identity.
- **Structural Oppression**: Implicit and explicit inequities across organizations/institutions (i.e., city government + bank + realtor + insurance + racial covenants = structural) inclusive of policy, practices, procedures, history, and culture. This creates an interconnection of inequities reinforced by organizational/institutional norms (past and present), which can also reproduce old and create new forms of oppression.
- **Systemic Oppression**: Implicit and explicit policies, practices, and procedures that are within and across organizations/institutions (i.e., K-12 school + university = educational system, or primary care physician + pharmacy = healthcare system), which create and perpetuate inequities.

Racial Equity: A condition in which the race of an individual and/or group is no longer a predictor of outcomes. It is also a process and practice with which intentional and continual changes are made to eliminate disparities across both race and ethnicity.

Racialized Violence: Any act of violence, whether overt or systemic, that is driven by or rooted in racist beliefs, practices, and structures

Racism: Belief and action, based on skin color, that one group of people is superior to others.

Social Identity: Categorization based on physical, social, and mental characteristics of individuals and groups. These can be visible or hidden, self-chosen or assigned by others, and shaped or defined by society and policy. For example: race, socioeconomic status, gender/gender identity, sexuality/sexual orientation, ability, national status, family status/structure, marital status/structure, age, religion, immigration status, and more.