

CITY OF FALCON HEIGHTS
Regular Meeting of the Falcon Heights - Community Engagement Commission
City Hall
2077 West Larpenteur Avenue

AGENDA
October 19, 2020 at 7:00 P.M.

Note: This meeting will be held by web conference.*

A. CALL TO ORDER:

B. ROLL CALL:

May___ Kohn___
Larrabee___ Cooley-Kistler___ LaDouceur___
Ebbesen___

COUNCIL LIAISON

Wehyee___

STAFF PRESENT:

Nandkumar___ Walter___

C. Presentation

D. Approval of Minutes:

- September 21, 2020

E. DISCUSSION

1. Human Rights Day 2020 event
2. Discuss chairperson transition
3. Discuss new resident welcoming strategy

F. INFORMATION/ ANNOUNCEMENTS

G. ADJOURNMENT:

*** To join the Webinar, go to <https://us02web.zoom.us/j/87509655109>, or dial +1 929-205-6099 and enter the Webinar ID: 875 0965 5109.**

CITY OF FALCON HEIGHTS

Regular Meeting of the Falcon Heights - Community Engagement Commission
City Hall 2077 West Larpenteur Avenue

MINUTES

September 21, 2020 at 7:00 P.M.

Note: This meeting was held by web conference.

A. CALL TO ORDER: 7:02 p.m.

B. ROLL CALL:

May_X__ Kohn_X__ Johnson_X__ Larrabee_X__ Cooley-Kistler_X__ LaDouceur_X__
Ebbesen_X__

COUNCIL LIAISON Wehyee_X__

STAFF PRESENT: Nandkumar_X__ Walter_X__

C. Presentation

D. Approval of Minutes:

- July 20, 2020

Approved, 7-0.

E. DISCUSSION

1. Paper/cost saving option for welcome packets

- Currently, the CEC and neighborhood liaisons welcome new residents and provide them with a printed welcome packet.
- A letter was drafted and sent to property owners to encourage them to distribute New Resident packets to new tenants. One property owner requested 40 printed packets, representing a large printing cost for the City.
- It's unclear whether packets are well used, and the information may be better provided electronically by directing new residents to the website and social media channels
- Staff created a paper door hanger design that could be left on doors of new residents, either by neighbors or property owners. The design includes a QR code that directs individuals to a printed version of the packet, as well as information on City contacts and social media.
- It was suggested that the design include a city phone number for residents who may not have access to a computer or device.

- It was mentioned that the personal welcoming of new residents is an important part of the process as well.

2. Human Rights Day

- Ideas for the event were discussed. The topic of focus will be the rights of refugees or migrants.
- Commissioner Julie Ebbesen has been doing research on potential topics and speakers and will continue working on that.
- There was discussion of having a panel of local residents/faculty from the U of M/business owners speak about their personal experiences as refugees or migrants.
- It was also suggested that the event include resources such as TED talk links or reading materials leading up to and after the event for people to learn more

3. Subcommittee updates

Night to Unite

- There was a list of COVID-19 safe activities generated for Night to Unite
- Discussion of RCSO not participating; The city council and fire department will be doing drive by visits to block parties if requested

Communication and Social Media

- There was a discussion of what Halloween might look like, how the City/CEC can provide information for people regarding COVID-19 impacts
- Nalisha Nandkumar mentioned the CDC might come forward with recommendations, but commission could come out with a list of recommendations.

Community Safety and Inclusion

- Have been meeting with a facilitation consultant and developing a framework to put together 3 community conversations:
 - 1- What city has done with recommendations of task force and what items still need to be addressed,
 - 2- Community inclusion
 - 3- Public safety
- The Ramsey County Sheriff Bob Fletcher will be presenting at the council meeting on September 23. There was a discussion that it would be good to promote this on social media.
- Commissioner Dena Larrabee mentioned that the conversation with the sheriff might set the tone for community conversations on policing.

- There was a discussion about asking questions, whether public will have opportunity to engage. Staff will follow up with information on the format and whether there will be a chance for questions.
4. Neighborhood liaison virtual meetup
- Commission chair Kim Johnson wrote a letter to property managers letting them know about city resources for new residents
 - Earlier this year, Johnson also emailed the Neighborhood liaisons list (about 20 people) using a roster from 2019 asking them to provide an update on their block contact lists. She only received 4 responses.
 - There was a discussion about the program and that it requires a significant amount of time and work to maintain and engage liaisons
 - One alternative could be using volunteers
 - Maybe reach out again and ask for confirmation/updated information
 - It's important that the language does not make people feel unwelcome, such as calling the program neighborhood watch. We should be careful to emphasize helpful/resource sharing nature of it.

F. INFORMATION/ANNOUNCEMENTS

- Council Member Wehyee mentioned that the council has been discussing the future of the fire department. More discussions would follow.

G. ADJOURNMENT: 8:07 p.m.



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	October 19, 2020
Agenda Item	E1
Attachment	International Institute- 2019 Annual Report; draft HRD 2020 flyer
Submitted By	Ashleigh Walter, Administrative & Communications Coordinator

Item	Human Rights Day 2020 event
Description	<p>At the meeting on September 21, the commission discussed potential topics for the HRD 2020 event. The topic that the commission chose to focus on was the rights of refugees and migrants. There was also discussion of having a panel of Falcon Heights residents or faculty from the University of Minnesota to speak about their personal experiences as refugees or migrants.</p> <p>Since the meeting, staff contacted the International Institute about a potential speaker for the virtual event. The organization, which is based on Como Avenue near Snelling Avenue, provides a range of services and support for new Americans, including language learning, job training, and citizenship classes. Micaela Schuneman is the Refugee Services Director at the International Institute, and is available to speak at the HRD event on Thursday, December 10.</p> <p>Pending finalization of topic, format, and time, staff would like to begin advertising for the event. A draft flyer is included as an attachment, and staff would like Commission review of the flyer, as well as a broader discussion of ways to spread the word about the event to engage residents.</p> <p>The following channels are proposed for marketing:</p> <ul style="list-style-type: none"> -Weekly e-newsletter: <ul style="list-style-type: none"> • October 23, 30, November 6, 13, 20, 27, December 4 -Social Media: <ul style="list-style-type: none"> • City Twitter, Facebook -Website: http://www.falconheights.org/residents/city-events/human-rights-day <p>Commission members, especially those on the communication and social media subcommittee may have additional ideas for advertising the event, and may be able to help promote the event in their own circles.</p>

	<p>Staff are requesting input/decisions on the following items:</p> <ol style="list-style-type: none"> 1. Topic & event title 2. Specific topic area for International Institute to cover in presentation 3. Format- Panel vs. single presenter 4. Live cable broadcasting of Zoom Webinar on CTV 5. Facilitator/MC 6. Flyer design/content 7. Event marketing strategy
Budget Impact	NA
Attachment(s)	International Institute - 2019 Annual Report HRD 2020 Flyer
Action(s) Requested	Staff are requesting input/decisions on the 7 items listed above.



INTERNATIONAL INSTITUTE
of Minnesota

100 YEARS
AND GROWING

**100 YEARS OF
WELCOMING**

2019 
**ANNUAL
REPORT**



After two decades of insecurity, Pascal's family has found a safe, supportive home. In 2004, they fled the war-torn Democratic Republic of Congo (DRC) and spent years in a refugee camp in Malawi. Finally, over the past two years, Pascal, his siblings and parents have resettled in Minnesota.

Despite the pain of waiting to be reunited with relatives who are still in the DRC, the family is pushing forward. Determined to become self-sufficient, three of the brothers completed the Institute's nursing assistant training program and their sister enrolled in dietary aide training. "We believe education is the key to life, to the future," Pascal says.

After all they've been through, he reflects on the family's transformation: "We have found a peace that we didn't have for more than 20 years. We have found people that we can call friends, neighbors, and especially we have people that care about us and are helping us to settle in this country."

LETTER FROM THE EXECUTIVE DIRECTOR

2019: SEIZING THE NEXT CENTURY

On Dec. 12, 2019, we proudly celebrated our centennial – 100 years of service for and with New Americans. A lot has changed over the past century, but one thing hasn't: immigrants and refugees still come to Minnesota seeking safety, community and the opportunity to thrive. The Institute is here to help ensure that happens.

The International Institute movement began in 1911 in New York City, inspired by the work of Jane Addams at Hull House in Chicago. Originally called the International Institute of St. Paul, our first home was Jake's Place, a saloon on Rice Street.

We began by welcoming mostly eastern and northern European World War I refugees, offering services like language and employment support. In the 1920s, we pioneered the first English language program for New Minnesotans. At the time, over 20% of Minnesota's population was foreign-born; today it is about 8%.

We've come a long way from that saloon office space. Through the Institute's Next Century Campaign, we will increase our capacity to meet demand for our services, upgrading our space and adding an additional 16,000 square feet for more classrooms to increase our impact in the community. The expansion of programs like our career

pathways, language courses and citizenship services means more New Minnesotans will enter our workforce ready to fill critical gaps, start new businesses and strengthen our neighborhoods. Visit impact.iimn.org to see a rendering of our future building.

Every day people walk through our doors with dreams and ambitions, eager to work hard to move their lives forward and push past overwhelming loss, change and institutional barriers. Their presence in our communities shows us the meaning of patience, persistence and graciousness in pursuit of a new life in an unfamiliar place.

During a time when immigration policy is being vigorously debated, we are committed to growing our proven, high-quality programs and advocating for our clients. When New Americans are empowered to reach their goals, our entire community benefits.

In this report, you will see all the ways New Americans are thriving in Minnesota with the support of our dedicated and forward-thinking community. Thank you for ensuring we enter this next century stronger than ever.

With gratitude and cheer,

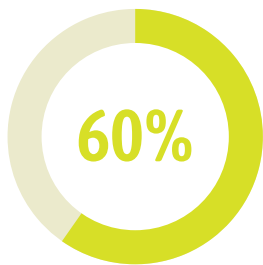
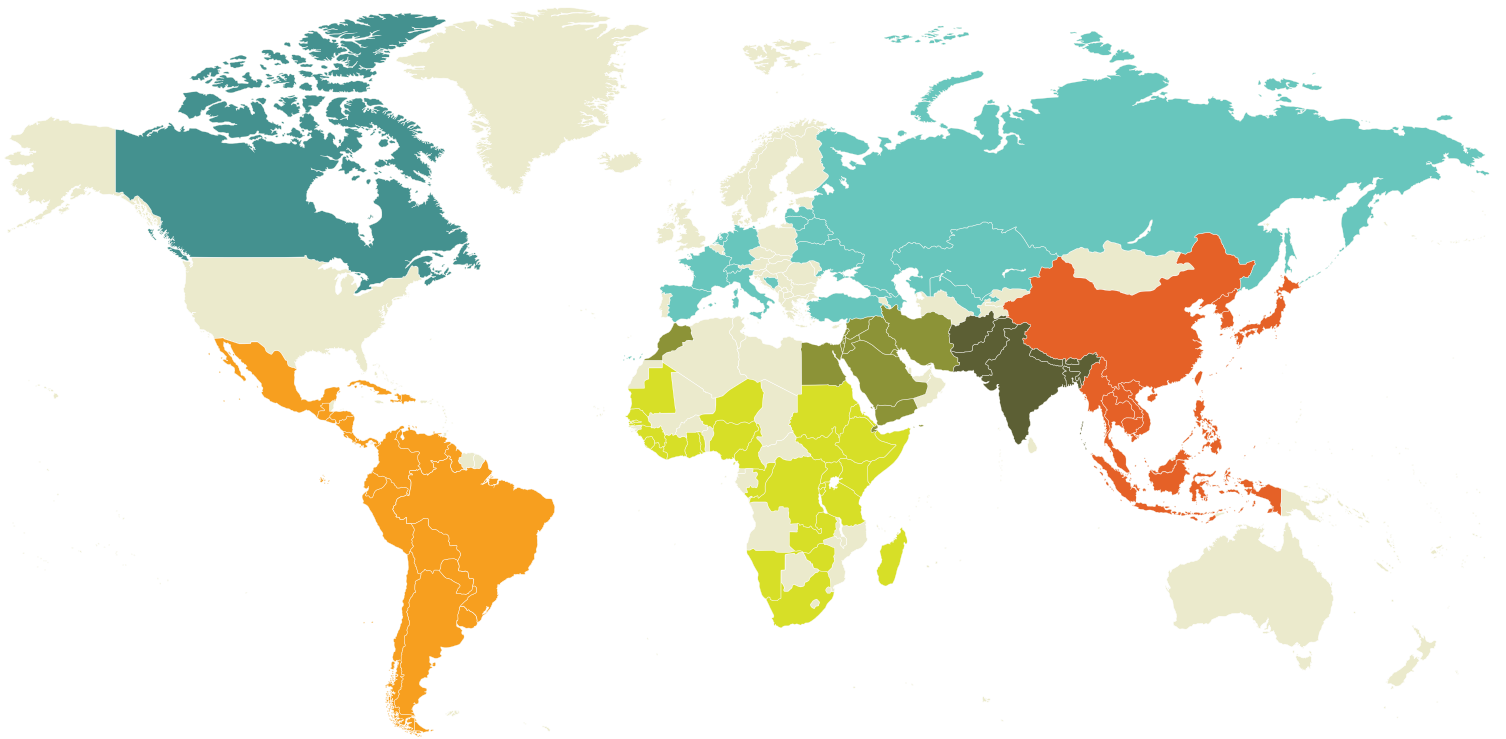
Jane Graupman



OUR 2019 REACH:

**4153 NEW AMERICANS
FROM 101 COUNTRIES**

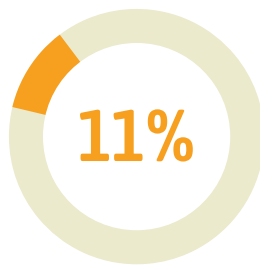
For 100 years, the International Institute of Minnesota has empowered New Americans to achieve full membership in American life. We believe these newest Minnesotans enrich and strengthen our neighborhoods. As we enter our next century, we are committed to the vision of a community where immigrants find respect, support and safety — a place where all can reach their full potential.



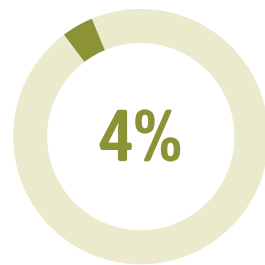
Sub-Saharan Africa



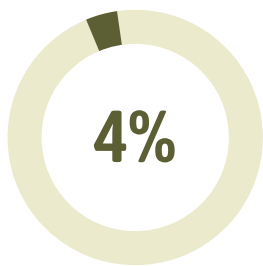
East Asia & Pacific



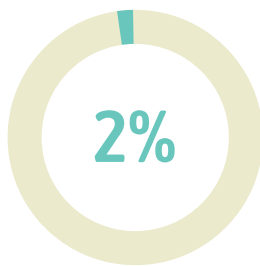
Latin America & Caribbean



Middle East & North Africa



South Asia



Europe & Central Asia



North America



In November, Mohan and his wife Tulasha became U.S. citizens. Before having citizenship, they feared their family might be separated or forced to leave the country. Now, they have the security of knowing they can grow old together in Minnesota, with their children safe and by their side.

When asked how he feels about this accomplishment, Mohan replies, "How I can explain about my heart? If you saw in my heart, I can show you clearly about that, but I do not have in my mouth." As a new citizen, Mohan says he feels an obligation to give back through hard work. "America is not easy. It's very hard, but you get something." Within five years in the United States, he and his wife have bought a home, purchased two cars, had a new baby and become naturalized citizens.

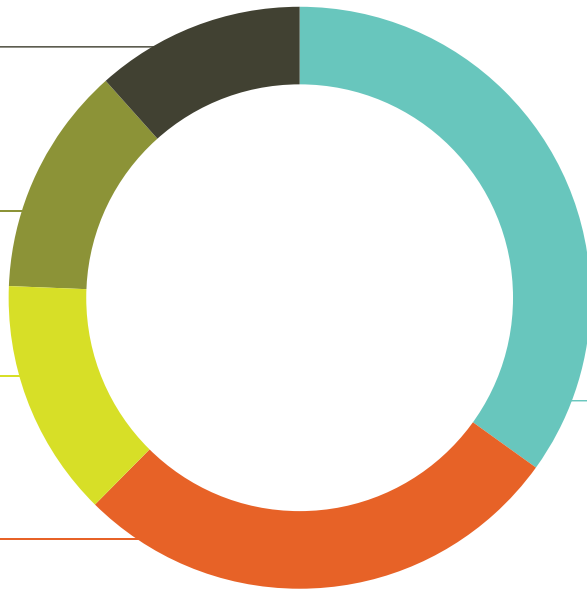
“**I am too much powerful in my energy right now, because I have citizenship.**”

482
Refugee Services

530
Career Pathways
& College Readiness

549
English Language
Learning

1142
Immigration Services



OUR 2019 IMPACT

From arriving to thriving and every step in between, the Institute served 4153 New Americans this year.

1450
Citizenship Services

89 students were hired as Certified Nursing Assistants

282 REFUGEES resettled by the Institute

43

Medical Career Advancement clients graduated from college medical career training programs

\$32.45 average starting hourly wage of students who upgraded their medical careers

36 Hospitality Careers Pathway graduates started jobs

1,390 citizenship applications submitted

2,000 dancers from 100+ ethnic communities at the Festival of Nations

128 COLLEGE READINESS ACADEMY STUDENTS ATTENDED COLLEGE

31,570 HOURS of English education provided to New Americans

69 survivors of human trafficking were provided direct service and trauma-informed support

14,000+ students attended the Festival of Nations from 240 schools and 6 states

YOU MAKE THIS MISSION POSSIBLE



Philanthropy and volunteerism strengthen and sustain the Institute's programs and enrich our community. We extend our deepest gratitude to the committed donors and volunteers who make this work possible. Together, we will make sure Minnesota remains a place where New Americans thrive.



This year, 285 volunteers at the Institute tutored students, assisted with citizenship applications, served as mentors and much more. Plus, hundreds of additional volunteers made our annual Festival of Nations happen. **Thank you.**

DONORS

The following individuals and organizations helped advance the Institute's efforts in refugee resettlement, education, career pathways and citizenship with generous gifts to the International Institute of Minnesota from October 1, 2018 – September 30, 2019.

\$250,000 +

Fred C. and Katherine B. Andersen Foundation
Greater Twin Cities United Way
Hardenbergh Foundation

Margaret A. Cargill Foundation

\$249,999 - \$100,000

Jane D. Bose Trust
Mairs & Power
Thrivent Foundation

\$99,999 - \$50,000

McKnight Foundation
Wells Fargo Foundation

\$49,999 - \$25,000

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Gordon and Jeanne Shepard Family Fund

\$24,999 - \$10,000

Immigrant Legal Resource Center
Marbrook Foundation

\$9,999 - \$5,000

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\$2,499 - \$1,000

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Shirlee Fischer	Lauren Hagen	Katherine Johnston	Betsy Long and John Borden	Christy Myers	Nora and Frances Prekker
Mary Frances Fitzpatrick	Tina Hahn	Katherine and Carl Jorgenson	Caley Long	Harley Nelson	Leah Puffer
Karen Flannery	Angela Haile-Selassie	Emilia Kaczynski	Priscilla and Bruce Long	Kevin Nelson	David Purcell
Eric Foster	Roberta Hamblen	Brian Kao	Joe Loveland	Paul Nelson	Jane Qualey
Katharine and Richard Fournier	Shaan Hamilton	Christine and Tom Karki	Joel Luedtke	Randi Nelson	David Radcliffe
Elizabeth Fowlds	Greta Hammond	Leslie Kasperowicz	Lisa Lui	Vicki Nelson	Kirsten and Peter Radcliffe
Vanessa Fowler	Jean Hanna	Barbara Kelley	Janet and Dean Lund	Anne Nervig	Christina Rahm
Mollie Fragnito	Sarah Hardy	Eric Key	Harlan Luxenberg	Catherine Neuschler	
Freddy Fresh Music	Dolores Harrington	Tabatha Kidder	Shelby Lynn	Brooke Newmaster	
	Lily Kate Harris		Toby Lylum		
	Tracy Harris				



Emily Ralph	Lifeworks Services Inc.	Ben Thompson	Eric Ziegler	Seth Larkin	Tala Robertson
Shona Ramchandani and Matthew Sherman	Michelle Shainess	Erick Thompson	Laura Zimmermann and Lee Zukor	Lex Lazarewicz and Alex Zoltai	Ann Rock
Mukti Rao	Jenni and Dale Shaller	Maria Tice	Corrie Zoltai	Fay Lee	Liz Ross
Venkat Rao	Russell Sharpe	Carol Tollefsrud	Emily Zoltai	Emily and Lance Livingston	Nassim Rossi
Hannah Rask	Caitlin Sheaffer	Mary Ann Tompkins	Gifts in Memory of	Betsy Long and John S. Borden	Kushe Saw
Eva Rasmussen	Jaе Hyun Shim	Mary Tompkins	Ann Backen	Stephanie Malone and Ryan Pederson	Ruth Schnell
Joe Reid	Marjorie Sigel and Dick Van Deusen	Kim-Anh Tong	Lois Cornelisse	Grace and Lucy Mansell	Kathy Simmelink
Aisling Reynolds	Amy Silvermann	Gilbert Towers	Debra Danialson	Jennifer McCleary and Kari Sletten	Madison Spartz
Bridget Reynolds	Lee Silverstein	Duan Trinh	Wyatt Hallstrom	David McKenna	Streibel Family
Lorraine Reynolds	Nancy Simpson	Julie Truong	Sandra Horner	My Mother	Nang Tai
Sarnata Reynolds	Deolinda Skjon	Anna Tsantir	Mindla Kinsky	Irena Nelson	Susan Terry
Eric Richards	Vanessa Slavens	Abby Tusing	Ginto Naujokas	Park Center Equity Team	Lindsey Thompson and Ben Messerly
Annie and Tony Riley	Kari Sletten	Adam Twardowski	Edith and Leif Nelvin	Helene Penichot	Kate Tilney
Mark Ring	Sharon and Gary Smieja	Lisa Uhler	Dr. Tom Raya	Bernard Piorek	Donald Trump
Sharon and Garth Robertson	Angie Smith	Marie Denise Uwizera and Jean De La Croix Ndisebuye	Matt Ross	Sharon Reid	Kostas Tsantir
Crystal Robinson	Cheryl Smith	Jenny Veldhuizen	Darcy Dungan-Seaver	Jon Reischl	Frank Wagner
Carroll Rock	Shannon Smith	Kathleen Vellenga	Muriel and Ansgar Sovik	Anna Rick	Susan Williams
Dan James Roe	Luther Snow	Patricia Vincent	Nathan Weisberg	Laurie and Bobby Riepe	Maureen Wosepka
Wanita Rolfes	Elizabeth Songalia	Maria and Zsolt Vincze	Olga Zoltai		Kao Kalia Yang
Jacqueline Rolfs and David Severtson	Elisabeth Sövik	Virginia and Edward Vizard	Gifts in Honor of		Olga Zoltai
Sharon Roseann	Madison Spartz	Edward Vogel	Berit Ahlgren		
Hannah Rosenwinkle	Linda Spellacy	Barbara and Dennis Wagner	Brendan Williams and Mara Batzli		
Mary Rothschild	Donna Spencer	Frank Wagner	Camille Beshara		
Jeanie Rowe	Ruth Spiegel Usem	Joy Wagner	Heather Besonen		
Kristin Rowell	Darlene St. Clair	Elizabeth Wakefield	John Collins		
Judith Rush	Jonathan Stegall	Yajni Warnapala	Dan Demetriou		
Shannon Rusk	Kathy Stephani	Ruth and David Waterbury	Paul Driscoll		
Casey Rutherford	Linda and Richard Steven	Eric Watkins	Laura Duckett and Jim Kangas		
Aoife Ryan	Garrett Steward	Wendy Wehr	Patricia and Charles Ernst		
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Christine Sarkes	Robin Stramp	Tom Whelan	Keisha Fowowe		
Madison Sauer	Robert Straughn	Hania and Tom Wiatros	Carol Garbisch		
Mark Savin	Matthew Streit	Sue Wick	Laura Garlock		
Tarek Sayed	Sheila Stuhlman and John Crippen	Nicki Williams	Clyde and Mary Gates		
Lorraine Schletty	Earl Sullivan	Peter Wissink	Nancy Glassner		
Anne K. Schluckebier	Shirley and Mark Sundquist	Tannie Woods Eshenauer	Jane Graupman		
Tom Schmidt	Stephanie and Aaron Swearingen	Wendy Worner	Billie Gray		
Sarah Schmidt de Carranza	Jamison Swift	Emily Woster	Merle Greene		
Gerda and Jerry Schmieg	Jinath Tasnim	Shirlee Xiaoping Xie	David Hammond		
April and Eric Schnell	Greg Taube	Chue Xiong	Brianna Harrington		
Rod Scholl	Madison Taylor	Lori Yang	Emily Harris and Duza Baba		
Andrew Schulz	Tony Taylor	Leah Young	Katie Haugen		
Rabbi Burt E. Schuman	Merle Teetzen	Beth Youra	Andreas Hipple		
Claire and Matthew Scroggins	Lauren Teetzen-Ryan	Jon Yurik	Immigrant Children		
Anne Seaquist	Liz Templin	Marianne and James Zarzana	Maria, Tina and Sarah		
Susan Searing	Anita Terry	Mary Nell Zellner	Maria Kaczynski		
Toni and Albert Seaver	Jessica Thill	Anne Zerby	Clark Kent		
Frank Sedzielarz	Elizabeth Thimmesh and Matthew Johnson		Joyce Kovacs		
Deanna Sellner					

GOVERNMENT GRANTS

The following governmental entities issued grants to the International Institute of Minnesota from October 1, 2018 – September 30, 2019.

Heartland Care Services
(in partnership)

Minnesota Department of Education

Minnesota Department of Employment and Economic Development

Minnesota Department of Human Services

Saint Paul Community Literacy Consortium

Southern Minnesota Regional Legal Services (in partnership)

Twin Cities Local Initiatives Support Corporation



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- Luisana, student and teacher



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2019 FINANCIALS

OCTOBER 2018 - SEPTEMBER 2019

BALANCE SHEET

Total Current Assets	672,171
Building, Equipment, Land	1,695,265
Accumulated Depreciation	(1,350,421)
Unemployment Services Trust	92,717
Reserve Funds	2,612,581
Capital Campaign	2,304,971
Total Assets	6,027,284

Total Liabilities	210,503
Capital	
Fund Balance - Unrestricted	3,198,945
Fund Balance - Board Designated	208,338
Fund Balance - Donor Designated	55,570
Fund Balance - Temp Restricted - Capital Campaign	831,334
2018-2019 Net Income Operations	48,957
2018-2019 Net Income Capital Campaign	1,473,637
Total Capital	5,816,781
Total Liabilities & Capital	6,027,284

INCOME STATEMENT

Revenue

Government Grants	1,967,899
Corporate/Foundation Grants	1,323,683
Festival of Nations	420,510
Program Service Fees	209,586
Rentals	6,477
Contributions	318,755
Investment Income	244,363
Total Revenue	4,491,273

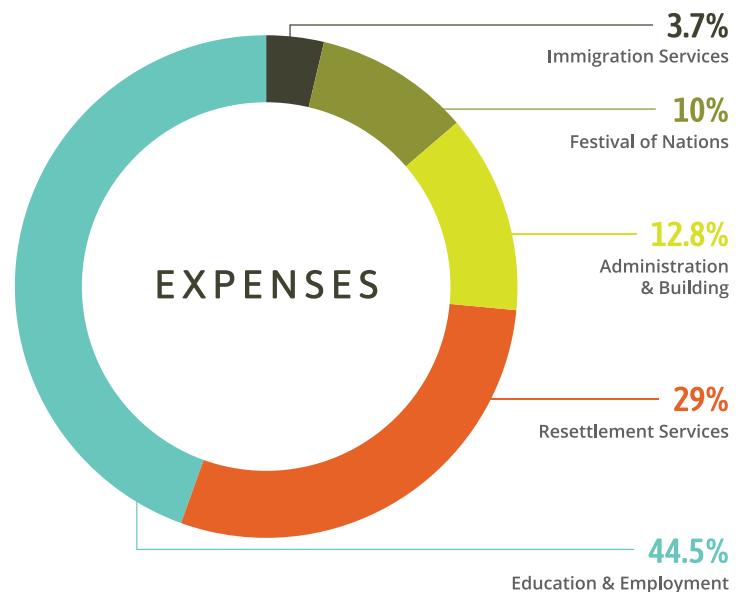
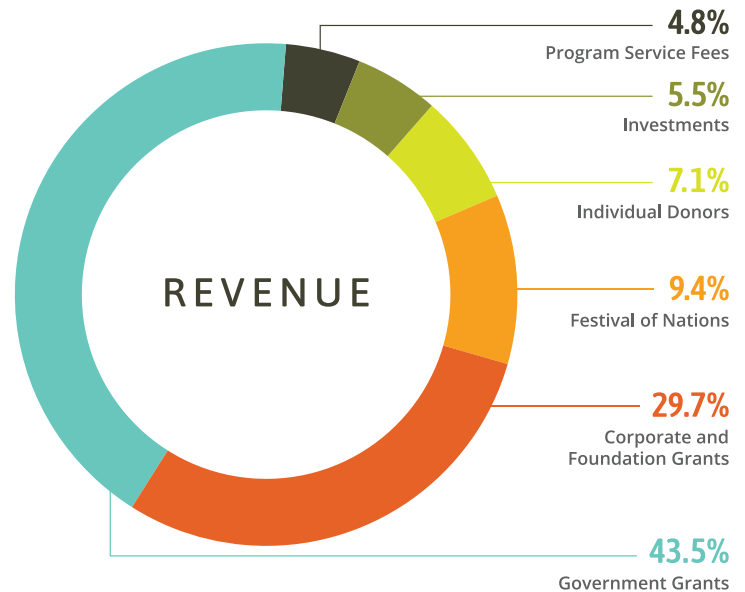
Expenses

Resettlement Services	1,287,415
Immigration Services	162,398
Education & Employment	1,978,215
Festival of Nations	445,085
Fundraising/Volunteer (Admin)	439,111
Unallocated Admin/Building	130,092
Total Expenses	4,442,316

Operations Net Income (before depreciation) **48,957**

Capital Campaign Information

Capital Campaign Income	2,046,064
Capital Campaign Expenses	(572,427)
Land Purchase April 2019	(310,818)
Total	1,162,819



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- Maude, Housekeeping Program graduate



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The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	October 19, 2020
Agenda Item	E2
Attachment	NA
Submitted By	Ashleigh Walter, Administrative & Communications Coordinator

Item	Discuss Chairperson Transition
Description	<p>In September, Kim Johnson, resigned her position as chairperson of the Community Engagement Commission. Kim joined the commission in 2018, and was appointed as chairperson in December 2019, beginning her term as chair in January 2020. Staff are grateful for Commissioner Johnson’s contributions to the Commission during her tenure.</p> <p>Following Commissioner Johnson’s resignation, staff emailed members to request input on direction for the Commission for the remainder of the year. Previous discussions at the CEC meeting on September 21 indicated interest in revisiting some of the Commission’s historic programs, specifically the Neighborhood Liaison program. Staff want to ensure that volunteers and Commission members are tasked with meaningful projects and are given sufficient support as necessary. A chairperson serving in 2021 would help lead the revitalization of the CEC’s work to ensure it matches needs of the City’s residents.</p> <p>The CEC currently has 1 vacancy, and is in need of a chairperson. Staff have begun advertising the open seat and will continue to do so until the seat is filled. The Commission will need to appoint an interim chairperson who can offer leadership for the remainder of 2020 to finish Commissioner Johnson’s term. An election for a chairperson to serve in 2021 would be held at the January meeting.</p>
Budget Impact	NA
Attachment(s)	NA
Action(s) Requested	Discuss chairperson transition



The City That Soars!

ITEM FOR DISCUSSION

Meeting Date	October 19, 2020
Agenda Item	E3
Attachment	NA
Submitted By	Ashleigh Walter, Administrative & Communications Coordinator

Item	Discuss new resident welcoming strategy
Description	<p>The CEC reviewed and approved a new design for New Resident Door Hangers, which can be delivered to residents that have moved into the City. Currently, the City receives notices by mail from St. Paul Regional Water and Sewer (SPRWS) when a new resident moves into Falcon Heights. Upon receiving the information, staff forward the information to members of the CEC so that they can deliver a Welcome Packet or a Door Hanger to the new resident.</p> <p>In the past, Commissioner Dena Larrabee and former Commissioner Johnson were the individuals notified and tasked with delivery of these items. Commissioner Larrabee has requested a discussion of the welcoming strategy for new residents and a possible reassignment of the task.</p>
Budget Impact	NA
Attachment(s)	NA
Action(s) Requested	Discuss new resident welcoming strategy and consider reassignment.