#### Minues

REGULAR MEETING OF THE CITY OF GOSHEN COMMUNITY RELATIONS COMMISSION Tuesday, April 9, 2019 - 7pm. Goshen City Hall

CRC mission: Our mission is to foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, and access to public conveniences, accommodations and real property.

CRC members present: David Araujo, Glenn Null, Evan Miller, Sreekala Rajagopalan, Michele Fanfair-Steury, Don Brown; CRC members absent: Judith Davis, Jose Rocha, AJ Delgadillo; Others present: Darin Short (CRC consultant)

- 1. Call to Order & Opening
  - a. Review of the CRC Mission and Principles
  - b. Introduction of visitors
  - c. Review of the agenda Don requested that we include an additional agenda item regarding preventing violence and the impact of youth using racial slurs. The group agreed to include this as new agenda item number 8.
- 2. For the Good of the CRC (public comment) no comments offered
- 3. Review and approve March minutes Glenn moved, Sreekala seconded, approved unanimously
- 4. Project activities
  - Taste of Goshen Planning Glenn moved to accept budget presented by Darin with modification to double amount to be paid for t-shirts to \$1,400; David seconded; approved unanimously; Darin will contact CRC members to volunteer for time slots.
  - Goshen Middle School Student Project activity Don, Michele, Judy, Sreekala to propose meeting with Christa and students on Friday, April 12.
  - Community Conversations (Joint with GCS) Will take place on April 25 at 7 pm, all CRC members will attend and bring 2 guests; the City council is invited to bring 1 guest; will be held at GHS Media Center
  - By-stander training Darin has been in touch with Julia Schmidt and Nicole Bauman, individuals who are interested in exploring the possibility of developing a by-stander training. Darin will bring an update to the May meeting.
  - Updating CRC Principles will start back up after retreat. AJ, Glenn, Don, and Judith will serve on a subcommittee to explore the Principles as they now stand along with the possibility of updating these principles.
- 5. Strategic planning retreat –Glenn moved to accept the proposal presented by Darin, Michele seconded, approved unanimously; Darin is behind on his hours per the 2019 contract for continuing work on behalf of the CRC on a monthly basis (see agenda item number 10 and attached "Consultant's Activity Report". As noted in the proposal, the contract for Darin's

facilitation of the retreat will take into account this shortage of hours so that the CRC will be billed separately for no more than 7 hours of Darin's time.

- 6. Approve 2017 CRC Annual Report Sreekala moved to accept, Michele seconded, approved unanimously
- 7. Approve 2018 CRC Annual Report Glenn moved to accept, Sreekala seconded, approved unanimously
- 8. Discussion about being proactive in preventing violence that increases at this time of year and during the summer.

Discussion about racial slurs, people using the N-word to intimidate black boys along with other threatening language; this leads to aggressive response by those who are name-called.

Questions raised by the group include:

Can we use the community conversations as a launch actively addressing these issues? What is the CRC's role in this?

How does the CRC make a difference?

How do we leverage April/May events to address issues?

It was expressed that the CRC needs to educate itself and provide information for parents.

This topic will be brought up at the Community Conversations planning committee meeting on April 10.

- 9. Postponed to later date: Learning Journey: Finding Common Ground listening practice
- 10. Reports and Statistics Darin's consultant activity report was presented; Evan moved to accept the report, Sreekala seconded, approved unanimously.
- 11. Treasurer's report was presented by Glenn
- 12. Announcements by CRC members, closing comments, reflections on the meeting Evan will need to sign for bills to be paid in Glenn's absence (May 12- early June).

Adjournment 8:54

nmunity Relations Committee of Goshen Budget for			2019		
lay-19	2019		Proposed	2018	
lay-19			· ·		
			Budget	<u>Actual</u>	
Poster Board	For vendor menus		350.00	225.00	
Music Entertainers	(Assume 4 performers, \$125 each)		500.00	-	
Balloon Entertainer	Steve Coyne		150.00		
Rental Items					
Mutton Rentals in 2019		1,535.00		1,489.32	
	Tents for Food Vendors	1,314.00		1,613.52	
	Cement blocks for stabilizing tents	1,120.00		-	
" Tables & Chairs (we set up & tear down)		929.29		685.51	
	Fork truck	300.00		-	
	Delivery, setup and tear down tents	632.00		100.00	
	Damage Waiver	560.63		266.11	
Grand Star Rental		397.28		397.28	
Grand Star Rental	Propane for generator	38.87		38.87	
			6,827.07	4,590.61	
First Fridays	Sponsorship		1,250.00	1,250.00	
Miscellaneous supplies	(sterno, zip ties, etc.)		200.00	171.55	
	(menus/maps, tickets, etc.)		125.00	50.00	
	For CRC members, volunteers & to sell (50 sh	nirts)	1,400.00	-	
	Budget Assumes \$5,500 in sales from debit/c	151.80	142.47		
	Total Estimat	ted Expenses	\$10,953.87	6,429.63	
T-Shirts	Estimated revenue from sale of t-shirts (10 sh	nirts)	\$ (100.00)	-	
			-	-	
			\$10,853.87	6,429.63	
Co-Sponsorship	Interra Credit Union		(1,000.00)	(1,000.00)	
CRC Profit from Sales	10% of vendor sales		\$(1,500.00) *	(1,065.50	
	Net Expense after Sponsorship and	\$ 8 353 87	\$ 4,364.13		

# CRC Retreat Planning 2019

The CRC is a new CRC! There has been a lot of commissioner turnover the past two years and at least 5 of the 9 commissioners have been involved with the CRC for less than 15 months. During a conversation in March involving Don Brown, Evan Miller, and Darin Short it was identified that the CRC does not currently have clarity about what the mission of the CRC is. This is probably a true statement for most individual CRC members and it is certainly true for the CRC as a whole. Although the CRC identified it's mission many years ago almost none of the current CRC members have had an opportunity to explore what the mission is or means. Additionally, and as a contributing factor to the lack of clarity about the mission, the CRC has not spent time the past number of years clarifying and pursuing a specific mission. Finally, until the fall of 2018 the Mayor and the City Council had not, in essence, provided the CRC with the resources and training necessary to carry out the full mandate of the ordinance that established the CRC. In the fall of 2018 the CRC requested clarification from the Mayor and City Council and proposed that the CRC focus primarily on developing and implementing proactive community building initiatives and that the City (i.e., a City staff person, or anyone not on the CRC or the CRC consultant) handle and process discrimination complaints that come in. The CRC is currently operating under the premise of this proposal. With this as background, the CRC has an opportunity to clarify specifically what the mission is and means.

The stated CRC mission: Our mission is to foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, and access to public conveniences, accommodations and real property.

So, what is a "mission" or a "mission statement"? Merriam-Webster defines mission statement as something that states the purpose or goal of a business or organization. The company's mission statement emphasizes its ongoing commitment to meeting the needs of the community.

I would propose that we use this definition/description as we reflect, dialogue, and clarify the mission of the CRC.

#### **Proposed Retreat Activities:**

- Prior to the retreat Commissioners will...
  - Review "Orientation Summary & History of the CRC" document (3 pages)
  - Reflect on the current mission statement and the following questions:
    - What are the key words in the CRC mission statement?
    - What is the commitment the CRC is making in this statement?
    - What are the community needs identified in the mission statement?
    - What does the mission mean to you?
    - What else is important to you in regards to the mission of the CRC that you did not have a chance to describe by reflecting on the above questions?

#### During retreat

- Hear from a panel of past CRC members in regards to what the mission was or should have been from their perspectives while serving on the CRC
- Group exercise to identify and name the questions CRC members have related to the mission and what they want the group to discuss. What questions do you need an answer to in order to have clarity about the mission, or what the mission means?
- (Modified) Open Space Technology Exercise Based on the questions identified in the previous exercise each CRC member will have individual time to (1) determine which questions they think are most pertinent and (2) provide answers to the questions they think are most pertinent
- Micro conversations following and during the Open Space time there will be time for small group conversations some of which will be facilitated and some of which will be ad hoc or as people feel led

 Large group conversation as a matter of reflecting on the previous activities, identifying themes, determining which questions weren't answered

#### • Following the retreat:

- Darin will write a summary report/analysis and propose a clarifying statement as a matter of clarifying what the mission of the CRC is
- o The CRC will need to determine:
  - Do the questions that were not answered during the retreat still need to be addressed before coming to a shared understanding of the mission?
  - Does the mission statement still work?
  - Does the clarifying statement drafted by Darin capture this group's shared understanding of what the mission of the CRC is?

The Mission of the CRC is very important and can have a significant impact on the community. The impact will be greatest if community leaders are also familiar with, embrace and support the mission. As a result, I'd suggest the City Council and the Mayor be invited to come, observe and listen as the CRC dialogues on this topic. It is possible, maybe even likely, some won't attend but I think we should at least invite them. Although their participation will need to be structured and limited during the retreat, we can certainly invite their participation periodically throughout the morning.

# Fee proposal

I expect to invest 14-17 hours of my time for this retreat and the summary report/analysis. Since I am approximately 8 hours short in regards to the existing on-going monthly contract I would suggest we apply these 8 hours towards my investment of time for the retreat. This would leave approximately 6-9 hours of my time that is not covered by the existing contract. As a result, I propose that I invoice the CRC for 7 hours of my time at a rate of \$100/hour for a total of \$700.



# Community Relations Commission City of Goshen, Indiana Annual Report – 2017

#### Mission

To foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, access to public conveniences, accommodations and real property.

# **Origin and Background**

The Community Relations Commission (CRC) was created by Ordinance 4201, "An Ordinance Creating the Goshen Community Relations Commission and Prescribing the Powers and Duties of the Commission," adopted by the Common Council on April 13, 2004. Goshen was the 23rd Indiana city to establish a human/community relations commission. Mayor Allan Kauffman convened the first meeting on August 17, 2004.

# **CRC Principles**

- Respect for each other and respect for each other's rights
- Open communication and engagement
- Honesty
- A safe community
- Acceptance that change has positive and negative consequences
- Tolerance of differences
- Support for equality and freedom from discrimination

# **CRC Commissioners during 2017**

Angie Troyer, Chair
Evan Miller, Treasurer
John Ferguson, Secretary (resigned during year)
Rocio Diaz (resigned during year)
Lizzy Diaz (served partial year)
Ed Ahlersmeyer
Sreekala Rajagopalan
David Araujo
Nathan Mateer Rempel
Judy Snider

#### **CRC Activity in 2017**

**Vision 2025:** The CRC made efforts to introduce the vision statement to the community by hosting an invitation-only event in March. More than 70 people attended the event and were given the opportunity

to hear more about the visioning process as well as to hear from former Mayor Allan Kauffman, Goshen College's Gilberto Perez, and then CRC Commissioner Nathan Mateer-Rempel.

Following is the vision statement adopted by the CRC:

Goshen is a vibrant and dynamic community. Together we strive to

- Strengthen our social and economic resources.
- Promote vitality, safety, and wholeness.
- Engage, embrace and celebrate our cultural commonalities and differences.
- · Address challenges to our common good.

**Latino Neighborhood Outreach:** In January the Commission approved a funding agreement for a joint effort between Bienvenido Community Solutions and LaCasa, Inc. to increase Latino participation in neighborhood associations. The initial effort focuses on the Historic South Side, Community of East Goshen, West Goshen, Rieth Park, and Chamberlain Neighborhoods.

**Taste of Goshen: May First Friday**: In May the Commission held its' annual Taste of Goshen during which almost two thousand people enjoyed food offerings from cultures represented in Goshen's population. These included Palestinian, Korean, Mexican, El Salvadoran, Colombian, Ukrainian, Puerto Rican and Indonesian.

Discrimination Issues: In March of 2017 a black man and resident of Goshen came to the CRC to share about his experiences of being pulled over by police while driving (he did not indicate whether his experiences involved Goshen Police, Elkhart County Police, State Police, or some other police agency). The gentleman shared with tears in his eyes that he has learned to accept that he will be pulled over in Goshen for no reason at all even though he is fully obeying the law. He indicated his wife fears for his safety when he leaves the house because he is black. The gentleman also referred to a specific case in which he was pulled over and ticketed for allegedly not using his headlights which he said was not possible because his headlights come on automatically. In order to fight the claim the gentleman had to travel on several occasions to Nappanee but in the end he was told he had to pay the ticket. He continued to fight the charge by taking it to court. In the end, the court agree to cancel the ticket and remove this incident from his record.

In July of 2017 another local resident came to the CRC to share the story of her biracial son (black and white) being called the "n word" in the CVS parking lot at the intersection of Main St. and Madison St. During the July CRC meeting, the conference room was packed full with visitors showing support for the mother. A positive outcome of this engagement with the mother and guests was that the guests challenged the CRC to develop and deliver a by-stander training program throughout the Goshen community. The purpose of the by-stander training would be to help residents know how to safely intervene if they witness harassment based on race, sex, and/or other personal qualities or characteristics. By the end of 2017 the CRC was in the process of working with other resource persons to develop a by-stander training program.

### Other items of note:

- ➤ In late 2016 the CRC engaged the services of R3 Design, a branding and website development firm owned by Rafael Barahona, Jr. In early 2017 R3 Design presented a branding and community engagement initiative that the CRC adopted. The purpose of the engagement with R3 Design was to increase awareness of the CRC, the role of the CRC in the community, and Goshen Vision 2025. Although there were several outcomes of this project, a primary outcome was a tagline for the CRC as a matter of fostering curiosity about the CRC. The tagline developed by R3 Design was "CRC What We Mean" or "CRC, Significa Que?" in Spanish.
- Commissioners held two half-day retreats in March (to begin to get to know each other since several new commissioners joined the CRC) and June (to further discuss and plan for implementation of Goshen Vision 2025). During the remainder of 2017 the CRC made great progress in identifying initiatives to be developed as a matter of pursuing the vision. The goal was for implementation of these initiatives in 2018.
- The CRC provided small grants for the Farmer's Market Salsa Festival, Encuentro in the Alley (an event emphasizing Latino art), and The Multicultural Festival, an event supported in part by La Casa and held in the summer of 2017.
- ➤ CRC Principles of Engagement were adopted in part by City Council as an addition to the "Goshen Common Council Rules of Order".
- Revised the Memorandum of Understanding with Darin Short to more accurately reflect expected duties and provide objective measures for evaluation.

### **Upcoming Initiatives**

**Diversity Events:** The CRC is continuing with its expanded role with Downtown Goshen, Inc. for First Friday events this coming May. The May event is branded as 'Taste of Goshen' after the CRC's annual event. In addition to our usual tent featuring a variety of ethnic foods, we are sponsoring musical performances, as well as sharing the newly minted Vision with the community.

**Continuation of Community Project Support from CRC:** In the past the CRC has made monies available for community projects or initiatives particularly where those projects interact with our Mission, Vision, and Principles.

**Goshen Vision 2025:** While we develop methods of publicizing the Vision in the community, we are also working to prioritize elements of the Vision that most directly intersect with our Mission and Strategic plan.



Community Relations Commission
City of Goshen, Indiana
Annual Report – 2018
Submitted by Evan Miller, CRC Chair

#### Mission

To foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, access to public conveniences, accommodations and real property.

#### **Origin and Background**

The Community Relations Commission (CRC) was created by Ordinance 4201, "An Ordinance Creating the Goshen Community Relations Commission and Prescribing the Powers and Duties of the Commission," adopted by the Common Council on April 13, 2004. Goshen was the 23rd Indiana city to establish a human/community relations commission. Mayor Allan Kauffman convened the first meeting on August 17, 2004.

### **CRC Principles**

- Respect for each other and respect for each other's rights
- Open communication and engagement
- Honesty
- A safe community
- Acceptance that change has positive and negative consequences
- Tolerance of differences
- Support for equality and freedom from discrimination

### **CRC Commissioners during 2018**

Lizzy Diaz, Chair (January through July), Vice Chair (July through December)
Evan Miller, Treasurer (January through July), Chair (July through December)
Ed Ahlersmeyer, Vice Chair (Resigned in April)
Sreekala Rajagopalan
David Araujo
Jose Rocha
Glenn Null, Treasure (July through December)
Michele Fanfair-Steury

#### **CRC Activity in 2018**

**Reaction and Restructuring:** 2018 was a year of turmoil and restructuring. At the December, 2017 meeting, a commissioner shared a blog post with the CRC. Several community members, in learning of the content of this post, felt that it was promoting views about race that were contrary to the mission of

the CRC. At the April, 2017 meeting, dozens of community members voiced their concerns, and the following week the commissioner resigned, leaving a vacancy in the role of Vice Chair.

In June, CRC Chair Lizzy Diaz indicated her desire to step down from the role as commission chair. In July, Evan Miller was elected Chair, Lizzy Diaz was elected Vice Chair, and Glenn Null was elected Treasurer..

**City Council Liaison:** With the resignation of the Vice Chair, the commission had an opening, to be filled by appointment of City Council. The City Council chose to leave the position vacant and declined to appoint one of their own as a member of the CRC. The Mayor, acting in consultation with City Council, appointed Councilwoman King as Liaison to the CRC. The Liaison is an advisory and support role, and does not have voting rights on the CRC.

**Refinement of Purpose:** With the help of consultant Philip Thomas, leaders from the CRC (Evan Miller and Lizzy Diaz) and City Council (Brett Weddell and Julia King) met with the mayor to explore the cause of the underlying tensions that caused the disruption in the first half of the year. The group concluded that a key issue was ambiguities in the founding ordinance. The founding ordinance empowered the CRC to receive complaints of discrimination, and adjudicate resolutions to those complaints. The CRC, as a voluntary citizen's group, is not qualified to address discrimination complaints. The CRC adopted a resolution that requested that the city find other means to address complaints of discrimination so that the CRC can focus on positive community building.

**Visitor Policy:** In September, the commission adopted a Visitor Policy that outlines the process the CRC will follow to welcome guests, gather input from them, and respond to their input. A copy of the policy is attached.

**Job Description:** The CRC developed and adopted a job description for its members, and shared this job description with City Council and the Mayor. The job description describes the activity level of the commission, as well as desired skills and personal attributes. A copy of the job description is attached.

**Taste of Goshen: May First Friday**: In May the Commission held its' annual Taste of Goshen during which almost two thousand people enjoyed food offerings from cultures represented in Goshen's population. These included Palestinian, Korean, Mexican, El Salvadoran, Colombian, Ukrainian, Puerto Rican and Indonesian.

**Other items of note:** The CRC provided small grants for the Farmer's Market Salsa Festival, Encuentro in the Alley (an event emphasizing Latino art), and The Multicultural Festival, an event supported in part by La Casa and held in the summer of 2018.

#### **Upcoming Initiatives**

**Community Conversations:** In late 2018, the CRC was approached by staff of Goshen Community Schools. They were interested in co-hosting with the city, a series of community conversations. The CRC and GCS plans to pilot a community conversation in spring, 2019. If they are successful, we plan to hold more in the fall of 2019.

**Diversity Events:** The CRC is continuing with its expanded role with Downtown Goshen, Inc. for First Friday events this coming May. The May event is branded as 'Taste of Goshen' after the CRC's annual event. In addition to our usual tent featuring a variety of ethnic foods, we are sponsoring musical performances, as well as sharing the newly minted Vision with the community.

**Continuation of Community Project Support from CRC:** In the past the CRC has made monies available for community projects or initiatives particularly where those projects interact with our Mission, Vision, and Principles.

**Goshen Vision 2025:** While we develop methods of publicizing the Vision in the community, we are also working to prioritize elements of the Vision that most directly intersect with our Mission and Strategic plan.

(Attachments: Visitor Policy, Job Description)

# Guidelines for visitors at CRC meetings

Welcome to the Goshen Community Relations Commission (CRC). Thank you for your interest in our work.

We are community members and volunteers, appointed by the Mayor and City Council. Our mission is to foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity for education, employment, and access to public conveniences, accommodations and real property.

We have committed to working with each other and with you according to these principles:

- Respect for each other and respect for each other's rights
- Open communication and engagement
- Honesty
- A safe community
- Acceptance that change has positive and negative consequences
- Tolerance of differences
- Support for equality and freedom from discrimination

We set aside time at our meetings to allow public input during "For the Good of the CRC." If you wish to speak with the CRC, we ask that you do so at that time, and in the spirit of the principles outlined above.

In order to ensure that everyone who wishes to speak has an equal opportunity to do so in a limited amount of time, please keep the following in mind:

- 1. The Chair will call upon those who wish to speak, and ensure these Guidelines are followed.
- 2. Please limit your comments to no more than five (5) minutes. If a previous speaker addressed your comment, please do not repeat remarks or points already made.
- 3. Comments should be directed to the CRC as a body --- not to individual members, staff members, or other members of the audience.
- 4. Comments should not include personal attacks directed at any individual or group.
- 5. Vulgar or abusive language will not be tolerated.
- 6. After you have spoken, the CRC may ask questions for clarification, but will not debate with you.

Thank you again for caring about our work and our community. We appreciate the contributions of all persons who wish to help us achieve our mission.

# Resolution for Visitors Policy

#### Whereas:

- It is our desire to create a place of emotional and physical safety where community members can speak the truth about their experiences in our community.
- What community members have to say may be very difficult for us to hear.
- We wish to establish clear guidelines amongst ourselves about how we will treat visitors, and how we expect to be treated by them.
- Any comments brought to the CRC are the responsibility of the entire body, not any individual on the CRC.

#### Therefore be it resolved:

- We adopt the "Guidelines for Visitors to the CRC" handout.
- We will share the "Guidelines for Visitors to the CRC" handout at each meeting and on our website.
- The Chair will review the Guidelines at the opening of the agenda item "For the good of the CRC" when there are visitors present.
- When visitors come to the CRC, we treat them as dignified, honored guests. We listen. We speak with kindness and respect. We thank them for speaking their truth.
- We will not engage in debate or challenge their remarks during their time with us.
- We will process their comments as a group with full transparency to the visitors, and decide together on any appropriate response.

CRC		4 hours per we	ek per contr	act				
Consultant Activity Report		= 208 hours p						
2019		= 17.3 hours per month						
								YTD
		Vision related	CRC	Other/Community		YTD	YTD	Overage/
<u>Date</u>	Event/Activity	Time (hrs.)	Meetings	Engagement	Other	<u>Total</u>	<b>Budget</b>	(Shortage)
1/7/2019	Call with Evan				0.5			
1/8/2019	Monthly meeting		2.0					
1/11/2019	Work on monthly minutes				1.5			
1/17/2019	Work on monthly minutes				0.5			
1/21/2019	CRC/GCS Community Conversations planning	1.0						
1/25/2019	Meet with Evan				1.0			
	Research By Stander Training options	3.0						
	Work on annual report				4.5			
	Independent time working on CRC responsibilities				2.0			
January Tota	al	4.0	2.0	0.0	9.5	15.5	17.3	-1.8
2/1/2019	Research bystander training options, 2017 annual report	3.5						
2/4/2019	Meet with Evan				1			
2/6/2019	Bystander training research	1.0						
2/7/2019	Meeting with Don Brown				1			
2/12/2019	Bystander training research, draft comparison report	1.0						
2/12/2019	Monthly meeting		2.0					
2/17/2019	Work on monthly minutes				1.5			
2/18/2019	Meet with Judith Davis				1.0			
2/21/2019	Call with Mikaela Xochitle from Hollaback (bystander training)	0.5						
	Independent time working on CRC responsibilities				1.5			
February To	February Total		2.0	0.0	6.0	29.5	34.6	-5.1
3/1/2019	Community Conversations Planning meeting	6.0						4.1
3/2/2019	Meet with Glenn				0.25			
3/5/2019	Daft retreat proposal				1.5			
3/7/2019	Bystander training research, draft comparison report	2.0						
3/7/2019	Work on 2017 annual report				2.5			
3/12/2019	Daft retreat proposal				1.5			
3/12/2019	Bystander training research, draft comparison report	0.5						
3/12/2019	Monthly meeting	5.0	3.0					
3/15/2019	Meeting with Evan and Don to discuss retreat proposal		0.0		1.0			
3/15/2019	Edit 2017 annual report per suggestions during CRC meeting				0.5			
3, 10/2010	Independent time working on CRC responsibilities				1.0			
March Total	•	3.5	3.0	0.0	8.3	44.3	51.9	-7.7