



Agenda
Minnetonka Diversity, Equity & Inclusion Task Force Meeting
Tuesday, May 11, 2021
6:30 p.m.
Minnetonka Community Center

1. Welcome – Mayor Brad Wiersum
2. Introduction of task force members
3. Task force review
4. Establish task force ground rules
5. Task force members' interests
5. Adjournment

Diversity, Equity & Inclusion Task Force
Items #1 & #2
Meeting of May 11, 2021

Brief Description: Welcome and introduction of task force members

Minnetonka Mayor Brad Wiersum convene the meeting and welcome the new Diversity, Equity & Inclusion Task Force members. This will follow with each member of the task force and city liaisons introducing themselves by answering the following questions:

- What is your name?
- What is your connection to the Minnetonka community?
- What previous involvement, if any, do you have in diversity, equity and inclusion efforts?

Welcome to our task force members:

Mayor Brad Wiersum
City Councilmember Kissy Coakley
Mary Pat Blake
Rickey Brown
Dr. Tyrone Carter
Dario Chavez
Kaia Hirt
Dr. Nerita Hughes
Elena Imaretska
Bishop David Johnson
Sandy Johnson
Rabbi David Locketz
Mary Pat Noonan
Todd Schoolman
Karyn Sciortino-Johnson
Trina Thayer
Lujyn Yusuf
Mona Yusuf

City staff liaisons include:

City Manager Geralyn Barone
Assistant to the City Manager McKaia Ryberg
Police Chief Scott Boerboom
Police Sergeant/Captain Rachel Meehan
Police Community Liaison Officer Scott Marks
Diversity, Equity & Inclusion Coordinator (hiring in process)

Diversity, Equity & Inclusion Task Force
Item #3
Meeting of May 11, 2021

Brief Description: Task force review

DEI Task Force Mission and Scope

The Minnetonka City Council recently updated the city's strategic profile with revised vision and mission statements.

VISION

Minnetonka is an inclusive community committed to excellence where all residents, workers and visitors are welcome in a beautiful, sustainable place, supported by quality, dependable city services.

MISSION

Provide quality public services, while striving to preserve and enhance the distinctive character to make Minnetonka a special place for everyone.

A new strategic priority established by the city council is as follows:

Community Inclusiveness

Create a community that is engaged, tolerant and compassionate about everyone. Embrace and respect diversity, and create a community that uses different perspectives and experiences to build an inclusive and equitable city for all.

One of the key objectives related to community inclusiveness as set by the city council is to actively engage the community by working collaboratively to broaden policy outcomes and respond to the community's needs, views and expectations.

To that end, the city council authorized a community based Diversity, Equity & Inclusion Task Force that will be advisory to the city council. Key objectives of the group are to:

- Share and explore existing DE&I efforts and activities already occurring in Minnetonka
- Gain an understanding of community views and expectations on DE&I using community survey results and the tools available through the community engagement platform
- Review best practices in other communities
- Identify potential community partners for DE&I activities to leverage resources (e.g., nonprofits, faith community, schools, businesses)
- Define DE&I vision and mission
- Identify short and long term goals
- Report recommendations to the city council

Work Plan, Meeting Schedule and Logistics

The DE&I Task Force is scheduled to meet once per month at 6:30 p.m. on the dates listed below. See the attachment for an outline of the group's work plan.

Tuesday, May 11, 2021
Tuesday, June 15, 2021
Tuesday, July 27, 2021
Tuesday, Aug. 24, 2021
Tuesday, Sept. 28, 2021
Monday, Oct. 11, 2021 (joint meeting with the city council)
Tuesday, Nov. 23, 2021
Additional meetings to be scheduled if needed

The task force is requested to approve this schedule so that public meeting notice requirements can be met.

Meeting details are as follows:

- All meetings will be in person.
- Meeting location is the Minnetonka Community Center, 14600 Minnetonka Boulevard, with the exception of the June meeting (due to unavailability of regular meeting room).
- On June 15, the task force will meet at Grace Apostolic Church, 4215 Fairview Ave. in Minnetonka.
- Covid-19 safety protocols will be observed.
- Task force meetings are open to the public and will be audio recorded.
- Meeting length is anticipated to be 2 to 2.5 hours.
- Agenda packets will be electronically distributed to task force members the week prior to each meeting.
- The city's website will include a page dedicated to the task force, where task force membership and meeting packets, including minutes, will be posted.

Who we are



VISION STATEMENT

Minnetonka is an inclusive community committed to excellence where all residents, workers and visitors are welcome in a beautiful, sustainable place, supported by quality, dependable city services.

MISSION STATEMENT

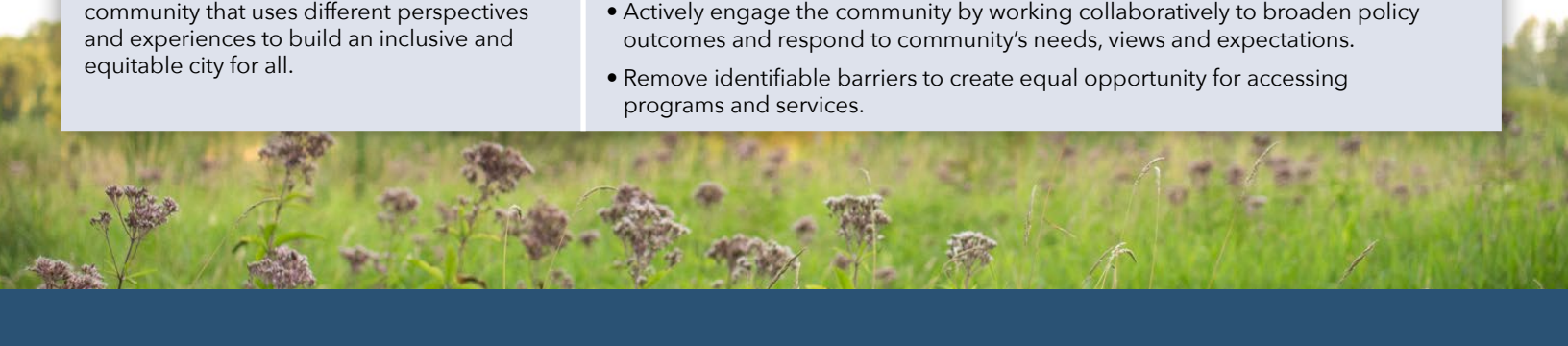
Provide **quality public services**, while striving to preserve and enhance the distinctive character to make Minnetonka a **special place for everyone**.



OUR GUIDING PRINCIPLES

- We earnestly commit to a **beautiful, sustainable and healthy environment** as a vital part of a stable, prosperous and thriving community.
- We responsibly deliver **excellent public services** and **provide affordable opportunities** to ensure access to all we serve.
- We ethically uphold **community trust** through proactive, inclusive public engagement, transparent communications, and the careful stewardship of our financial, natural, and capital assets.
- We nimbly **lead our city into the future** by anticipating community needs, pursuing service innovation and adoption of new technologies, and forging collaborative partnerships with all sectors of society.

STRATEGIC PRIORITIES	KEY STRATEGIES
<p>Financial Strength and Operational Excellence</p> <p>Maintain a long-term positive financial position by balancing revenues and expenditures for operations, debt management and capital investments. Provide innovative, responsive, quality city services at a level that reflects community values and is supported by available resources.</p>	<ul style="list-style-type: none"> • Maintain the city's AAA bond rating. • Develop an annual budget that meets community needs and is in alignment with the strategic plan and financial policies. • Provide excellent, meaningful programs and amenities to serve and enhance our community.
<p>Safe and Healthy Community</p> <p>Develop programs, policies and procedures that enhance the community's well-being and partner with the community to provide engagement opportunities and build trust. Sustain focus on prevention programs, education, hazard mitigation and rapid emergency response.</p>	<ul style="list-style-type: none"> • Identify and adapt to public safety service models that support evolving changes in service delivery expectations. • Identify safety strategies and practices that promote positive quality of life for all. • Collaboratively review current integrated police and fire policy and training protocols and implement appropriate changes. • Provide a full range of recreational programs, services and amenities.
<p>Sustainability and Natural Environment</p> <p>Support long-term and short-term initiatives that lead to the protection and enhancement of our unique and natural environment while mitigating climate change impacts.</p>	<ul style="list-style-type: none"> • Carefully balance growth and development with preservation efforts that protect the highly valued water and woodland resources of our community. • Develop and implement long-term plans to mitigate threats to water quality, ecosystems, urban forests and the unique natural character of Minnetonka. • Take an active role in promoting energy and water conservation, sustainable operations and infrastructure, recycling and environmental stewardship.
<p>Livable and Well-Planned Development</p> <p>Balance community-wide interests and respect Minnetonka's unique neighborhoods while continuing community reinvestment.</p>	<ul style="list-style-type: none"> • Implement programs and policies to diversify housing and increase affordable housing options. • Support business retention and expansion and attract new businesses. • Manage and promote the Opus area as a unique mix of uses and increased development reinvestment.
<p>Infrastructure and Asset Management</p> <p>Provide safe, efficient, sustainable, cost-effective and well-maintained infrastructure and transportation systems. Build, maintain and manage capital assets to preserve long-term investment and ensure reliable services.</p>	<ul style="list-style-type: none"> • Provide and preserve a quality local street and trail system. • Ensure connectivity through increased access to local and regional means of transportation (new mobility options). • Develop an annual capital improvement plan that supports the sustainable maintenance and replacement of assets. • Expand and maintain a trail system to improve safe connectivity and walkability throughout the community.
<p>Community Inclusiveness</p> <p>Create a community that is engaged, tolerant and compassionate about everyone. Embrace and respect diversity, and create a community that uses different perspectives and experiences to build an inclusive and equitable city for all.</p>	<ul style="list-style-type: none"> • Develop and implement inclusive recruiting, application, hiring and retention practices to attract excellent, qualified and diverse candidates from all backgrounds. • Foster an inclusive boards and commissions recruitment and appointment process to increase diversity. • Actively engage the community by working collaboratively to broaden policy outcomes and respond to community's needs, views and expectations. • Remove identifiable barriers to create equal opportunity for accessing programs and services.



City of Minnetonka
Diversity, Equity & Inclusion Task Force
Work Plan

Meeting 1 – Tuesday, May 11, 2021 at 6:30 p.m. at Minnetonka Community Center

- Welcome by Mayor Wiersum
- Review of task force's mission and scope
 - Established by and advisory to Minnetonka City Council
 - Connection to city's strategic profile
 - Review task force's purview and work plan
- Meeting logistics
 - Schedule/time commitment
 - Public meetings
 - Post agendas and minutes on website
 - Open to the public
 - Audio recorded
- Committee membership
 - Introductions/ice breaker
 - Connection to Minnetonka community
 - Previous DE&I involvement
 - Why here?
 - What hope to achieve?
- Establish task force ground rules
 - Meeting decorum
 - Decision making process – by motion or consensus
- Any amendments to work plan?

Meeting 2 – Tuesday, June 15, 2021 at 6:30 p.m. at Grace Apostolic Church

- City overview
 - Form of government and relationship to other levels of government
 - Organizational structure/services provided
 - Community characteristics (including demographics, housing types, schools, businesses/workforce, etc.)
- City of Minnetonka DE&I efforts
 - Organization
 - Police department – training requirements, hiring, mutual aid, use of force, mental health calls, officer wellness
 - League of Minnesota Cities guidance

- GARE narrative statement and city participation
 - Internal diversity committee and subcommittee work
 - City's website
 - New city DE&I coordinator position
- Community
 - Faith leaders group
 - Other law enforcement community connections
 - Just Deeds program
 - HREI
 - Other
- Community DE&I efforts
 - Nonprofit organizations
 - Religious institutions
 - Schools – public and private
 - Businesses – Chamber, Greater MSP, etc.
 - Other
- Community feedback
 - Review community survey results
 - Identify other avenues for community feedback (information collection/activities to occur in June and July)
 - City events (Farmers Market, Summer Festival)
 - Minnetonka Matters e-platform
 - Minnetonka Collective data
 - Community conversations/circles
 - Other?
 - Identify content of feedback desired

Meetings 3, 4 and 5 – Tuesdays - July 27, Aug. 24 and Sept. 28 at 6:30 p.m. (FACILITATED) at Minnetonka Community Center

- Review GARE narrative
- Review city's strategic priority on inclusion
- Review community feedback identified in meeting 2
- Review best practices in other communities
- Develop city DE&I vision and mission
- Based on city's strategic profile, identify:
 - Short-term goals
 - Long-term goals
- Identify future budgetary impacts for achieving goals
- Identify community partners for achieving goals

Meeting 6 – Monday, Oct. 11 at 6:30 p.m. at Minnetonka Community Center

- Joint meeting with task force and city council to present recommendations

Meeting 7 – Tuesday, Nov. 23 at 6:30 p.m. at Minnetonka Community Center

- Final meeting to discuss council feedback and make any adjustments to mission, vision and goals

Diversity, Equity & Inclusion Task Force
Item #4
Meeting of May 11, 2021

Brief Description: Establish task force ground rules

At the May 11 meeting, the Diversity, Equity and Inclusion Task Force members will be asked to develop ground rules for its meetings. This would include meeting decorum and protocols, a decision making process (e.g., decisions made by majority vote, use of a consensus model, or another method), and other ground rules determined by the group to ensure effective and productive meetings.

City staff has invited task force member Elena Imaretska to facilitate the task force's discussion on this item. Elena has extensive group facilitation experience and has generously agreed to assist the group in this effort.

Diversity, Equity & Inclusion Task Force
Item #5
Meeting of May 11, 2021

Brief Description: Task force members' interests

In an effort to learn more about and understand each of the Diversity, Equity and Inclusion Task Force members, each will be asked to respond to the following questions:

- Why are you here as a member of the task force?
- What do you hope to achieve by participating on the task force – both personally and for the community?