

MINUTES
SAFE COMMUNITY ADVISORY COMMITTEE
Wednesday, June 8, 2011
Asbury Plaza Hy-Vee, Community Room – 2395 NW Arterial

Meeting was called to order by Chair Doug Stillings @ 6:08p.m.

Committee members present: Doug Stillings, Anthony Allen, Mary Rae Bragg, Dinae Callahan, Ann Ernst, Susan Stork, Amanda Elkins

Staff present: Michael Van Milligen, Terry Tobin, Jerelyn O'Connor, Kelly Larson, Phyllis Russell

Committee members absent: Rachel Daack, Jonathan Cheatham

Approval of minutes of May 11, 2011. Prior to approval Stillings asked Russell to explain the procedure by which the committee's minutes would be submitted to City Council in the future. Russell explained that according to the ordinance that established the Safe Community Advisory Committee (SCAC) meeting minutes have to be submitted to the City Council within 10 days of the meeting. Therefore the minutes that are submitted to the Council will be marked as DRAFT. Since the SCAC is subject to the Iowa open meetings law and discussion on the contents of the minutes has to be conducted during a meeting and not offline between members. Motion by Stork, second by Allen to approve minutes as submitted. All approved.

Action Items

• **Progress Reports from City Departments**

- Terry Tobin, Acting Police Chief – Since 12/2009 the department is averaging 42-46 letters per week to the landlords regarding calls for service. The curfew ordinance changed to a Parental Responsibility ordinance, and one parent has received a letter and the case has not proceeded beyond the initial notification. The Noise ordinance enforcement has really picked up with the warmer weather. Hearing from cycle shops that requests for work on the exhausts has picked up. Neighborhood Watch is still in the beginning stages. Residents seem interested but no one will step up to become captain of the program. Kick-off to summer will begin in three weeks with heavy focus on the eastside of the city. Players Bar continues to receive numerous calls for service (noise, fights, disorderly conduct, etc.) There has been an uptick in the last month with business burglary. A group has been identified as possibly being responsible for the break-ins and the investigation is continuing. Ernst requested an explanation on how domestic violence calls are handled. Bragg asked if police tracked how many of the calls are repeats. Tobin answered both inquiries and further discussion followed.
- Kelly Larson, Director of Human Rights Department – Submitted report Attached. Larson noted that the biggest change to the department is enforcement arm is now being handled by the City Attorney's Office. Human Rights still do the intake of complaints. They continue to focus on work on intercultural competency (ICC) and what happens when people from different cultures interact. They now have one business and three non-profits signed on to begin the ICC training in the fall. The Speaker's Bureau, which consists of members of the community from different cultures and backgrounds, go around in the community speaking to different groups. Larson solicited help from the SCAC in encouraging their involvement in the various activities centered on culture interaction.

Callahan motion. Elkins second to receive both staff reports. All approved.

There were no items from the public

Van Milligan reported on the Realtor luncheon that was held earlier in the day at the Colts recreation center. The luncheon focused on exposing the realtors of the city to all the improvements being done in the Washington Neighborhood. A trolley tour of the neighborhood followed. O'Connor reported that the event was well received.

Items from the Committee. Ernst wanted to discuss the original plan in regards to the frequency of meetings. The ordinance states that they are to meet at least once quarterly and have been meeting monthly so far. She suggests that they go back to the quarterly schedule since they are not a pro-active group but a monitoring group. Van Milligen reminded them that on July 1st the mandatory tenant screening ordinance goes into effect. Allen and Callahan prefer monthly meetings. It was mutually agreed upon that the monthly schedule would continue and July 13th would be the next scheduled one. Russell will notify the committee of the location as soon as one is reserved. Allen noted that the group needs to invite all the neighborhood associations.

Meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Phyllis E. Russell
ICMA Management Fellow

These minutes were passed and approved on _____



June 8, 2011

TO: Safe Community Advisory Committee

FROM: Kelly Larson, Human Rights Director

SUBJECT: Update on Implementation of Recommendations Related to Human Relations

The purpose of this memorandum is to provide an implementation update on Safe Community Task Force recommendations specifically related to human relations and intercultural competence, and to request your assistance.

1) The Task Force recommended a major citywide human relations effort with these objectives as a Task Force priority:

- **Increase tolerance and mutual understanding amongst diverse segments of the population, including educational initiatives that foster community solidarity and global citizenship.**
 - Our efforts to increase mutual understanding are based in intercultural competence. This particular approach focuses on what happens when two cultures interact, helps us build skills that allow us to better predict misunderstanding and miscommunication, and teaches us how to mutually adapt to one another so that people can reach their human potential and contribute to the community as a whole – with these skills, we can value diversity *and* create unity, which is necessary for an increasingly diverse community to grow and thrive. Since July 1, we have conducted 21 introductory training sessions for various organizations in Dubuque including businesses, non-profit organizations, and colleges.
 - Like any skill, developing the ability to work effectively across cultural differences is learned over time and with experience. Consequently, we are encouraging organizations to make a longer term commitment to developing competence, creating steering teams within their own organizations to continue skill development

efforts. Currently, we are very close to finalizing agreements to work with one private business and three non-profit organizations over the coming year to develop their own internal steering committees.

- **Implement appropriate measures to safeguard rights and opportunities of all.**

- We have taken measures to safeguard rights by enlisting the aid of the City Attorney's office with case investigations. This permits us to take on additional work in the area of prevention without sacrificing the need to insure that legal protections continue to be enforced. Human Rights staff continues to handle phone calls and visits from the public and provide counseling and training regarding the law so that people are aware of their legal rights and responsibilities. We've handled approximately 500 inquiries this year, conducted a public hearing, drafted 3 findings of probable cause, drafted 11 findings of no probable cause, drafted 7 administrative closures, and conducted several mediations. We also conducted 5 trainings related to fair housing and 2 general legal overviews.
- Another part of our work to safeguard rights and opportunities relates to creating environments where people feel welcome and included. We are encouraging affinity groups that provide social support and networking/mentoring for gay and lesbian youth and for African-American middle school students. We also are in the process of developing a group with Latino residents.
- A final part of our work to safeguard rights and opportunities relates to addressing systemic barriers. Our partnerships with Project H.O.P.E., the Bridges Initiative, and other programs designed to remove barriers to self-sufficiency are examples.

2) The Task Force recommended that intercultural competence training be offered periodically to businesses and the community at large, including City staff and City Board and Commission members.

- City staff have participated in three mandatory 3.5 hour training sessions (a total of 10.5 hours) around intercultural competence and intercultural conflict styles since we first began our intercultural work in 2006. We also offer "mini-tips," which are hour long optional training sessions, throughout the year. This year, we offered optional sessions on race, disabilities, and generations in the workplace. Since July, we have offered two foundational sessions for City staff who have joined the organization in the past year. In October and again in April, we offered five hours of training

for Board and Commission members and we will offer sessions again in September. We have opened those sessions to the general public as well. Since July 1, we have conducted 21 training sessions for various additional organizations in Dubuque including businesses, non-profit organizations, and colleges.

- Within the City organization, we also offer ongoing intercultural tips in our newsletter and at management team meetings, and the members of our intercultural steering, training, tips and media teams do additional skill development. We are currently working on a five year report that will highlight work we have done to implement the 2006 recommendations of One Ummah Consulting around creating an inclusive work environment for City staff and supporting an inclusive community.

3) Raising awareness amongst the general public and developing individual ambassadors through intercultural competence training who can then talk with others about what they have learned.

- Most of our work with the general public occurs when we are invited into a business, organization, or classroom to do intercultural competence training. When we do these trainings, we also look for opportunities to work to build steering teams who continue to develop intercultural skills and who then, in effect, become the ambassadors for taking an intercultural approach to conflicts and issues that arise around cultural differences. Anyone who attends a training may choose to take on the role of becoming an ambassador informally. Formally, we would like to see people come together within or across organizations to form their own groups that are committed to continuing to develop intercultural skills.

4) Encouraging community wide support of the intercultural competence initiative by engaging colleges, churches, and businesses.

- As we have begun shifting our focus to include additional prevention efforts, we have been reaching out to the groups identified. We have offered 21 training sessions to various organizations as mentioned above. Another piece of building intercultural skills involves providing the opportunity for dialogue and interaction across cultural differences. We do this through our volunteer speakers' bureau, and we have had over forty engagements in the past year encouraging dialogue around issues related to sexual orientation, race, disabilities, and national origin.

5) A human relations initiative that could include programs in the arts, cultural programs, and other strategies that promote respect and understanding amongst residents.

- The Human Rights Department staff works with two other community organizations – faces & voices and the Multicultural Family Center - on arts and cultural programs designed to raise awareness of the cultures in our community. Since last fall, the Multicultural Family Center has sponsored a Martin Luther King, Jr., Day of Service, Dr. Carver's Workshop, Dia de la Raza, Native American Heritage Dancers and Storytellers, Multicultural Holiday Celebration, a public reading of "Crowns" for Black History Month, Taste of the World, Cesar Chavez Day, Cinco de Mayo, the Marshallese Constitutional Day Celebration, and monthly visits by the African American Museum of Iowa from September through February. In addition, Juneteenth is scheduled for June 19. Faces & voices sponsored the Dr. King Tribute Days in January and also supported the Marshallese Constitutional Celebration.
- Currently, we are struggling to find sufficient numbers of community volunteers who can assist with fundraising, planning, and implementing these programs. We also are aware that there are other organizations in the community, particularly in the education field, who offer cultural events throughout the year that are open to the general public. On June 9, we will be having a joint meeting amongst various partners to discuss improved collaboration and how we might better maximize our resources, support each others' events, and avoid duplication. Following this meeting, we hope to begin soliciting additional volunteers.
- These cultural awareness programs are important to raising awareness of the various cultures residing in Dubuque and sending a message of inclusion. The goal of promoting respect and understanding, however, requires intentional effort and interaction *across* cultural differences, which we is why we also do the intercultural work discussed above.

6) Encouraging the Dubuque Community School District to develop a meaningful intercultural competence program for students at all levels.

- Human Rights Department staff have had initial conversations with the DCSD staff, though we have not yet determined the modifications that would be needed in our program in order to make it appropriate for a K-12 education setting.

7) Engaging community volunteers of various races and income levels in a monthly "Days of Caring" initiative by encouraging businesses to allow volunteers to participate on work time.

- There is an annual community-wide Days of Caring that involves numerous volunteers and non-profit organizations throughout Dubuque. This April, City staff and local residents formed a team of nearly fifty volunteers who performed work for the Washington Neighborhood

Development Corporation. Nearly every employee from the Human Rights and Housing Departments, along with various staff from other departments, served on the team, as did a number of community members. The volunteers assisted homeowners in the Washington Neighborhood and small business owners along Central Avenue in doing painting and other cosmetic work. Many of the homeowners who received assistance were identified through the Housing Department exterior home inspection program.

Finally, we would like to request your assistance. We understand that we play a leadership role in our office related to these efforts – we can provide opportunities to learn and interact across cultures, mediate disputes, and handle legal matters. However, the ultimate success of our efforts will depend on the extent to which each of us, as individual community members, commits to our own development. There are many ways you can contribute. You can volunteer to assist with fundraising and planning cultural events with faces & voices and the Multicultural Family Center. You can invite us into your organization to do some training. You can encourage your employer, church group, community organization, or group of friends to sit down with us and explore ways you might create your own group committed to learning more about intercultural competence. You can be part of our Speakers' Bureau and share your stories of what you have learned about interacting effectively across cultural differences. You can also call us with feedback so that we continue to learn and improve.