



CITY OF  
**GRAND RAPIDS**  
IT'S IN MINNESOTA'S NATURE

## **CITY COUNCIL WORKSESSION AGENDA**

**Monday, March 11, 2024**

**4:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Worksession meeting of the Grand Rapids City Council will be held on Monday, March 11, 2024 at 4:00 PM in the City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**ROLL CALL:**

**BUSINESS:**

1. Human Rights Commission - 2024 Work Plan

**DEPARTMENT HEAD REPORT:**

2. Fire Department - Fire Chief Travis Cole

**REVIEW OF REGULAR AGENDA:**

**ADJOURN:**

Attest: Kimberly Gibeau, City Clerk



## Grand Rapids Human Rights Commission Calendar Year 2024 Work Plan

Prepared in accordance with Commission By-laws, Article 10

2024 QUARTER	GOAL OR ACTIVITY (refer to goal or activity description page for more detail)	ORDINANCE	ACTION TAKEN	EST. COST (See Notes)	ACTUAL
<b>Q1 Jan – March</b>  <i>Possible events/ recognitions: International Women’s Day – Black History Month -</i>	<b>Marketing &amp; Awareness</b> - Press Release - Banner purchase			\$600	
	<b>Creation of New Commissioner Onboarding Process</b> -Programming & Presentations workgroup to define and develop specific training materials or personnel for new and existing Commissioners -Reports at commission meetings to improve knowledge about commission duties, human rights issues, and human rights concerns			\$100	
	<b>Training and Collaboration</b> Provide at least one (1) of each following area to support growth, development, and collaboration: - Onboarding topic - Presentation + Q&A - Current event or “hot topic” item for presentation and discussion - Protected class topic or event - Connect with other commission / department within City			-	
	<b>Collaboration Opportunities for 2024—2025</b>			-	

	<p>Intentional discussion around areas for connecting and collaborating with other organizations, entities, businesses, Commissions, and Departments.</p> <p>Initial suggestions include:</p> <ul style="list-style-type: none"> <li>- International Women’s Day (March)</li> <li>- Mental Health / NAMI</li> <li>- Homelessness</li> </ul>				
	<b>Development of Juneteenth &amp; Pride Event Task Forces</b>				
	<b>Quarter Total</b>			\$700	
<b>Q2 April – June</b>	<p><b>Training and Collaboration</b></p> <p>Provide at least one (1) of each following area to support growth, development, and collaboration:</p> <ul style="list-style-type: none"> <li>- Onboarding topic</li> <li>- Presentation + Q&amp;A</li> <li>- Current event or “hot topic” item for presentation and discussion</li> <li>- Protected class topic or event</li> <li>- Connect with other commission / department within City</li> </ul>	City code Division 6 Commission Bylaws		\$100	
<i>Possible events/ recognitions: Stomp the Stigma – Mental Health Awareness Month – Asian Pacific Islander Heritage Month – LGBTQ+ Pride Month</i>	<p><b>Development of Indigenous People’s Day Event Task Force</b></p> <p>Reminder work group should meet with prior to school summer break and begin conversation on support needed</p>			-	
	<p><b>Support Juneteenth Day Event</b></p> <ul style="list-style-type: none"> <li>-Recognize <i>Freedom Day</i>, including human rights, civil rights, and freedom of discrimination in our community by assisting in public awareness and celebration events</li> <li>-Banner request to city!</li> </ul>	Sec. 2-303(3)		\$2,000	
	<p><b>Support Pride Day Event/s Awareness</b></p> <ul style="list-style-type: none"> <li>- Look for opportunities to be involved in and/or support community events, outreach, or publication</li> </ul>			\$1,000	
	<b>Quarter Total</b>			\$3,100	

<b>Q3 July – Sept</b>  <i>Possible events/recognitions:</i> ADA / Disability Pride month – Hispanic Heritage Month	<b>Training and Collaboration</b> Provide at least one (1) of each following area to support growth, development, and collaboration: <ul style="list-style-type: none"> <li>- Onboarding topic</li> <li>- Presentation + Q&amp;A</li> <li>- Current event or “hot topic” item for presentation and discussion</li> <li>- Protected class topic or event</li> <li>- Connect with other commission / department within City</li> </ul>	City code Division 6 Commission Bylaws, including Article Ten		\$100	
	<b>Collaboration Opportunities with City / Community</b> <ul style="list-style-type: none"> <li>- Community Connect</li> <li>- Fair booth</li> <li>- Tall Timber Days</li> <li>- Neighborhood Block Party</li> </ul>				
	<b>Marketing &amp; Awareness</b> - Press Release				
	<b>2024 Work Plan Review – DUE JULY</b>				
<b>Quarter Total</b>				\$100	
<b>Q4 Oct – Dec</b>  <i>Possible events/recognitions:</i> (Nov) Native American Heritage Month – International Day of Persons with Disabilities – Human Rights Day	<b>Training and Collaboration</b> Provide at least one (1) of each following area to support growth, development, and collaboration: <ul style="list-style-type: none"> <li>- Onboarding topic</li> <li>- Presentation + Q&amp;A</li> <li>- Current event or “hot topic” item for presentation and discussion</li> <li>- Protected class topic or event</li> <li>- Connect with other commission / department within City</li> </ul>	City code Division 6 Commission Bylaws, including Article Ten		\$100	0
	<b>Indigenous People’s Day</b> Cosponsor activities or publications to further human rights purposes with regard to indigenous people in the city -Don’t forget banner request to City!	Sec. 2-303(1, 3) Article(10)(3, 5)		\$3,000	
	<b>2025 Planning &amp; Budgeting</b> - Include presentation to city council				
	<b>Human Rights Awareness Events - Human Rights Day (Dec 10)</b>	Sec. 2-301		\$500	

	<b>75<sup>th</sup> Anniversary</b> -Community Conversations -Possible tie to school collaboration -Possible speakers and presentations - Possible Event	Sec. 2-303(5)			
	<b>Quarter Total</b>			\$3,600	
	<b>2024 Commission Budget</b>	\$7,500			
	<b>Budgeted Expenditures</b>			\$7,500	
	<b>TOTAL ACTUAL EXPENDITURES</b>				

Notes:

- A. The time needed to organize and arrange the components for many activities will result in most listings involving more than one calendar quarter
- B. The estimated Cost column lists budgeted net cash costs to the City. It does not include contributions made to an activity by a collaborating partner nor an assumed value for donated time or resources by Human Rights commissioners, city administrative staff, or others.

### Summary Description of Goals and Activities

**Improve Human Rights Awareness**

City of Grand Rapids Rules, Division 6 Section 2-301 states that the Commission will take positive measures to disseminate the nondiscriminatory policies of the city with respect to all unfair discriminatory practices by conducting public information meetings. During 2022, the Commission will appoint a work group to develop a plan and conduct one or more activities to improve human rights awareness in the city. Consideration of ways to promote human rights awareness may include improvements to the Human Rights Commission page on the city’s website, updating or developing and distributing new brochures, literature, or pamphlets that create awareness and promote better understanding of human rights with city staff and the broader community, sponsoring speakers or informational and educational events or contests, and promoting Human Rights Day on December 10, 2022. The Commission will also identify other areas in which there is need for making citizens, businesses, organizations, city staff, and institutions aware of human rights concerns and requirements.

**New Commissioner On-boarding:**

Human Rights commissioner terms are for three years. Commissioner terms may be renewed with city council appointment, and normal turnover typically results in one to three new commissioners being appointed each year. To effectively fulfill their roles, commissioners should be knowledgeable about federal and state human rights laws, city ordinances regarding the human rights commission, and human rights commission bylaws. Newly appointed commissioners should also be aware of past actions and activities of the Grand Rapids Human Rights Commission as well as city council positions and needs related to human rights. The Commission intends to develop a plan and program that would inform newly appointed commissioners, as well as continuing commissioners, of their responsibilities, duties, city policies and relevant administrative procedures, and other aspects. This on-boarding process is to be discussed with a plan and materials developed during 2021 for implementation with newly-appointment commissioners.

**Commissioner Training and Education**

Actions or decisions by the Grand Rapids Human Rights Commission to provide freedom from discrimination requires knowledge about the types of prohibited discrimination and ways in which these types of discrimination may occur in employment, housing, real property, public accommodations, public services, education, and unfounded charges (City of Grand Rapids Rules, Division 6 Sec 2-301). The Commission plans to identify and act to identify and support commissioner training opportunities and activities in calendar year 2022. This may include approaches such as outside speakers, presentation or event sponsorship, community meetings, interviews, identifying and sharing of pertinent new articles or reports, and/or in other ways. Commissioner training and education would be an ongoing objective and activity.

**Support Juneteenth Day Event**

The Commission intends to recognize *Freedom Day*, June 19<sup>th</sup>, which includes recognizing freedoms in our nation and community including human rights, civil rights, and freedom of discrimination and creating public awareness of these rights through assisting street-side setting of street banners recognizing these freedoms, posting of United States flags, and co-issuing news media information.

**Gather and Evaluate Demographic Data**

The Grand Rapids Human Rights Commission strives to identify human rights issues of greatest concern in the city, and to develop and implement activities to make improvements in the areas of greatest concern. Achieving this goal requires demographic data about the city population. To gather such data the Commission desires to identify data needs and data sources, analyze the data, and from the data analysis develop plans for Commission activities in the community or recommend city policies to address, mitigate or alleviate those human rights concerns or issues. The Commission intends to review 2020 census data to inform changes in priorities, activities, and recommendations in the city.

**Review human rights educational opportunities with schools**

Schools in Grand Rapids contain their own sets of human rights concerns and opportunities. The Commission intends to explore and begin discussions with the schools in Grand Rapids to look into such possibilities as improving student experiences and understanding of diverse cultures possibly through programs such as pen pal programs with students in other countries, sponsoring an education Summit focused on human rights, or conducting a Human Rights Day event with local school. When an appropriate event is identified, the Commission expects to support such event.

**Indigenous People’s Day**

The Commission was an important factor in establishment of Indigenous People’s Day in Grand Rapids and has continued as a key factor in conducting and sponsoring the annual event as part of creating cultural awareness in the local community. This role is planned to continue in 2022, including establishing a Human Rights Commission Indigenous People’s Day committee to collaborate with other community groups to plan, identify a theme, organize, and conduct an Indigenous People’s Day program and activities.

**Human Rights Awareness Events - Human Rights Day (December 10)**

To improve awareness of human rights in the city, the Commission plans to discuss and review ways to improve awareness of human rights in the city. Committee work is expected to include approaches such as conducting community conversations, identifying ways to tie human rights awareness with the local schools, arranging and sponsoring topical speakers, and/or other means of fostering human rights awareness preferably in collaboration with other groups or entities.

**Notes:**

During the year, adjustments may be made to reflect changes in costs, changes in priorities, changes in format or delivery methods, or identification of human rights concerns that were not identified in compiling the preceding list but which the Commission feels need to be addressed. Examples include:

- a. Possible adjustments could occur due to identifying new or incidental human rights concerns related to protected groups and areas from the [Minnesota Human Rights](#) and other state statutes and regulations:

<b>Protected Classes</b>	<b>Protected Area</b>
<b>RACE</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>COLOR</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>CREED</b>	Employment, housing, public accommodations, public services, education, and credit
<b>RELIGION</b>	Employment, housing, public accommodations, public services, education, and credit

<b>NATIONAL ORIGIN</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>SEX</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>MARITAL STATUS</b>	Employment, housing, public accommodations, education, and credit
<b>DISABILITY</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>PUBLIC ASSISTANCE</b>	Employment, housing, public services, education, credit
<b>AGE</b>	Employment and education
<b>SEXUAL ORIENTATION</b>	Employment, housing, public accommodations, public services, education, credit, and business
<b>FAMILIAL STATUS</b>	Employment, Housing
<b>LOCAL HUMAN RIGHTS COMMISSION ACTIVITY</b>	Employment

b. Adjustments could occur as a result of use of alternative education/training delivery methods such as print, seminars, webinars, speeches, and others



# GRAND RAPIDS FIRE DEPARTMENT

2023 DEPT. HEAD REPORT-BY FIRE CHIEF COLE

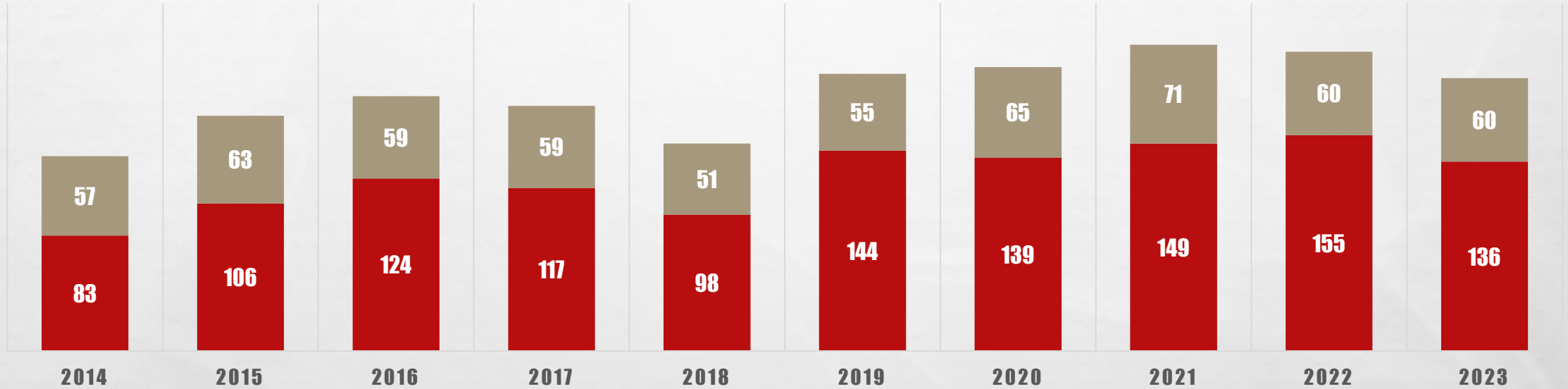




# 10 YEAR CALL VOLUME FROM

# CITY/MUTUAL AID COMPARED TO TOWNSHIP CALLS

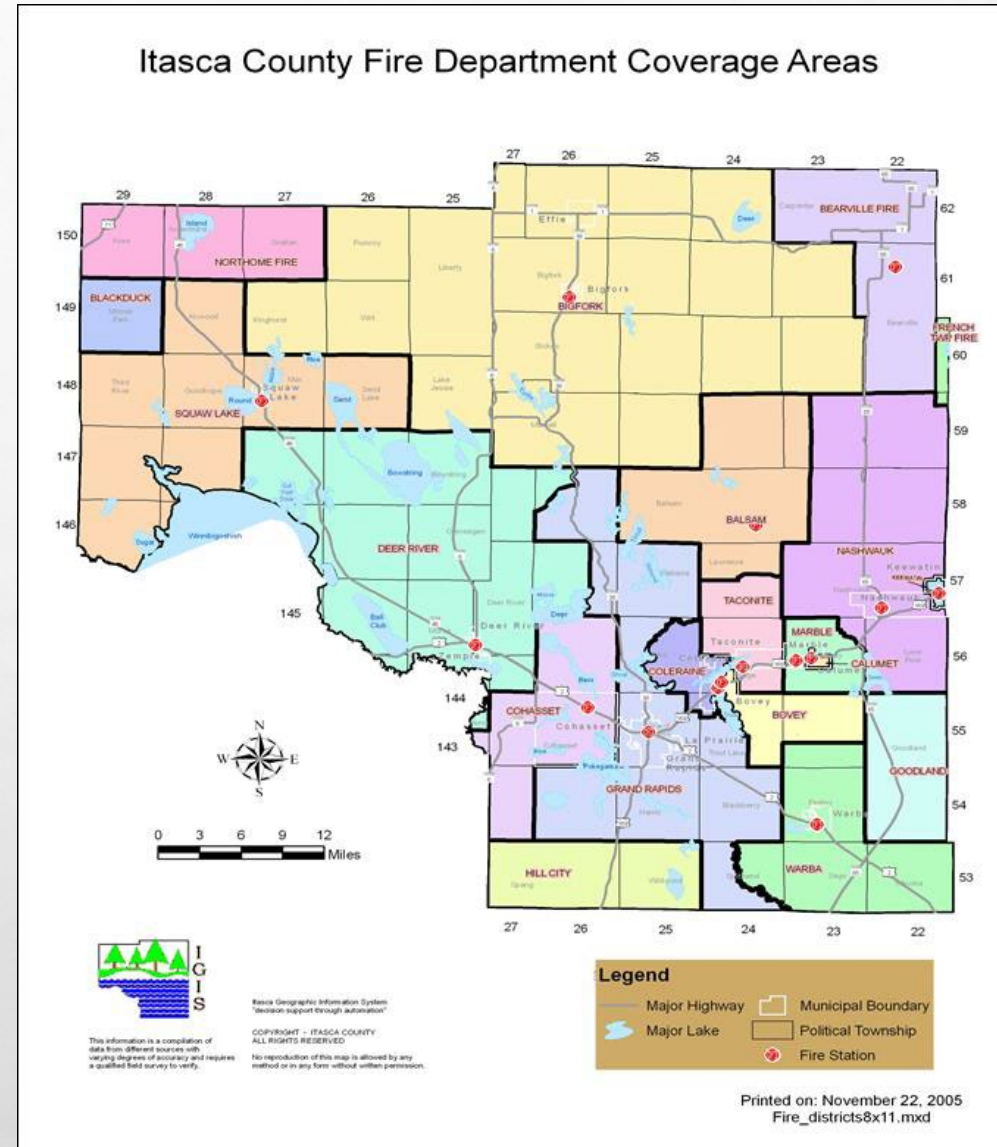
■ City/Mutual Aid ■ Township



***COMPARISON OF CITY TO TOWNSHIP CALLS FOR THE LAST 10 YEARS***

# CITIES AND TOWNSHIPS SERVED

- CITY OF GRAND RAPIDS-136 CALLS
- CITY OF LAPRAIRIE-3 CALLS
- BLACKBERRY TOWNSHIP-8 CALLS
- HARRIS TOWNSHIP- 25 CALLS
- WABANA TOWNSHIP- 3 CALLS
- TROUT LAKE TOWNSHIP- 1 CALL
- SPLITHAND TOWNSHIP- 4 CALLS
- ARBO TOWNSHIP- 4 CALLS
- UNORG. 54-26- 9 CALLS
- UNORG. 57-26- 2 CALLS
- UNORG. 58-26- 1 CALL



# RENTAL INSPECTIONS

- **CURRENTLY 356 REGISTERED STRUCTURES WITH APPROX. 2059 RENTAL UNITS.**
- **COMPLETED 132 RENTAL INSPECTIONS IN 2023**
- **PERFORMED 1135 REINSPECTION'S IN 2023**
- **PERFORMED 6 HOTEL INSPECTIONS 2023**
- **267 TOTAL INSPECTIONS IN 2023.**
- **IMPLEMENTED A NEW RENTAL PERMIT PROGRAM USING CITYWORKS TO IMPROVE REGISTRATION**



Item 2.



# TYPES OF CALLS

- **STRUCTURE FIRES**
- **CAR FIRES**
- **ALARM CALLS**
- **MOTOR VEHICLE ACCIDENTS**
- **CO CALLS**
- **GAS LEAKS**





Item 2.

# DRILLS...

- HOUSE BURNS
- ROPE RESCUE
- CONFINED SPACE
- EXTRICATION DRILLS
- PUMP TRAINING
- PHYSICAL AGILITY COURSES

OVER 110 HOURS PER YEAR OF DRILLS AND MEETINGS PER FF. 3 HOURS EVERY 2ND, 3RD, AND 4TH TUESDAY OF THE MONTH.



Item 2.

# HAZMAT TEAM

- HAZMAT TRAININGS THROUGHOUT YEAR
- 5 ATTENDED BALTIMORE HAZMAT CONFERENCE
- 6 ATTENDED COLD ZONE CONFERENCE MN
- COVERAGE IN 5 COUNTIES
- RESPONDED TO 2 OUT-OF-JURISDICTION CALLS



# HIRED 2 NEW FIREFIGHTERS

**Jack Hoover**  
**Zach Morse**





# SQUAD 118 AND BOBCAT

REPLACE OLD 118 WITH NEW TRUCK

DEPARTMENT OF DEFENSE FIRE PROGRAM FOR BOBCAT

# FF OF THE YEAR AND CHIEF MERITORIOUS AWARDS

- **NATE MORLAN VOTED BY FIRE MEMBERSHIP AS THE 2022 FIRE FIGHTER OF THE YEAR.**
- **WILL RICHTER VOTED BY CHIEF OFFICERS AS THE 2022 CHIEF MERITORIOUS AWARD WINNER.**



Item 2.



Item 2.

# COMMUNITY EVENTS

OPEN HOUSE  
SANTA ON THE FIRE TRUCK

# COMMUNITY INVOLVEMENT

- **HELP ASSIST IN DUMPING WATER AT CRYSTAL SPRINGS HOCKEY RINK**
- **CHILDRENS FIRST**
- **NATIONAL NIGHT OUT**
- **HIGH SCHOOL STATE TOURNAMENT ESCORTS**
- **RIVER FEST 2023**



Item 2.

# FIRE VS LAW HOCKEY GAME

- **COMMUNITY HOCKEY GAME BETWEEN ITASCA FIRE DEPARTMENTS VS ITASCA LAW ENFORCEMENT.**
- **FREE WILL DONATION WITH MONIES RAISED GOING TO SUPPORT SCHOLARSHIPS FOR STUDENTS GOING INTO FIRE OR LAW TRADES.**
- **GAME WILL BE MARCH 23RD AT YANMAR ARENA AT 7:00 P.M.**



Item 2.

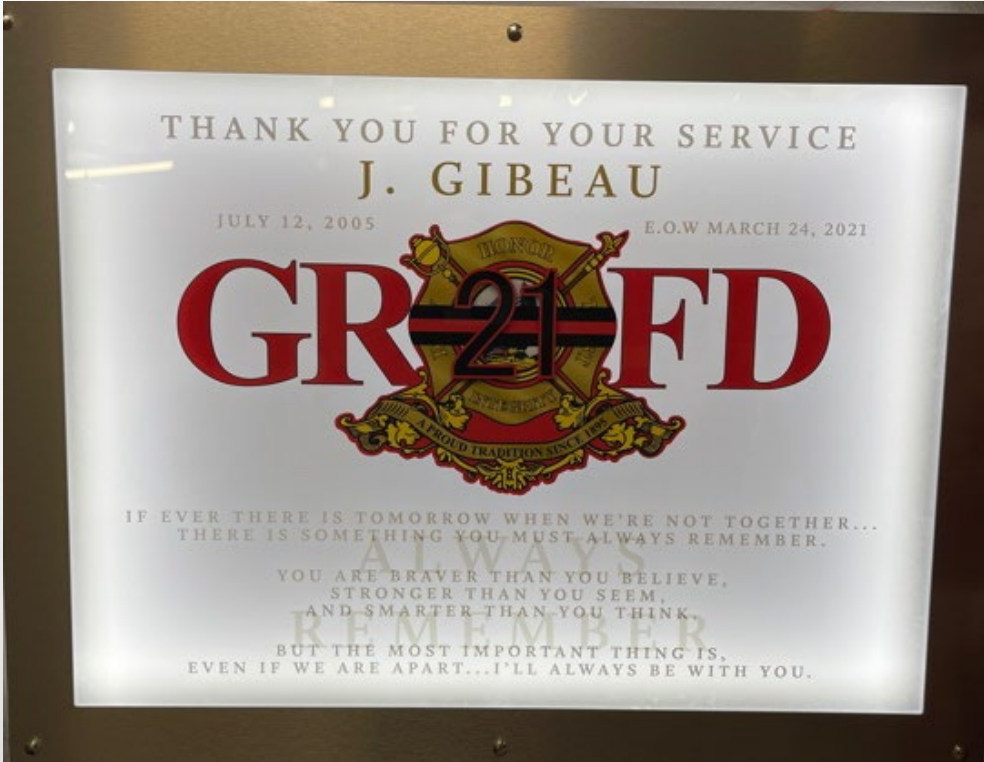
# STAND-BY COVERAGES

- **FISHING OPENER**
- **MEMORIAL DAY**
- **JULY 4<sup>TH</sup>**
- **LABOR DAY**
- **DEER OPENER**



# UPCOMING 2023..

- IMPLEMENTING NEW BOX ALARM PROTOCOL
- PARTICIPATE IN MORE COMMUNITY EVENTS
- PREPARING FOR A BUSY GRASS FIRE SEASON
- HAZMAT TECH CLASSES





# OFFICERS-C1 THROUGH C6

- **C1-TRAVIS COLE (CHIEF)**
- **C2-JOHN LINDER (1<sup>ST</sup> ASST)**
- **C3-SHAWN GRAEBER (2<sup>ND</sup> ASST)**
- **C4-BRUCE BAIRD (CAPTAIN)**
- **C5-JEFF INGLE (CAPTAIN)**
- **C6-ANDY HORTON (SAFETY)**



# THANK YOU TO MY STAFF...



Kortekaas, Adam	Firefighter	7/10/2001	22 years 8 months 1 days
Graeber, Shawn	2nd Asst Chief	1/15/2002	22 years 1 months 25 days
Linder, John	1nd Asst Chief	1/13/2004	20 years 1 months 12 days
Gibeau, James	Firefighter	7/12/2005	EOW-15 years 8 months 12 days
Horton, Andrew	Safety Officer	10/25/2005	18 years 4 months 15 days
Keech, Chad	Firefighter	5/1/2007	16 years 10 months 10 days
Cole, Travis	Chief	8/12/2008	15 years 6 months 28 days
Baird, Bruce	Captain	8/12/2008	15 years 6 months 28 days
*Ingle, Jeff	Captain	8/15/2009	14 years 6 months 25 days
Foss, Thomas	HazMat Asst.	11/15/2010	13 years 3 months 27 days
Gaalaas, Karl	Firefighter	5/15/2012	11 years 9 months 27 days
Troumbly, Chad	Firefighter	1/29/2013	11 years 1 months 13 days
Barsness, Jake	Firefighter, Maintenance	7/28/2014	9 years 7 months 14 days
Clifton, Tony	Firefighter	2/15/2015	9 years 0 months 27 days
Kuschel, Lance	Firefighter	3/3/2015	9 years 0 months 11 days
Thayer, Bill	Firefighter	11/10/2015	8 years 4 months 4 days
Richter, Will	Firefighter	6/9/2016	7 years 9 months 5 days
Smith, Heath	Firefighter	8/1/2016	7 years 7 months 13 days
Morlan, Nate	FireFighter	8/24/2016	7 years 6 months 18 days
Cook, Jeff	Firefighter	4/11/2017	6 years 11 months 3 days
Martinson, Sean	Firefighter	6/13/2017	6 years 9 months 1 days
Moran, Ashley	Firefighter	6/13/2017	6 years 9 months 1 days
Grigsby, Connor	Firefighter	8/29/2017	6 years 6 months 13 days
Gambill, Jeremy	Firefighter	4/9/2018	5 years 11 months 5 days
Martinetto, Paul	Firefighter	4/9/2018	5 years 11 months 5 days
Haucke, Cody	Firefighter	10/9/2018	5 years 5 months 5 days
Karkela, Sam	Firefighter	5/27/2019	4 years 9 months 15 days
Flaherty, Patrick	Firefighter	7/14/2020	3 years 8 months 0 days
Kubeczko, Kevin	Firefighter	7/14/2020	3 years 8 months 0 days
Arford, Matt	Firefighter	2/15/2022	2 years 0 months 27 days
Turnbull, Jaime	Firefighter	2/15/2022	2 years 0 months 27 days