



**CITY OF MADISON HEIGHTS**

**LIBRARY - BRECKENRIDGE ROOM, 240 W. 13 MILE RD.**

**HUMAN RELATIONS AND EQUITY COMMITTEE MEETING  
AGENDA**

**APRIL 07, 2022 AT 6:00 PM**

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**CALL TO ORDER**

**ROLL CALL**

**ADDITIONS/DELETIONS**

**APPROVAL OF MINUTES**

**Approval of Minutes from March 9, 2022.**

**MEETING OPEN TO THE PUBLIC**

**REPORTS**

**Advise & Educate**

**Communications**

**Fundraising**

**Volunteers & Collaborations**

**UNFINISHED BUSINESS**

**Juneteenth Event Business**

**NEW BUSINESS**

**Recognition Days/Months for HREC**

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

## **Minutes**

### **Human Relations and Equity Commission (HREC)**

**Madison Heights Public Library, Breckenridge Room – March 9, 2022**

#### **Call to Order**

Vice Chairperson Szymanski called the meeting to order at 6:02 p.m.

#### **Roll Call**

Present: Vice Chairperson Szymanski, Counselor Rohrbach, Commissioner Aaron, Commissioner Fox, Commissioner Guzyski, Commissioner Quackenbush, Commissioner Tutt, and Commissioner K. Wright.

Also Present: City Liaison, Heather Hames.

Excused Absent: Chairperson Moy and Counselor Q. Wright.

#### **Addition or Deletions from the Agenda**

None.

#### **Meeting Open to the Public**

Michael Howard, Madison Heights Citizens United

#### **Motion:**

Motion by Counselor Rohrbach seconded by Commissioner Tutt to excuse Chairperson Moy and Counselor Q. Wright.

Ayes: All

Nays: None

Motion passes.

#### **Minutes of February 9, 2022**

Motion by Commissioner Rohrbach, seconded Commissioner Guzyski to approve the minutes of February 9, 2022 as written.

Yeas: All

Nays: None

Motion passes.

#### **MCAA Grant Award Discussion:**

HREC received a grant for the Juneteenth celebration for \$1,758.00.

**Motion:**

Motion made by Counselor Rohrbach, seconded by Guzynski to use the MAAC grant money for the stage, with the remainder going towards Smoke Jones, based on the request from Madison Heights Citizens United.

Ayes: All

Nays: None

Motion passes.

**Motion:**

Motion made by Vice Chairperson Szymanski, seconded by Counselor Rohrbach to allocate funds in the HREC escrow account for educational performers for Juneteenth, not to exceed \$1,100.00, to be identified and booked by the HREC Juneteenth sub-committee and Madison Heights Citizens United.

Ayes: All

Nays: None

Motion passes.

**Motion:**

Motion made by Commissioner Fox, seconded by Commissioner Tutt to approve moving regular meetings to the first Thursday of each month.

Ayes: All

Nays: None

Motion passes.

**Old Business**

Chairperson Moy relinquished the floor to Commissioner Fox to finalize the Strategic Planning process.

**Strategic Planning**

**Reflection:**

Sentiments of comradery were shared by all in group as well as excitement to have specific goals Counselor Rohrbach is excited to have concrete plans. Commissioner K. Wright added being impressed with the group's variety of backgrounds, age groups coming together with a common goal, vision and common purpose. Commissioner Guzynski is surprised how much work went into the strategic plan ahead of time, but is looking forward to having a focus of working on trauma informed services with the police department. The group has the sense they are all on the same page. The planning process allows for working on specific goals in a methodical manner. Hames emphasized the strength of the strategic plan is that it provides a solid framework for meeting achievable goals in the coming year. The group was very grateful to Commissioner Fox and Lexie Lowe for all of their hard work in organizing the plan.

Slogan/Motto/Logo Images:

Commissioner Fox asked for input on images and phrases that come to mind now about the HREC:

Comments included:

Moving forward together

Locked in together

Image of hands clasped together

Image of linked paper chain

Additional comments:

Commissioner Aaron mentioned public concept of what HREC does – it is more than just Juneteenth.

Interested in sharing board bios on social media and/or website.

**Motion:**

Motion made by Counselor Rohrbach, seconded by Commissioner Quackenbush to approve and adopt the HREC Strategic Plan as written.

Ayes: All

Nays: None

Motion passes.

**Adjournment**

Meeting Adjourned at 7:55 p.m. Next meeting scheduled for April 7, 2022 at 6:00 pm in the Breckenridge Room at Madison Heights Public Library.

As of 3/8/22

Group	Feb 2022	March	April	May	June	July	August	September	October	November	December	Jan 2023	Resources	Lead & Supports
Givens	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Mtg	HREC Strategic Mtg (earlier?)	\$\$ TBD Facilitator Supplies	Cemone Heather
Givens	HREC Appoint						HREC Appoint							Emily Quinn
Red Pandas (Collab & Volunteers)		LAUNCH Create database volunteers & collabs	Clarify rules for info gathering & access (open mtgs act)	Create & Launch Interest Survey	Connect with Partner Orgs	Connect with Partner Orgs					VICTORY Database w/ 100 volunt. 6 collabs		-City website -List Host -Time -volunteer waivers (minor & adult)	Quinn Heather  Additional Supports:
Red Pandas (Collab & Volunteers)		LAUNCH Decide what months to highlight & leaders	Develop Topic(s) Reading & Resource List		Share in City Newsletter	Collab w/ Community orgs to host discussion, event  Record discussions & post				Share in City Newsletter  Recruit Volunteers to lead Future Book Clubs	Collab w/ Community orgs to host discussion, event  Record discussions & post	VICTORY Book Club Implement 2 books to correlate w/ awareness months	-Lead for each topics -Panelists \$400 -Friends of the library -MHCU (racial rec.)	Quinn Heather Kevin  Additional Supports: Nickole
Red Pandas (Collab & Volunteers)	LAUNCH Mtg w/ M. Marsh & MHCU defining tasks/roles (DONE!)	HREC Designees attend MHCU planning mtg  Create Task List	HREC Designees attend MHCU planning mtg  Advertising Recruit Volunteers	HREC Designees attend MHCU planning mtg  Finalize Agenda	VICTORY Successful Juneteenth Event  Debrief Mtg								\$25,000 (MHCU Goal)  MHCU #volunteers Stage Supplies Printing	Cemone Jessica  Additional Supports: Quinn Heather Nickole

Group	Feb 2022	March	April	May	June	July	August	September	October	November	December	Jan 2023	Resources	Lead & Supports
FUNdraisers	LAUNCH Contact Friends of Library and ECC to do collab fundraiser	Meet with ECC Bloom Project  Meet with FOL	Meet to plan details  *Moving part city hall & I-75 construction	Meet to plan details	Meet to plan details	Complete Collab Fundraiser	VICTORY Collab (\$1,500) fundraiser for HREC prgms, supplies & events						-2-4 volunteers per event -space potentially	Emily Nickole  Additional Supports:
FUNdraisers	LAUNCH Recruit Host committee (1 more HREC, recruit volunteers, Leads)	Meet to plan details  *Moving Part-COVID Virtual options?	Meet to plan details as needed	Meet to plan details as needed	Meet to plan details as needed	Meet to plan details as needed	Meet to plan details as needed	BINGO Night-outdoor in pavillion	Meet to plan details as needed	Meet to plan details as needed	Not your mama's (spaghetti dinner) noodles type fundraiser  Cookbooks ready for sales	VICTORY 2 family, fun, or cultural (\$1,500) fundraisers & Cookbook for HREC prgms, supplies & events	-\$ pavilion rental -Volunteers 4-5 on host committee -Prize donations - business sponsorship -Parks & Rec -Partner orgs & depts	Emily Nickole  Additional Supports:  Additional Supports Cookbook: Jessica Heather
FUNdraisers		LAUNCH Identify Grant Research Lead(s) (recruit volunteers)	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	Research Opps & Apply as identified & able	VICTORY Funding for prgms or events 2 submissions	-volunteers	Emily Nickole  Additional Supports:

Group	Feb 2022	March	April	May	June	July	August	September	October	November	December	Jan 2023	Resources	Lead & Supports
BAB (Advise & Educate)	<b>LAUNCH</b> Mtg/contact M.Marsh to gather policies related to HREC purpose  Identify policy to focus on (i.e. law enfor. & Mental Health)	Meet Chief Haines (literature, training, etc.)  Review the policy	Meet & discuss with city staff on developing a needs assessment			Evaluate findings from survey	Gather existing data from survey or additional source around arrests and mental illness	Develop formats (powerpoint or brochure) to present to council	Recommend policy -3 major things to work on -3 eval of policy to council		<b>VICTORY</b> Provide education to the community about policy work	Select next policy  (ex: Body Cams)	-Partner w/ MH Crime Com. -City Staff & Council -Law Enf.	Cemone Amy Jessica  <b>Additional Supports:</b>
		<b>LAUNCH</b> Mental Health Awareness Initiative	Consider partnership/ collaboratio n for MHA month	Mental Health Awareness Month	<b>VICTORY</b> Increased Community Engagement								-Advoc. Center (neighbor cities) -A&I, NAMI, True North Counseling, Consulting - MH Com. Coalition -N.Fox (safeTALK)	Cemone Amy Jessica  <b>Additional Supports:</b>

Group	Feb 2022	March	April	May	June	July	August	September	October	November	December	Jan 2023	Resources	Lead & Supports
Communications		<b>LAUNCH</b> Make a monthly sign up schedule for HREC	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	HREC talk about items to present @council mtg (2nd Wed)  HREC public comment @council mtg (3rd Mon)	<b>VICTORY</b> HREC public comment at one council meeting per month to update council & community	-HREC members -Sign up sheet	Paige Kevin  <b>Additional Supports:</b>
Communications	<b>LAUNCH</b> Find out the social media rules for HREC (in writing) ex: comment on/off?	Assign FB admins  Add HREC Bios on FB  Schedule point ppl for months & topics  1/week (min) at sched. times, if possible -events -awareness -resources	Check in on FB Likes at HREC Mtg  1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at scheduled times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	<b>VICTORY</b> HREC FB postings 2X per month min  500 Likes  1/week (min) at sched. times, if possible -events -awareness -resources	1/week (min) at sched. times, if possible -events -awareness -resources	-Heather help with getting rules -Michael Howard re: Effective Social media reach	Paige Kevin Heather  <b>Additional Supports:</b>
Communications			<b>LAUNCH</b> Coordinate Event (Paige lead)	<b>VICTORY</b> HREC Social/Team Building Event May										Paige Kevin  <b>Additional Supports:</b>



## **HREC – Human Relations and Equity Commission**

City of Madison Heights

### **Norms** (Members suggested these norms and understandings for the HREC commission)

- Take breaks as needed, take care of yourself
- Assume positive intentions of each other
- Show each other grace/kindness
- Vulnerability is welcome
- Respect everyone's time
- Everyone's point of view is valuable
- Name it, call it out – this is how we make change

### **Commitments** (Intent, scope, and focus of the HREC)

- Keep our net wide to facilitate inclusivity (race, gender, ability, etc)
- Stay on mission, not forgetting purpose
- Remain open-minded and reach the reachable
- Doing our own growth/learning
- Share/educate/unlearn and relearn with community
- Honesty, transparency, trust
- Welcoming- modeling this as HREC