



## Human Relations Commission Agenda

5:30 p.m. Regular Meeting

Thursday, August 3, 2023

Jack Powell Conference Room – City Hall

25 Center Street

Vermillion, South Dakota 57069

1. **Roll Call**
2. **Adoption of the Agenda**
3. **Approval of the Minutes**
  - a. July 6, 2023 Regular Meeting.
4. **Visitors to be Heard**
5. **Old Business**
  - a. Purchase of a Tablecloth.
  - b. Nametag Discussion.
6. **New Business**
  - a. Future Listening Sessions.
  - b. Community Partner Discussion.
7. **Standing Business**
  - a. Future Programming.
  - b. Future Proclamations.
8. **Adjourn**

Access the Human Relations Commission Agenda on the web – [www.vermillion.us](http://www.vermillion.us)

**Addressing the Commission:** Persons addressing the Commission shall be recognized. Please raise your hand to be recognized and state your name and address.

**a. Items Not on the Agenda** Members of the public may speak under Visitors to Be Heard on any topic NOT on the agenda. Remarks are limited to 5 minutes and no decision will be made at this time.

**b. Agenda Items:** Public testimony will be taken at the beginning of each agenda item, after the subject has been announced by the Chair and explained by staff. Any citizen who wishes may speak one time for 5 minutes on each agenda item. Public testimony will then be closed and the topic will be given to the Commission for possible action. At this point, only commission members and staff may discuss the current agenda item unless a commission member moves to allow another person to speak and there is unanimous consent from the commission. Questions from commission members, however, may be directed to the public through the presiding officer at any time.

**Meeting Assistance:** The City of Vermillion fully subscribes to the provisions of the Americans with Disabilities Act of 1990. If you desire to attend this public meeting and are in need of special accommodation, please notify the City Manager's Office at 677-7050 at least 3 working days prior to the meeting so appropriate auxiliary aids and services can be made available.

As a courtesy to others, we ask that cellular phones and pagers be turned off during the meeting.

*Our future as a community depends on recognizing our past.*

*The City of Vermillion exists on the ancestral lands of the Oceti Sakowin and Omaha indigenous people.*

*We honor and appreciate those who have the longest relationship with this place.*

Unapproved Minutes  
Human Relations Commission  
Thursday, July 6, 2023 Regular Meeting

The regular meeting of the Human Relations Commission was called to order on Thursday, July 6, 2023 at 5:30 p.m.

1. Roll Call

Present: Jordan Bonstrom (via Zoom), Michelle Kavanaugh, Trevor Mandernach (via Zoom), Mike Phelan, Becky Rider, Phil Terwilliger

Absent: Cameron Morgan

Staff Present: John Prescott, City Manager, Jack Baustian, Assistant to the City Manager

2. Adoption of the Agenda

Bonstrom suggested removing 4a. and adding 6c. Discussion of Complaint Process. Phelan motioned to approve the agenda with the additions, seconded by Rider. Motion carried unanimously.

3. Approval of the Minutes

Phelan motioned to approve the June 1, 2023 minutes, seconded by Kavanaugh. Motion carried unanimously.

4. Visitors to be Heard

None.

5. Old Business

5a. Prescott updated the Commission on the Land Acknowledgement Statement. He stated that at the June 20, 2023 City Council meeting the Land Acknowledgement Statement was brought forward by the Policies and Procedures Committee but due to State statute the Council needed two meetings to act. The Land Acknowledgment Statement was put into effect at the July 3, 2023 City Council meeting and is to be put on all City agendas and is to be read at the discretion of the presiding officer.

5b. The Commission reviewed the updated City proclamation process. Kavanaugh shared her experience from the June 20, 2023 City Council meeting where she read two proclamations from the Commission, Celebrating Juneteenth and the LGBTQ+ community. The Commission discussed future proclamations that they plan to bring before the City Council to include Disability Awareness and the commemorative passing of the Americans with Disabilities Act.

6. New Business

6a The Commission discussed the hosting of future listening groups. The groups that were discussed included Native Americans, Veterans,

and International Students. Finding the right time to increase participation was a part of the main discussion, as well as allowing enough time for citizens and students to disseminate the events. The Commission reviewed rough dates as to when they would want to host each group to include International Student group in September, Native American group in October, and Veteran group in November.

6b. Bonstrom stated he has reached out to a local vendor regarding the printing of a tablecloth for the Human Relations Commission. This tablecloth would be used for community events. Bonstrom is waiting for a quote from the vendor.

6c. The Commission reviewed a case study involving the complaint process. The case study assisted the Commission members and staff on how the complaint process and flowchart were to be used if and when a complaint was to be made. The Commission requested another case study at the August 3<sup>rd</sup> meeting.

#### 7. Standing Business

7a. The Commission discussed several opportunities for future programming. These opportunities included Thursdays on the Platz, USD Welcome Back tabling event, brochure hand-outs, further guest speakers, creating nametags to enact further community visibility, future proclamations, and low-cost or free legal services offered. Kavanaugh stated she will be creating brochure handouts to use at programming events. The Commission also discussed other organizations to partner with including the Transformation Project and East River Legal Services.

#### 8. Adjourn

It was noted that the next meeting will be held August 3<sup>rd</sup> at 5:30 p.m.

Moved by Rider to adjourn, seconded by Terwilliger. Motion carried unanimously at 6:32 p.m.

Jordan Bonstrom, Chair

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Vermillion Human Relations Commission