**Duluth Nonbinary, Queer, Trans, Two Spirit, Lesbian, Gay, Bisexual, Intersex & Asexual Commission (NQT2SLGBIA) Commission**

**Meeting Minutes**

**Wednesday, February 2, 2022**

**5:00 p.m.**

This meeting of the Duluth Nonbinary, Queer, Trans, Two Spirit, Lesbian, Gay, Bisexual, Intersex & Asexual Commission (NQT2SLGBIA) Commission was held by other electronic means pursuant to Minnesota Statutes Section 13D.021 in response to the COVID-19 pandemic. Members of the Commission participated through video conference.

1. Call to Order

5:00 p.m.

1. Roll Call

Present: Commissioners Broadwell, Driscoll, Hakes, Gannon, Golding, Grunseth – 6

Absent: 0

1. Approval of Minutes
2. New Business

Blair Powless, Community Coordinator, Community Crisis Response Program, Community Advisory Council Discussion canceled due to scheduling conflicts. Commissioners made a motion to extend an invitation to the March meeting.

1. OLD BUSINESS

*2022 Commission Goals*

Commissioners Gannon and Driscoll initiated discussion on how to prioritize these goals, delegating tasks and efforts, and have further discussion on each goal and action steps. Commissioner Golding recommended prioritizing the goals to make them more attainable and achievable.

1. *Education on Conversion Therapy Ban*

The Commission discussed options for increasing awareness of the reporting mechanism and increasing community education.

Commissioner Broadwell shared about the need for more education on the conversion therapy ban, especially awareness that the reporting tool exists, how to find the reporting tool on the City website, and how to utilize the reporting tool. Commissioners are willing to help get the word out, eager to understand the commission’s role and how to be notified of reports, and clarify the commission’s response, if any, to reports received.

Commissioner Gannon and Hakes confirmed the reporting tool exists but it’s not easily accessible on the City website, with 0 reports submitted to date. Conversion Therapy Ban reports go to the City Clerk’s Office, where Ian Johnson receives the reports and then shares with Carl Crawford Human Rights Officer. In the ordinance that created the commission, the language states there’s an ability to request reports, but no formal language exists in the ordinance that says the reports must be submitted to the NQT2SLGBIA Commission.

Commissioners brainstormed ideas to help spread the word such as a flyer or email to share out with the community, potentially visit community groups, and spread the word via the Commissioners and the many agencies they each represent and network with in Duluth.

Commissioners discussed past and current media and communication efforts. Commissioner Broadwell asked if, beyond initial press coverage, how has the city advertised the conversion therapy ban and what can we do to supplement it such as with a joint press release from the City, including quotes from commissioners and the mayor, to educate and encourage people to report. The Commissioner’s current understanding is apart from an initial press release, no additional communications have been completed by the City.

Commissioner Hakes shared, an extension of the city, certainly can be around educating the conversation therapy ban, what it is and what it isn’t, and on the reporting tool. In terms of social media, there’s hesitation around boards and commission accounts, under development a social media policy, Chelsea was going to follow-up on the status.

Commissioners Broadwell offered to create a sub-committee and work together on the Conversion Therapy Ban, starting with drafting a joint press release. Commission Grunseth shared about workplace efforts at First Witness to address conversion therapy as child abuse and volunteered to join the sub-committee to advance these efforts community-wide.

1. *City Code Review*

Commissioner Hakes shared City Charter Commission has reviewed the City Charter for issues of equity and made recommendation for the City Code to be reviewed as well. Commissioner Hakes recommended connecting with city staff on how the commission can support the City Code Review, and offered to reach out to directly to City Attorney Rebecca St. George and Chelsea Helmer.

1. *Equity Action Team*

Commissioner Hakes volunteered to follow-up with Jessica Kasper and Rebecca St. George for future involvement and opportunities to support this work.

1. Increase Visibility of Commission
2. Office of Human Rights Discussion
3. Community Healthcare Experiences
4. Communications and Social Media

the Commission discussed working with the City’s communication team to clarify the Social Media Policy for Boards and Commissions and to assist in increasing visibility of the Commission on the website and utilizing social media.

Commissioner Hakes requested an invite Public Information Officer Kate Van Daele to the next meeting to discuss visibility of the Commission on social media, media relations, Conversion Therapy Ban communications, and more.

1. List of BIPOC Businesses

Commissioners discussed efforts from the city and community to support entrepreneurs of color. Staff Liaison Kozlowski shared the City and community partners are creating the Twin Ports BIPOC Directory, and Commissioner Driscoll shared the desire for the commission to assist with future expansion to include LGBTQ+ specific businesses within the directory and efforts, which will also help with increasing the Commission’s visibility. Commissioners also discussed potential collaboration and outreach with Human Rights Commission.

1. Building Relationships with Boards and Commissions

Commissioner Hakes recommended that if you attend another meeting, make contact ahead of time to be put on the public comment time period or to be on the agenda to introduce yourself self and the Commission. Commissioner Driscoll committed to attending one other Commission meeting in February/March 2022.

1. Other Business

Commissioners discussed the current process for selecting and appointing new commissioners, and indicated desire for a more participatory appointment process for the NQT2SLGBIA Commission. Commissioner Driscoll volunteered to reach out to Councilor Anderson and Staff Liaison Kozlowski will review application process and report back at the March meeting.

Commissioner Gannon introduced consideration to revise the monthly meeting facilitation. Commissioners reached consensus to begin designating a facilitator and back-up facilitator in advance of each meeting, who will be responsible for working with the Staff Liaison to set the next agenda. Commissioner Hakes volunteered to facilitate and Commissioner Driscoll volunteered as the back-up facilitator for the March meeting.

Commissioner Hakes requested consideration of moving the March meeting date from March 2 to March 9. The Commissioners reached consensus to meet on March 9, 2022.

1. Adjournment

5:48 p.m.