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

**Meeting Minutes**

**Wednesday, March 9, 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

5:04 p.m.

1. Roll Call

Present: Commissioners Broadwell, Hakes, Gannon, Golding – 4

Absent: 2

1. Approval of Minutes
2. New Business
	1. LGBTQ Days

Commissioner Hakes shared March 31 is Trans Day of Visibility, April 6 is Asexual Day (a new holiday started in 2021), and April 8 is Day of Silence, and of course other days throughout the year. Commissioners discussed ideas to mark the days and bring visibility to each of them and to the community. Commissioner Broadwell suggested plugging in and lifting up other organizations. Commissioner Bee shared details about Trans Day of Visibility being coordinated by Trans Plus. Commissioner Broadwell has been meeting regularly with Trans Plus and forging relationship to lift up and amplify each other’s collective work. Commissioner Gannon noted Trans Plus events featuring a panel, Trans 101 Training at UW-Superior, Trans Day of Visibility gathering, with more events still in the planning stage. Commissioner Hakes recommended looking to other organizations, seeking out information, and even drafting a press release to help spread the word.

Commissioner Broadwell expressed questions and interests in further identifying ways the NQT2SLGBIA Commission can advertise, put out press releases, advance public communications, email blast, and posting/sharing of social media on the City of Duluth and Mayor Larson’s social accounts. Commissioners Hakes volunteered to take the lead on writing and sending communications to the staff liaison and public information officer, and recommended each commissioner share future dates and events.

* 1. Trans Plus Name Change

Commissioner Hakes and Commissioner Gannon provided an overview of the name change process to be more inclusive of all genders that are part of the trans community. The ‘plus’ part of Trans has become symbols of exclusion, especially for non-binary folks, so the goal is to have a name that represents the inclusive of Trans Plus. Trans Plus community leaders sent out a survey of what a new name may look like, and will meet to review the responses, and gather more input to select a new name. Commissioner Broadwell and Golding expressed support for the name change process.

1. OLD BUSINESS
	1. New Candidate Selection Process
	2. In follow-up to Commissioners conversation on the current process for selecting and appointing new commissioners, and indicated desire for a more participatory appointment process for the NQT2SLGBIA Commission.

Staff Liaison Alicia Kozlowski provided an update on learnings from City Clerk’s Office and Indigenous Commission for alternative selection processes. The Indigenous Commission staff liaison reviews the applications, and then invites each new candidats to an upcoming meeting for an open discussion with the Commissioners and applicants to ask questions, share information, and get to know each other before a recommendation for appointment is made. Following the meeting the commissioners are able to provide direct feedback via email to the staff liaison, with the staff recommendation going directly to the Mayor who has final discretion to make appointment recommendations to the Duluth City Council.

Commissioners discussed ways to navigate issues around bias in the applicant selection process; the City of Duluth will offer a 3-part Foundational Equity Workshop to all commissions, staff liaisons, and City councilors. Commissioner Golding expressed importance for new applicants to learn the goals, work, and members of the Commission before committing to join. Commissioner Broadwell expressed support for Commissioners to show up and demonstrate commitment by attending a meeting and understanding the role before being appointed.

Commissioners reached consensus for the staff liaison to invite new applicants to the April 2022 NQT2SLGBIA Commission meeting, and if needed, conduct additional outreach to seek new applications.

*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*

Ian Johnson was planned to join the call but unable to attend. Ian Johnson offered a virtual meeting with Ian Johnson (City Clerk) and Kate Van Daele (Public Information Officer) to further education and communications for Conversion Therapy Ban.

Commissioners Broadwell and Grunseth created a draft press release, which was shared for feedback and input with commissioners. Commissioner Broadwell set up a one-on-one with Councilor Anderson, requested a quote from Mayor Larson and Sean Hayes, and others for quotes in the press release. Also requested a NQT2SLGBIA Commissioner to provide a quote, if desired. Commissioner Broadwell shared their schedule is flexible during the day to meet virtually, which can be set-up via email. Commissioner Broadwell added please share questions, or highlight additional information that would be helpful to add for community members. Commissioner Gannon shared desire to see conversations continue, as well as that the reporting tool is still difficult to find on the website, and requested to be apart of the meeting to discuss ways to improve access, visibility, prominence of the tool by highlighting in other areas on the City website. Commissioner Broadwell also shared this information and barrier with Human Rights Officer Carl Crawford. Commissioner Hakes and Golding offered to review the press release and provide feedback by the April meeting.

1. *City Code Review*

Commissioner Hakes provided update from City Attorney Rebecca St. George. At this moment, the process to review the City Code has not started and is not an active intention to begin that process yet. Recommends reaching out to City Councilors to advocate for the process to update language, and Commissioner Hakes volunteered to activate a conversation with Councilor Anderson.

1. *Equity Action Team*

Commissioner Hakes provided an update from City Attorney Rebecca St. George on the Equity Action Team (EAT) but did not obtain specifics on this work that’s advancing forward. Rebecca offered to meet with Commissioner Hakes to share all documents including the action planning for the city-wide EAT, department specific EAT action plans, data collection and goal setting, and ensuring the NQT2SLGBIA Commission is involved in informing the goals and plans – such as the 2023 City Budget - moving forward to make an impact on this city-wide equity work.

1. *Increase Visibility of Commission*

Commissioner Gannon expressed support for on-going work and connection with other projects is organically strengthening and amplifying the Commission’s visibility.

1. *Office of Human Rights Discussion*Commissioner Broadwell provided update on meetings with Human Rights Officer Carl Crawford and desire to strengthen shared work on items such as education on Conversion Therapy Ban, starting small and growing collaborations, story sharing as a means to do policy making and change making. Human Rights Office is completely open to partnering together, to do outreach to schools and churches, build relationships, and define next steps to move the education piece forward.
2. *Community Healthcare Experiences*
3. Communications and Social Media

The Commission discussed a response from City administration on social media presence. Commissioners 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 the City of Duluth BIPOC Business Directory and viewed a draft of the website. The directory project team is willing to present and gather input from the NQT2SLGBIA Commission, and for future expansions, adding a tab and focus on supporting LGBTQ+ community.

1. Building Relationships with Boards and Commissions

Commissioners discussed work with Human Rights Commission, opportunity to engage with peers on the upcoming Boards and Commissions Workshop, and eager to grow organic partnerships with other boards.

1. Other Business

*Select a facilitator for April meeting*Commissioner Broadwell volunteered to facilitate the April 2022 meeting.

1. Adjournment

6:06 p.m.