



CITY OF TOPEKA

Human Relations Commission
City Hall, 215 SE 7th Street
Topeka, KS 66603

Tel: 785-368-3725
www.topeka.org

Upcoming Meeting Information:

Date: Monday, June 12, 2023

Time: 5:30 PM

Location: City Hall, 215 SE 7th Street, Topeka, Kansas and Zoom

Meeting Agenda

- I. Call to Order and Roll Call
- II. Welcome and Introductions
 - a. New appointment- Marisol Marcelo
- III. Agenda and Prior Meeting Minutes
- IV. Old Business
 - a. Update on Code Language/Bylaws for the THRC
 - b. Welcoming Week- Initiatives
 - i. Taste of Topeka Festival
 - ii. Videos
 - iii. Newcomers Academy
 - c. Citizenship Legal Clinic
 - i. Sunday, September 17, 2023
 - d. Topeka Voter Collaborative, United Way
- V. New Business
 - a. Subcommittees
 - i. Education & Outreach
 1. Luc Bensimon
 2. Carol Roberts
 - ii. Event Planning
 1. Pamela James
 2. Carol Roberts
 - iii. Policy and Advocacy
 1. Alexis Simmons
 2. Sean McGimpsey
 3. Zachary Surrutt
 - b. Immigrant Heritage Month Proclamation
 - i. Governing Body Meeting, Tuesday, June 13th @ 6pm



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VI. Public Comment

VII. Important Dates/Events

- a. Immigrant Heritage Month – June 2023
- b. World Refugee Day – June 20, 2023
- c. National Welcoming Week – September 8-17, 2023
- d. National Hispanic Heritage Month – September 15 - October 15, 2023
- e. Citizenship Day – September 17, 2023
- f. LGBT History Month – Oct 1, 2023 - Oct 31, 2023
- g. Human Rights Day – Sunday, December 10, 2023

VIII. Adjournment

Public Comment Notice: To honor safety mandates surrounding the COVID-19 pandemic, in-person public comments will be limited; please contact Brenda Younger, City Clerk, at cclerk@topeka.org regarding meeting attendance or to submit written public comments. Written comments may also be mailed to: 215 SE 7th Street, Room 166, Topeka, Kansas 66603. All attendance requests and comments must be received 2 business days prior to the meeting.

To request an ADA Accommodation, please contact 785-368-3725 between the hours of 8:00am – 5:00pm no later than 3 working days in advance of this meeting.



CITY OF TOPEKA

HUMAN RELATIONS COMMISSION

MEETING MINUTES DRAFT

Date: April 24, 2023
Time: 5:30pm
Location: City Hall – 1st Floor Conference Room; 215 SE 7th Street

Call to Order. Chair Roberts called the meeting to order at 5:32pm.

Roll Call. Present: Chair Carol Roberts; Vice Chair Carmen Romero-Nichols (By Zoom); Commissioner Sean McGimpsey; Commissioner Alexis Simmons; and Commissioner Zachary Surratt. Absent: Commissioner Luc Bensimon; Commissioner Cynthia Hopp; and Commissioner Pamela James.

Guests. Ernestor De La Rosa, Chief Diversity Equity and Inclusion Officer; Zaynah Afada, Diversity Equity and Inclusion Program Coordinator; Mary Kuckelman, Senior City Attorney; and Kaitlyn Willis, Executive Assistant to the City Manager.

Adoption of March 13, 2023 Minutes. Commissioner Surratt moved and Commissioner McGimpsey seconded a motion to adopt the minutes as written. Motion passed unanimously.

Adoption of April 24, 2023 Agenda. Commissioner Surratt moved and Commissioner McGimpsey seconded a motion to adopt the agenda as written. Motion passed unanimously.

Old Business.

- **Update on Code Language/Bylaws.** Mary Kuckelman discussed the ordinance that outlines the duties and responsibilities of the Commission. The ordinance will only need to be amended if the name or mission changes. The Commission will discuss the future of the HRC at the retreat in May and then determine next steps.
- **Welcoming Week.** Ernestor De La Rosa discussed Welcoming Week, an initiative by Welcoming America that will take place in September. The Commission discussed hosting an event to bring the community together and provide food from different countries. Ernestor also referenced the short videos that will be created to spotlight minority leaders or businesses.
- **Citizenship Legal Clinic.** Ernestor discussed hosting the Citizenship Legal Clinic in September. Washburn Law will provide legal guidance, and the HRC can assist with logistics. The DEI Office will begin coordinating with Washburn Law to host this clinic.
- **I Voted Sticker Contest, United Way.** Ernestor shared that he is waiting for more information about the contest, so it will be discussed at a future meeting.
- **HRC Retreat.** The Commission discussed the retreat, and the consensus was to meet on Monday, May 8 at 5:00pm-7:00pm. More information will be emailed to the Commission beforehand.

New Business.

Community Forum. Ernestor shared that the City will be hosting a forum with the Mexican Consulate and residents on Thursday, May 18 at 5:00pm -7:00pm in the Holliday 1st Floor Conference Room. This event will be promoted on the City's social media, and good turnout is expected. Commissioners are invited to attend.

Public Comment. No public comment.

Important Dates/Events. Ernestor noted the dates and events below.

- Celebrate Diversity Month – April
- Cinco de Mayo – May 5, 2023
- World Day for Cltural Diversity for Dialogue and Development – May 21, 2023
- Immigrant Heritage Month – June 2023
- World Refugee Day – June 20, 2023
- National Welcoming Week – September 8-17, 2023
- National Hispanic Heritage Month – September 15 - October 15, 2023
- Citizenship Day – September 17, 2023
- LGBT History Month – Oct 1, 2023 - Oct 31, 2023
- Human Rights Day – Sunday, December 10, 2023

Adjournment. Meeting adjourned at 6:11p.m.

****Next Meeting: May 8, 2023****

To request an ADA Accommodation, please contact 785-368-3725 between the hours of 8:00am – 5:00pm no later than 3 working days in advance of this meeting.

2023 Topeka Newcomers Academy

THE PURPOSE OF THE PROGRAM IS TO:

- 1) Identify and provide an awareness of the functions, responsibilities, and impact that different public entities have on the community and on the individual;
- 2) Open avenues of communication between participants and officials through discussion, dialog, and information sharing;
- 3) Integrate residents through a focused, neutral format; and
- 4) Create for participants a tangible knowledge base for civic engagement.

Sessions will begin at 6:00 PM & snacks will be provided to participants

Program Schedule

Wednesday, July 26th Governing Body and City Administration

Location: Holiday Building, 1st Floor Conference Room (620 SE Madison St., Topeka, KS 66607)

Facilitators/Interpreter(s):

Agenda:

- Welcome & Introductions
- Overview of Services
- Current Projects (If any)
- Q & A

Wednesday, August 2th Community Engagement and Housing Services

Location – Holiday Building, 1st Floor Conference Room (620 SE Madison St., Topeka, KS 66607)

Agenda:

- Introductions
- Overview of Services
- Current Projects (If any)
- Q & A
- Facilities Tour

Wednesday, August 9th Public Works and Utilities

Location: Water Treatment Plant (1600 NW Button Rd., Topeka, KS 66618)

Facilitators/Interpreter(s):

Agenda:

- Introductions
- Overview of Services
- Current Projects (If any)
- Q & A
- Facilities Tour

Wednesday, August 16th Police and Fire Department

Location – Topeka Police Department (320 S. Kansas Avenue, STE 100, Topeka, KS 66603)

Facilitator/Interpreter(s):

Agenda:

- Introductions
- Overview of Services
- Current projects (If any)
- Q & A
- Facilities Tour

Wednesday, August 23rd Public Library and Parks and Recreation

Location – Topeka and Shawnee County Public Library (1515 SW 10th Avenue, Topeka, KS 66604)

Facilitator/Interpreter(s):

Agenda:

- Introductions
- Overview of Services
- Current Projects (If any)
- Q&A
- Facilities Tour

Wednesday, August 30th Public Transportation and Greater Topeka Partnership

Location – Topeka Transit Facilities or GTP Building (201 N. Kansas Avenue, Topeka, KS 66603)

Facilitators/Interpreter(s):

Agenda:

- Introductions
- Overview of Services
- Current Projects (If any)
- Q & A
- Facilities Tour

Wednesday, September 6th Shawnee County Emergency Communications and Municipal Court

Location – Shawnee County Emergency Communications (320 S Kansas Ave. #300, Topeka, KS 66603)

Facilitator/Interpreter(s):

Agenda:

- Introductions
- Overview of Services
- Current Projects (If any)
- Q & A
- Facilities Tour

Tuesday, September 12th Graduation and Celebration

Location- Governing Body Chambers (214 SE 8th Avenue, Topeka, KS 66603)