

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
CULVER CITY EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE

REGULAR MEETING OF THE
CULVER CITY EQUITY AND
HUMAN RELATIONS ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

August 23, 2022
7:00 P.M.

Call To Order & Roll Call

Chair Valverde called the regular meeting of the Culver City Equity and Human Relations Advisory Committee to order at 7:00 P.M. in the Patacchia Conference Room at City Hall.

Members Present: Carlos Valverde, Chair
Anissa Di Vincente, Vice Chair
Samia Bano, Member
Raven Bradley, Member
Michelle Dennis, Member
London McBride, Member
Haifaa Moammar, Member
Jared Morgan, Member*
Rebecca Rona-Tuttle, Member

*Member Morgan arrived at 7:15 P.M.

Staff Present: Stephanie Condran, Human Resources Analyst
Lisa Vidra, Assistant City Attorney

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Pledge of Allegiance

The Equity and Human Relations Advisory Committee recited the Pledge of Allegiance.

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Items from Equity and Human Relations Advisory Committee Members

None.

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Public Comment - Items NOT On the Agenda

None.

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Receipt of Correspondence

None.

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Consent Calendar Items

Item C-1

Approval of Minutes for the Regular Meeting of July 26, 2022

THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVED MINUTES FOR THE REGULAR MEETING OF JULY 26, 2022 AS WRITTEN.

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Items from Staff

Discussion ensued between staff and Committee Members regarding estimated costs; situations that come up that are not included in the workplan; taking individual items to the City Council in advance; including contingency funds in the budget for unexpected events; clarification that the Committee reports to the City Council rather than the City Manager; fees; licensing and permitting costs; length of time to get approval for special requests; estimating costs for events; setting parameters for subcommittees; the process; in person events vs. remote events; policy decisions regarding events; events held on weekends; staff time; and Member terms and participation in the events they are planning.

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Order of the Agenda

Action Items were considered in the following order: Item A-2, Item A-5, Item A-6, Item A-1, Item A-3, Item A-4, and Item A-7.

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Action Items

Item A-2
(Out of Sequence)

(1) Discussion of the Report from the Childhood Trauma and Equity Movie Screening Ad Hoc Subcommittee for the Event Program; (2) Consider Approval of the Report's Recommendations and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Member Bano provided background on the item; discussed plans for the event; City Council approval; timing; the need to reschedule the event; co-sponsorship by Culver City School District (CCUSD); participation by the Superintendent; creation of a resource guide; counselors provided by CCUSD present at the event; outreach; volunteers; staff costs; confirmed panelists; acknowledgement of the difficult subject being covered and potential triggering; and the solution-oriented movie.

Discussion ensued between staff and Committee Members regarding City Council consideration of the item; resolution of requests; backup plans; hotline referrals; changing the date again if need be; panelists; timing; agreement to work out more details before going to the City Council; a suggestion to provide documents for the staff report confirmed by CCUSD; use of the multi-purpose room; potential venues; coordinating volunteers; scheduling; potential dates; and holidays.

Member Dennis proposed a motion to approve the event contingent upon approval by CCUSD and the discussion continued.

Additional discussion ensued between staff and Committee Members regarding moving forward before all details are worked out; concern expressed by staff regarding the nature of the topic; the importance of the event; concern with

advertising an event for children not supported by CCUSD; sponsorship vs. co-sponsorship; a request for direct contact between staff and the Superintendent; and continued work on the workplan at the September meeting.

Member Dennis moved that the Committee approve the event contingent upon formal CCUSD sponsorship with the understanding that an alternate date be worked out. Chair Rona seconded the motion.

Further discussion ensued between staff and Committee Members regarding clarification that if CCUSD does not sponsor the event the event would not happen; the potential co-sponsorship; and the ability of the subcommittee to propose a different event.

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER RONA THAT THE EQUITY AND HUMAN RELATIONS ADVSORY COMMITTEE MOVE THE CHILDHOOD TRAUMA AND EQUITY MOVIE EVENT FORWARD CONTINGENT ON FORMAL CCUSD CO-SPONSORSHIP WITH THE UNDERSTANDING THAT AN ALTERNATE DATE FOR THE EVENT BE WORKED OUT FOR DECEMBER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, BRADLEY, DENNIS, DI VINCENTE, MOAMMAR,
MORGAN, RONA, VALVERDE
NOES: MCBRIDE

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Item A-5
(Out of Sequence)

(1) Discussion of the Report from the Latino Heritage Month Ad Hoc Subcommittee on the Latino Heritage Month Event Plan, (2) Consider Approval of the Report's Recommendations and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Chair Valverde discussed weekend vs. weekday events; potential locations; the preference for an outdoor event; refreshments; proposed participants and activities for the event; creation of a handout for the event; identification of Latino-owned businesses in the City to encourage support; the Aztec Dancers; and donations to cover costs.

Discussion ensued between staff and Committee Members regarding donation amount; tax ramifications of donations; costs associated with putting on events; insurance; permits; potential support; performer agreements; student participants; creation of a checklist for special events; the budget; rental costs; ramifications of the change to in-person events; clarification that there were no expenses associated with the Asian American Storytellers event; increased insurance costs; figuring out a budget that allows for more than two in-person events per year; the policy for virtual events; furthering Committee goals; food trucks; business license fees; required contracts; scheduling; location; consideration of the workplan and the list of events by the City Council; length of the proposed event; finalizing arrangements at the September meeting; holding a special meeting for the Latino Heritage Month event in October; and confirmation with the City Clerk regarding placement on the September 12, 2022 City Council agenda.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER MOAMMAR AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: APPROVE HOLDING THE LATINO HERITAGE MONTH CELEBRATION EVENT ON OCTOBER 11, 2022.

Additional discussion ensued between staff and Committee Members regarding the due date for the report in order to present to the City Council on September 12.

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Item A-6
(Out of Sequence)

(1) Discussion and Approval of the Recommendations from the Public Events Ad Hoc Subcommittee to Plan Public Events for Fiscal Year 2022-2023; (2) Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Member Rona discussed Courageous Conversations; recommendations; changes to previously agreed upon dates; and maintaining the structure of the previous report to allow for alternate dates.

Discussion ensued between staff and Committee Members regarding the workplan; agreeing upon dates and events to insert into the workplan; and additional detail contained in the workplan.

Member Rona read agreed upon dates including: the Childhood Trauma and Equity Movie Screening on either December 3 or December 10; the Latino Heritage Month Celebration on October 11; Transgender Day of Remembrance on November 15; Stories by Formerly Unhoused People on January 31; the Non-Violence Workshop on February 28; Understanding and Responding to Autism on March 28; and an event focused on seniors on May 23.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER MORGAN AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: APPROVE THE RECOMMENDATIONS FROM THE PUBLIC EVENTS AD HOC SUBCOMMITTEE TO PLAN PUBLIC EVENTS FOR FISCAL YEAR 2022-23 AS MODIFIED BY MEMBER RONA.

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Item A-1
(Out of Sequence)

(1) Discussion of the Draft Written Report to City Council Regarding Accomplishments under the Equity and Human Relations Advisory Committee Workplan; (2) Authorize Transmittal of the Report to City Council

Stephanie Condran, Human Resources Analyst, introduced the item and summarized accomplishments.

Discussion ensued between staff and Committee Members regarding clarification that the Community Contributions Award should be revised to read the Equity and Human Relations Award; adding items that are not events; the deadline for submittal to the City Council; time period covered by the workplan; clarification that the guidelines were not approved until the current year; items that were accomplished vs. items still in process; adding distribution of another community survey in English and Spanish to the 2023 workplan; continued work on the Diversity Awareness Project; continued work on the Civil Discourse Guidelines; and achievements vs. the workplan.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER MORGAN AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE SUBMITTAL TO THE CITY COUNCIL OF THE STAFF PREPARED LIST OF ACCOMPLISHMENTS FOR JANUARY 1, 2022 THROUGH JUNE 30, 2022 AS REVISED.

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Item A-3
(Out of Sequence)

(1) Discussion of the Report from the Civil Discourse Workshop Ad Hoc Subcommittee regarding the Draft Civil Discourse Guidelines; (2) Consider Approval of the Report's Recommendations, Including Authorizing One or More EHRAC Members to Speak on the EHRAC's Behalf at a City Council Meeting, and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Member Dennis provided a report from the Civil Discourse Workshop Ad Hoc Subcommittee; discussed changes made to reflect comments from the community; and the implementation plan.

MOVED BY MEMBER DENNIS, SECONDED BY VICE CHAIR DI VINCENTE AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE AND ADOPT THE RECOMMENDED CIVIL DISCOURSE GUIDELINES AND IMPLEMENTATION PLAN.

Discussion ensued between staff and Committee Members regarding appreciation to the Committee and Subcommittee for their work; confidence that the document would serve as a model for other cities; presentation of the item to the City Council; discretion of the Mayor regarding whether an item is an Action Item or a Consent Item; the ability of Committee Members to address the City Council as a member of the public; and providing a presentation to the City Council.

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Item A-4
(Out of Sequence)

(1) Consider Approval of the Final Recommendations from the 2021-22 Community Contributions Ad Hoc Subcommittee; (2) Dissolve the 2021-22 Community Contributions Ad Hoc Subcommittee; (3) Discuss the Creation of a New Community Contributions Ad Hoc Subcommittee for Fiscal year 2022-2023 to Develop a New Award and Nomination Process, and Appoint Members Thereto; and (4) Provide Direction to Staff if Deemed Appropriate

Vice Chair Di Vincente provided a report from the Community Contributions Ad Hoc Subcommittee; discussed adding fields to make it easier to fill out the nomination form; changes made to the website; adding information about previous winners; allowing the opportunity to provide additional detail to the nomination form; removing the attachment option; and she indicated the need to disband the old subcommittee and create a new one for the 2022-2023 awards.

Discussion ensued between staff and Committee Members regarding timing; allowing the new subcommittee to get started on the process; obtaining permission from the previous recipients; and availability of the nomination form.

MOVED BY VICE CHAIR DI VINCENTE, SECONDED BY MEMBER DENNIS AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE ACCEPT THE UPDATES TO THE WEBSITE AND THE NOMINATION FORM AND DISBAND THE CURRENT AD HOC SUBCOMMITTEE.

Discussion ensued between staff and Committee Members regarding availability and willingness to serve; organizational memory; and appreciation to Vice Chair Di Vincente for her efforts on the Subcommittee.

MOVED BY MEMBER BANO, SECONDED BY MEMBER BRADLEY AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE CREATE THE 2023 EQUITY AND HUMAN RELATIONS AWARD AD HOC SUBCOMMITTEE AND APPOINT CHAIR VALVERDE AND MEMBERS BRADLEY, MOAMMAR, AND MORGAN THERETO.

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Item A-7
(Out of Sequence)

(1) Consideration of the Creation of a Communications Ad Hoc Subcommittee; (2) (if desired) Form a Communications Ad Hoc Subcommittee and Appoint Members Thereto; and (3) Provide Direction to Staff if Deemed Appropriate

Discussion ensued between staff and Committee Members regarding Committee agreement to table Item A-7 to the September 27, 2022 meeting.

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Public Comment - Items NOT On the Agenda

Chair Valverde invited public comment.

Stephanie Condran, Human Resources Analyst, reported that no public comment had been received.

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Items from Equity and Human Relations Advisory Committee Members

Discussion ensued between staff and Committee Members regarding items for the September meeting agenda including the workplan, a report on the Paper Tigers event, a report on helpful tips to prevent harassment and discrimination, a report on the Latino Heritage Month Celebration, and consideration of creation of an Ad Hoc Communications Subcommittee; staff indicated wanting to schedule a meeting of the Bystander Intervention Subcommittee; concern with items that were voted to be agendized that did not appear on the current agenda; items agendized for the October meeting; a request to agendize a follow up report on complaints received to determine satisfaction; and information that is allowed to be relayed to the Committee.

MOVED BY MEMBER MOAMMAR, SECONDED BY MEMBER DENNIS AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE AGENDIZE THE FOLLOWING ITEMS FOR THE SEPTEMBER 27, 2022 EHRAC MEETING:

1. A REPORT ON THE PAPER TIGERS MOVIE SCREENING; AND,
2. A REPORT ON THE LATINO HERITAGE EVENT; AND,
3. A REPORT ON HELPFUL TIPS AND HARASSMENT; AND,
4. A DISCUSSION ON CREATING A COMMUNICATIONS AD HOC SUBCOMMITTEE; AND,
5. A DISCUSSION ON COMPLAINT FORM FOLLOW UP; AND,
6. A DISCUSSION OF THE WORKPLAN.

Further discussion ensued between staff and Committee Members regarding clarification that items for the October meeting would need to be agendized at the September meeting.

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Adjournment

There being no further business, at 10:06 P.M., the Equity and Human Relations Advisory Committee adjourned to Tuesday, September 27, 2022.

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Stephanie Condran
SECRETARY of the Culver City Equity and Human Relations
Advisory Committee
Culver City, California

APPROVED

Carlos Valverde
CHAIR of the Culver City Equity and Human Relations
Advisory Committee
Culver City, California

I declare under penalty of perjury under the laws of the State of California that, on the date below written, these minutes were filed in the Office of the City Clerk, Culver City, California and constitute the Official Minutes of said meeting.

Jeremy Bocchino
CITY CLERK

Date