Members of the 2024/2025 Equity and Human Relations Awards Ad Hoc Subcommittee are Samia Bano, Haifaa Moammar and Rebecca Rona-Tuttle.

Recommendations: timeline At the June 2024 EHRAC meeting, the committee voted in favor of adopting the ad hoc subcommittee's recommendations. Among these was the following timeline:

A) First meeting of Equity and Human Relations Ad Hoc Subcommittee: early January
B) First phase of marketing completed by January 31st
C) Nominations close March 31st
D) Ad hoc subcommittee begins meeting April 1st to evaluate nominations
E) Ad hoc subcommittee present its report in early May
F) Committee votes at May meeting.
G) Awards are presented in June or July.

The timeline above is identical to what the 2023-2024 ad hoc subcommittee had followed. The value of this timeline, compared to the timelines followed in previous years, is that potential nominators are not distracted by the holidays that occur in November and December.

Following the June 2024 meeting, staff requested that the committee "market" the awards in fall 2024 and adopt a deadline closer to January 1, 2025. However, given members' time constraints, this was not possible.

Recommendations: awards recipients The committee also voted during the June 2024 meeting to present awards to a business and a nonprofit organization, rather than to a business owner and the leader of a nonprofit organization. However, the current ad hoc subcommittee has re-evaluated these and found that these changes are not as workable as formerly thought.

During the June 2024 meeting it was determined that the nature of students in the student category would be broadened to include: students attending: CCUSD schools, Culver City private and parochial schools, and West Los Angeles College.

Recommendations re. webpages and flyers: The committee voted in favor of recommendations below during the June 2024 meeting.

Revise the description of students to read "a student attending: CCUSD schools, Culver City private and parochial schools, and West Los Angeles College." (We recommended this revision in an effort to be more inclusive.

Revise the sentence "An award will be presented to no more than one individual in each category." Instead write "No more than one award will be presented in each category."

Reposition "Award Nomination Guidelines" so that the guidelines appear on the first webpage. The nominators will be able to read the guidelines before beginning to nominate.

Add to the explanation that a rubric will be used to evaluate the nominees

Add to the rules "Committee members may not nominate."

Revise the explanation "Additional information would be helpful. Please check **any** of the boxes below that apply to your nominee, and provide a brief explanation for each" <u>to read</u> "Additional information would be helpful. Please check **all** the boxes below that apply to your nominee, and provide a brief explanation for each."

(We recommended this revision because when we use the rubric and more information has been provided, nominees tend to score better than with less information.)

A portion of the language
Recipients will be four individuals who have embodied inclusiveness, altruism, and giving through volunteerism and public service to make Culver City a better place for all people to live. Each honoree will be presented a medallion by the Culver City City Council during a Council meeting.

Award Categories:
An award will be presented to no more than one individual in each category.

- A Culver City resident or a person employed in Culver City
- A student attending any school in Culver City or West Los Angeles College
- A Culver City business owner
- A president or executive director of a non-profit organization serving the Culver City Area

Working with staff: members of the Awards Ad Hoc Subcommittee will collaborate with staff to revise the webpages and create the flyer.