

# Culver City Racial Equity Action Plan — Phase II update



## Compiled by:

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November 11, 2024

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# Presentation overview



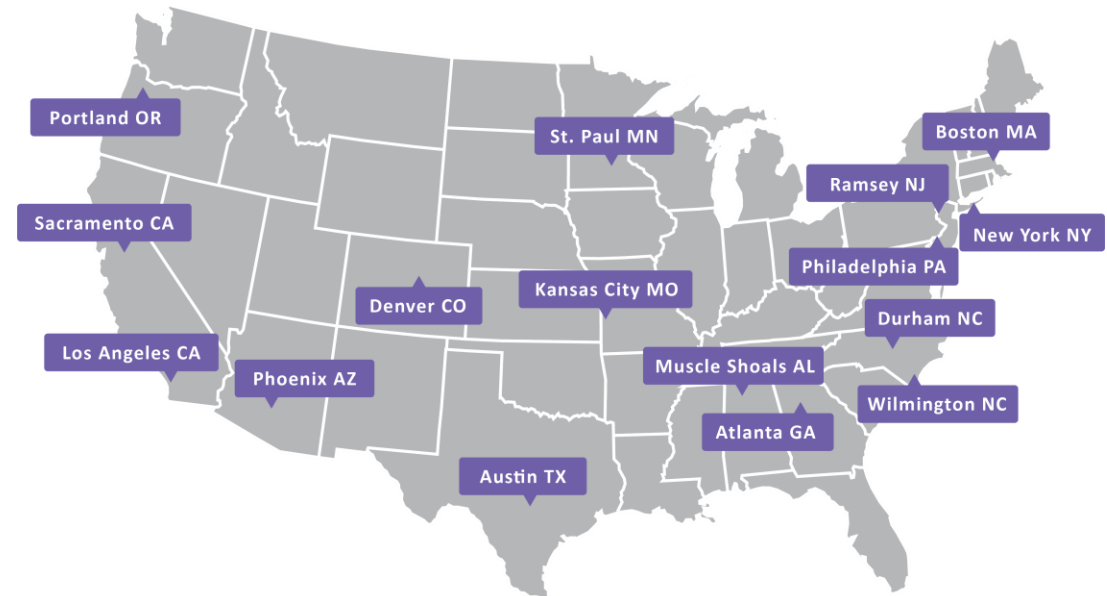
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# Introduction to the firm — Keen Independent Research



- 25-person equity research/consulting firm that has completed more than 200 equity studies since 2011
- National experience conducting internal and external assessments of equity within city and municipal governments
- Extensive community engagement experience, especially with historically marginalized communities
- Local staff and considerable study team experience in California
- Experience with the GARE framework



# Introduction to the firm — Key team members



**Dave Keen (Project Manager)**  
Principal

*Years of experience: 30+*

**Relevant experience:**

- Orange County Transportation Authority DEI Strategy
- Metropolitan Water District of Southern California DEI
- Downtown San Diego Partnership Contract Equity Analysis and Supplier Diversity Program Equity
- California Department of Transportation Disparity
- North County Transit District Equity Assessment
- Santa Clara County Parks and Recreation Equity Assessment



**Dr. Nicole Yates (Project Expeditor)**  
Senior Consultant

*Years of experience: 10*

**Relevant experience:**

- San Diego Metropolitan Transit System Equity Assessment
- North County Transit District Equity Assessment
- Santa Clara County Parks and Recreation Equity Assessment
- City of Corona, CA Market Analysis and Community Engagement
- Los Angeles Unified School District Program Design
- City of Lancaster Entertainment and Community Engagement
- City of Milwaukie, OR DEI Strategic Plan

# Project overview

## What is a racial equity action plan?

- Roadmap for integrating racial equity into all facets of City operations and service delivery
- Recommendations designed to improve outcomes for diverse residents and staff of Culver City

## Goals

- Produce a customized, realistic REAP based on input from staff and the community (particularly those who have been historically marginalized)
- Provide leadership with the tools and support needed to implement customized, evidence-based recommendations
- Ensure that the process is inclusive and respectful of all opinions



# Phase I progress

- Study website, phone number, email address
- Review of policies, programs and procedures
  - Over 5,000 pages of documents reviewed
  - Categories include budgets, workplace policies, public safety, other City reports (e.g., General Plan 2045, Historical Context study) and previous GARE cohort work products
  - Initial suggestions on improvement of equity
- Workforce analysis
  - Race and gender of current workforce, hires, promotions and separations
  - Initial suggestions on areas the City may consider monitoring

**Culver CITY**

**DISCRIMINATION,  
HARASSMENT, AND  
RETALIATION  
COMPLAINTS**

Dana Anderson, Director  
Human Resources Department  
9770 Culver Blvd,  
Culver City, CA 90232  
(310) 253-5640




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**General  
Plan 2045**  
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Final Plan **Picture**  
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**Culver City Racial Equity Action Plan**



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# Phase I progress (continued)

- Stakeholder engagement
  - Preliminary visioning session with department leadership
  - Initial input on highest priorities and desired outcomes from Ad Hoc Equity Committee
  - Meeting with EHRAC and collection of initial input into plan
  - Interviews/listening sessions with staff members, including GARE participants
  - Virtual workshop survey for all staff to provide input into plan
  
- Phase I findings to be presented to City Council in early 2025



# Phase II scope

## Goals for Phase II

- Conduct robust community engagement that meets people where they are
- Prioritize collecting input from members of historically marginalized communities
- Leverage existing City relationships with community organizations and build new ones
- Develop a plan that is reflective of Culver City staff and community



## Project tasks

- Community engagement
  - Virtual workshop survey
  - Advisory group of community organizations
  - Attendance at community events and public meetings
- Development of full REAP built from both internal and external assessments
- Implementation support
  - Information session with leadership
  - Capacity-building sessions with staff
  - Supporting resources as needed (infographics, charts, slide decks, etc.)



# Phase II fees

Tasks and Subtasks	David Keen, Principal	Annette Humm Keen, Principal	Keen Independent Senior Consultants	Keen Independent Consultants	Keen Independent Research Assistants	Total Hours by Task	Total Cost by Task
<b>Hourly rates</b>	\$ 375	\$ 275	\$ 185	\$ 160	\$ 120		
<b>6. Community engagement</b>							
<i>Professional Time</i>	12	8	52	20	24	116	\$ 22,400
<i>Expenses (travel, local mileage)</i>							\$ -
<b>TOTAL</b>	\$ 4,500	\$ 2,200	\$ 9,620	\$ 3,200	\$ 2,880		\$ 22,400
<b>7. Racial Equity Action Plan (REAP) development</b>							
<i>Professional Time</i>	24	8	40	8	20	100	\$ 22,280
<i>Expenses (travel, local mileage)</i>							\$ -
<b>TOTAL</b>	\$ 9,000	\$ 2,200	\$ 7,400	\$ 1,280	\$ 2,400		\$ 22,280
<b>8. Implementation support</b>							
<i>Professional Time</i>	16	4	36	12	16	84	\$ 17,600
<i>Expenses (travel, local mileage)</i>	\$ 1,050			\$ 200			\$ 1,250
<b>TOTAL</b>	\$ 7,050	\$ 1,100	\$ 6,660	\$ 2,120	\$ 1,920		\$ 18,850
<b>Total hours by staff</b>	52	20	128	40	60	<b>300</b>	
<b>Total professional fees by staff</b>	\$ 19,500	\$ 5,500	\$ 23,680	\$ 6,400	\$ 7,200		\$ 62,280
<b>Total expenses</b>	\$ 1,050	\$ -	\$ -	\$ 200	\$ -		\$ 1,250
<b>Total for project</b>	\$ 20,550	\$ 5,500	\$ 23,680	\$ 6,600	\$ 7,200		\$ 63,530
<b>Not to exceed total:</b>							\$ 63,530



Thank you!