

DRAFT

Culver City Equity and Human Relations Advisory Committee
Equity and Human Relations Awards Ad Hoc Subcommittee
February 24, 2026

Members of the 2025/2026 Equity and Human Relations Awards Ad Hoc Subcommittee are Haifaa Moammar, Denice Renteria, Rebecca Rona-Tuttle, and Carlos Valverde.

Presentation Date for 2025 Awards Since the inception of the Equity and Human Relations Awards, the presentation has been made in late spring or summer. However, in 2025 the awards presentation was postponed until January 2026. The Awards were presented in Council Chambers, immediately ahead of the Council meeting.

Presentation Date for 2026 Awards In 2026 the mayor and city clerk will determine the date the awards will be presented.

Recommendation Re. Awards Recipients That the categories of awards recipients remain the same as they were in 2025.

Previous timeline: For the previous two years, the nomination period began in early January and ran through March 31st. Ad hoc subcommittee members believe this timeline worked well.

Timeline for 2026: While the Awards ad hoc subcommittee would have liked to maintain the previous schedule, it wasn't possible. A draft of the flyer wasn't presented and approved at an EHRAC meeting ahead of January, and therefore the nomination period could not begin.

Recommendation: That for 2026 only the timeline be as follows:

- A) Marketing of Awards: February 25th to April 12th
- B) Nominations close April 12th.
- C) Ad hoc subcommittee begins to meet after the close of nominations to evaluate nominations
- D) Committee votes at May EHRAC meeting.
- E) Awards are presented on the date the mayor and city clerk select.

Recommendation: That the 2027 the Awards Ad Hoc Subcommittee consider returning to the former timeline as follows:

- A) ERHAC begins promoting the Equity and Human Relations Awards in early January 2027.
- B) Nominations close March 31st
- D) Ad hoc subcommittee begins meeting in early April to evaluate nominations
- E) Committee votes at May meeting.
- F) Awards are presented on the date the mayor and city clerk select.

The above is a recommendation only. The 2027 ad hoc subcommittee may prefer a different timeline.

Previous language on Awards flyer: "Each award recipient will be honored with a medallion by the Culver City City Council during a Council meeting in late spring."

Recommendation: That the flyer language previously used be revised to read “Each award recipient will be honored with a medallion.”

Current language on City website: “Nomination Period for the Equity and Human Relations Award are now open through March 31, 2025!”

Recommendation: That the language be revised to read “The Nomination Period for the Equity and Human Relations Awards Has Begun! The final day to nominate is Sunday, April 12, 2026.

Current language on City website: “Each award recipient will be honored with a medallion by the Culver City City Council during a Council meeting in late spring.”

Recommendation: That the language be revised to read “Each award recipient will be honored with a medallion.

Recommendation: That the remainder of the language on the website, such as the explanation of the awards, the rules and the use of a rubric to score the nominations, remain primarily the same. The Awards ad hoc subcommittee members can collaborate with staff to bring any website language into conformity with the decisions reached tonight.

Process of selecting award recipients during EHRAC meeting: Prior to 2025, the ad hoc subcommittee selected two finalists in each category and wrote summaries of these eight individuals' contributions. At an EHRAC meeting, the members reviewed the summaries, discussed the finalists and voted on which four individuals to honor.

Due to a misunderstanding, no summaries were written ahead of the 2025 meeting. Therefore Member Rona read the eight nominations aloud in their entirety. This made the process time-consuming.

Recommendation: That in 2026 the ad hoc subcommittee return to the process of summarizing the nature and contributions of the eight semi-finalists and including the summaries in its report for the next meeting.

Recommendation: That committee members be encouraged to review the summaries ahead of the meeting in order to keep the selection process relatively brief.

Recommendation: That during the May EHRAC meeting the full body select their preferred Award recipient in each of the four categories, as in previous years.

Update: Recognition Policy: EHRAC has been informed that this year the committee will need to submit to the mayor and city clerk a Council recognition form for each of the individuals we have selected to receive the Equity and Human Relations Awards.

More information about the City Council policy that applies to this award can be found on the City's Council Recognition webpage.

Recommendation: That EHRAC request that City Council present medallions to the recipients during the Council meeting.