

SPECIAL MEETING OF THE
CITY OF CULVER CITY/
WEST LOS ANGELES COLLEGE
LIAISON COMMITTEE
CULVER CITY, CALIFORNIA

May 21, 2018
9:00 a.m.

Call to Order & Roll Call

Dr. James Limbaugh called the special meeting of the City of Culver City/West Los Angeles College Liaison Committee to order at 9:06 a.m. in the Dan Patacchia Room in City Hall.

Present: Thomas Small, Mayor, Culver City*
Göran Eriksson, Council Member, Culver City
James Limbaugh, Ph.D., President, WLAC

*Mayor Small arrived at 9:11 a.m.

Staff: John M. Nachbar, City Manager, Culver City
Iris Ingram, VP of Administrative Services, WLAC
Allison Tom-Miura, Dean of Adult and Continuing Education
Cari Hildebrandt, Director of Westside Extension

Absent: Michelle Long-Coffee, PR Director, WLAC

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Items from Staff and Committee Members:

Dr. James Limbaugh explained the purpose of the meeting to discuss items of mutual interest between West Los Angeles College (WLAC) and the City of Culver City.

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Public Comment for Items NOT on the Agenda

Dr. James Limbaugh invited public input.

No cards were received and no speakers came forward.

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Consent Calendar

Item C-1

Meeting Minutes

MOVED BY COUNCIL MEMBER ERIKSSON, SECONDED BY DR. JAMES LIMBAUGH AND UNANIMOUSLY CARRIED, THAT THE CITY OF CULVER CITY/WEST LOS ANGELES COLLEGE LIAISON COMMITTEE APPROVE MINUTES FOR THE MEETING OF JANUARY 16, 2018 (ABSENT MAYOR SMALL) .

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Continued Items

Dr. James Limbaugh went over the agenda noting that items A-1, A-3, and A-4 would be deferred to a later date, and he added item A-7 to the agenda: Update on Leadership Culver City.

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Action Items

Item A-1

Community Arts Team Visioning

Dr. James Limbaugh indicated that the item would be deferred to a later date.

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Item A-2

Update on Creative Economy Business Visits

Dr. James Limbaugh provided background on the partnership between WLAC and Culver City representatives to facilitate visits with members of the creative economy in Culver City; he discussed the intersection of the desire of the College to evaluate the arts program and the growth of the creative economy; the geographic location of the College; the

Hollywood CPR Film Production program; and visits to two local creative economy businesses.

Mayor Small joined the meeting.

Dr. James Limbaugh reported on visits to the Frame Store and NFL Media; the focus on information gathering; helping the businesses meet workforce needs; providing opportunities to enter into the economy that drives Culver City; and expanding visibility of the College in the community.

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Item A-3

Public Transportation

a. WLAC Student Data

Dr. James Limbaugh requested that the item be tabled until Michelle Long-Coffee could be present.

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Item A-4

Presentations from WLAC

a. Center for Creative Studies

b. Hollywood CPR

Dr. James Limbaugh indicated that faculty had asked that the item be deferred to a later date.

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Item A-5

Internships for WLAC Students

Allison Tom-Miura, Dean of Adult and Continuing Education, introduced the item; indicated that she oversees the College and Career Preparation Division at WLAC noting that they were becoming the gateway to WLAC through the Learning Center which provides tutoring and Learning Support Services; she highlighted the College to Career Program (C2C); discussed

funding from the Department of Rehabilitation to support adults with developmental disabilities; she indicated that services include helping students get into community college, navigate college, and get into a sustainable career; she discussed certificate programs; college readiness; helping students acclimate to going to college and become independent adults; career exploration and training; internships before going into job placement; the partnership with the C2C program; leveraging dollars for paid internships; opportunities on and off campus; and opportunities with Culver City.

Danielle Shepherd, Director of the College to Career (C2C) Program, discussed the origin of the program; work readiness coupled with academic preparation; other colleges with a C2C program in California; providing opportunities for individuals with intellectual developmental disabilities; changing regulations and laws; the internship piece of the program; work study; providing opportunities to learn tangible skills; mirroring on campus programs in the community; small, local businesses that have taken students on for on the job training; competitive, integrated employment opportunities; coordination with Jill Thomsen at the Culver City Senior Center; and internship opportunities with the Culver City Unified School District (CCUSD).

Discussion ensued between staff and Committee Members regarding the number of students served; requirements to be in the program; the contract with the Department of Rehabilitation; formulating individual career paths for each student; work readiness classes; learning soft skills; how to prepare for a job; academic preparation classes based on the identified area of study; identifying skills and aptitudes; aligning with personalities and values; the grant received to build upon the model; expanding the capacity and best practices; creating a streamlined pathway for all students; the partnership with the high school; civic literacy; shifts in adult education; focusing on how to better serve students; wraparound services; increasing retention and completion; goal setting all the way through the process; different types of disabilities; clarification regarding intellectual disabilities; the unique nature of the population; stigma attached to intellectual disabilities; dedication and drive displayed by the students; the range of disabilities; neuro psychological research showing ways to change the brain; day programs; the importance of exercising the brain; the grant to expand the program; mainstreaming students in the Special

Education system; funding for paid internships; the wide range of available opportunities; the number of internships needed; an observation that many people cannot detect the disability; the individualized needs of each person; employer education; disability awareness; accommodations; providing a safe space to disclose the disability; readiness; internships from the High School; connecting those interested in interns with the Human Resources department; matching the person with the work; instances where people with intellectual disabilities can perform more effectively at certain jobs than those without a disability; length of the internship; flexibility; working to meet needs; exploring opportunities with the City; providing an orientation on working with individuals with disabilities; and working to illustrate the value of working with individuals with disabilities and dispel myths and misconceptions.

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Item A-6

Update on the Sound Wall

Dr. James Limbaugh reported that the Sound Study had been completed as part of the Environmental Impact Report (EIR) and submitted to legal counsel; he discussed the existing settlement agreement; meetings with the neighborhood associations; new construction; putting up a sound wall closer to new construction; routing of construction traffic; jurisdiction over 10100 Jefferson; and district facilitation of the project.

Discussion ensued between staff and Committee Members regarding communication with the Homeowner Associations; agreement from WLAC for continued updates; the timeline; working to create a process amicable to all concerned parties; and comments on the sound wall posted on the unofficial Culver City Facebook page.

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The following item was added to the agenda:

Item A-7

Update on Leadership Culver City

Dr. James Limbaugh reported that he, Council Member Eriksson and Allison Tom-Miura were part of the organizing committee for Leadership Culver City, a program in civic literacy open to any individual living or working in Culver City with a focus on providing individuals an opportunity to engage in issues, opportunities and challenges facing Culver City in eight monthly sessions focused on creating a livable, sustainable Culver City for the next century.

Discussion ensued between staff and Committee Members regarding topics covered in the eight sessions; recruitment; advertising; costs; the training facilitator; different hosts and locations; guest speakers; the learning process; creating a personal action plan; response so far; the focus on invested stakeholders; the joint project between Culver City, the Chamber of Commerce, West LA College, the Exchange Club and the Center for Non-Profit Management; the availability of grants to offset some of the costs; participation in the credit program; an observation that the City works on similar issues and that the topics addressed in the program are covered by the General Plan; economic development; encouragement for program participants to get the most current and real information; and the importance of being aware of what is actually going on.

Dr. James Limbaugh provided an update on construction of the Teen Technology Learning Center; he discussed demolition; length of construction; the four story building focused on business and computer science; landscaping; changes to surrounding areas accompanying the construction; construction of the Diane Watson Center for Film Production; the timeline; planning for the project in the center of campus; replacement of the library and other structures with a single large signature building; reductions to square footage and increases to green and public space; the 50th Anniversary celebration; agreement by the Exchange Club to make the 50th Anniversary celebration the set piece of the fireworks show; he reported that WLAC had made enrollment and was financially sound; he discussed expanded services for Dreamer students; expansion of the Veterans Center; and he was pleased with the partnership between the City and the College.

Cari Hildebrandt, Director of Westside Extension, discussed engaging with members of the community who are not served by the credit and noncredit parts of the program; class fees; classes for small business; and she indicated that brochures for summer had been mailed out.

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Items from Members - Including Future Discussion Items

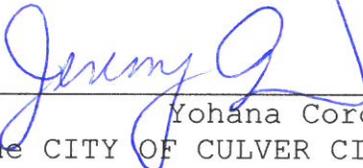
None.

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Adjournment

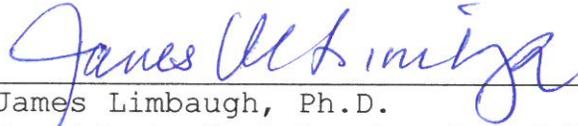
There being no further business, at 10:03 a.m., the City of Culver City/West Los Angeles College Liaison Committee adjourned to Tuesday, July 10, 2018 at 4:00 P.M.

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Yohana Coronel
SECRETARY of the CITY OF CULVER CITY/WEST LOS ANGELES COLLEGE
LIAISON COMMITTEE

APPROVED July 10, 2018



James Limbaugh, Ph.D.
President, West Los Angeles College
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 Green
CITY CLERK

11 JULY 2018

Date