

OFFICIAL MINUTES 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 24, 2021  
7:00 P.M.

**Call To Order & Roll Call**

Chair Rona called the regular meeting of the Culver City Equity and Human Relations Advisory Committee to order at 7:00 P.M. via WebEx.

**Members Present:** Rebecca Rona, Chair  
Carlos Valverde, Vice Chair  
Samia Bano, Member  
Michelle Dennis, Member\*  
Anissa Di Vincente, Member  
London McBride, Member\*\*  
Lizbeth Mendez, Member\*\*\*  
Haifaa Moammar, Member  
Jared Morgan, Member

\*Member Dennis exited the meeting at 7:42 P.M.  
and rejoined at 9:05 P.M.

\*\*Member McBride joined the meeting at 7:19 P.M.

\*\*\*Member Mendez exited the meeting at 8:56 P.M.

**Staff Present:** Walter Castillo, Human Resources and Equity  
Manager  
Serena Wright-Black, Assistant City Manager  
Lisa Vidra, Senior Deputy City Attorney  
Stephanie Condran, Human Resources Analyst

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**Pledge of Allegiance**

Member Morgan led the Pledge of Allegiance.

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**Items from Committee Members**

Chair Rona indicated that she would provide a list of meeting dates and Committee Members who act as liaisons to other bodies; stated that Committee Member liaisons should encourage everyone to subscribe to alerts and announce upcoming events such as Indigenous Peoples' Day and the Community Contributions Award; she discussed creation of talking points; and provided an update on planned events for Indigenous Peoples' Day.

Vice Chair Valverde discussed symbolic monuments and markers around the City; continued work on projects with a timeline; and the need for guidance from staff on collaboration with the Cultural Affairs Commission.

Member Bano reported attending the August Parks, Recreation and Community Services Commission meeting; discussed the meeting of the Educational Materials Subcommittee; Bystander Intervention Training; and creation of educational materials about the Committee for distribution at Fiesta La Ballona and to go along with EHRAC events.

Member Dennis discussed changes in the use of gender pronouns; implications of survey results from the Trevor Project; and indicated the need to take a break during the meeting.

Member Mendez expressed concern with the situation in Afghanistan and sent prayers to those involved with the transition.

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**Public Comment - Items NOT On the Agenda**

Chair Rona discussed procedures for making public comment.

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

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**Receipt of Correspondence**

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

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**Consent Calendar Items**

Item C-1

**Approval of Minutes for the Regular Meeting of July 27, 2021**

Member Di Vincinte indicated that her name had been omitted from the motion to serve on the Educational Materials Subcommittee on page 5.

Vice Chair Valverde received clarification regarding those Members who abstained from voting on the minutes from the June meeting.

Member Moammar asked that wording on page 2 be changed to indicate that she "...thanked Cicely Bingener for her work noting that she would like us to send recognition", not that she would be sending it.

Member Mendez asked that her name be corrected on page 2 to be spelled Lizbeth, not Lisbeth.

Chair Rona noted that Ms. Mendez's name is misspelled on the cover of the agenda and she proposed accepting the meeting minutes as amended.

Member McBride joined the meeting.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER DI VINCENTE AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF JULY 27, 2021 AS AMENDED.

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**Order of the Agenda**

Action Items were considered in the following order: A-5, A-2, A-1, A-3, A-4

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**Action Items**

Item A-5  
(Out of Sequence)

**(1) Further Discussion of the Report and Recommended Dates from the Public Events Ad Hoc Subcommittee to Finalize the 2021-2022 Public Events Calendar; (2) Determine Next Steps; (3) Provide Further Direction to Staff if Deemed Appropriate**

Chair Rona introduced the item.

Vice Chair Valverde reported that the subcommittee felt that the Listen and Learn event should take place in person; discussed difficulties with finding an appropriate date; useful information that can be gained from a survey to create a stronger, well-organized in-person event; and postponing the event to the next fiscal year.

Member Dennis discussed the date change for the Civil Discourse Workshop; heightened discussion around zoning and land use; ongoing consideration of allocation of resources and operational plans for the police department; benefits of moving the date of the Civil Discourse Workshop forward; providing a tutorial on what civil discourse is; creating a draft of recommended guidelines; the proposed date of December 4; and she noted that the workshop would not be issue-specific, but rather covers general guidelines designed to enhance human relations and facilitate power discussions around equity issues.

Discussion ensued between staff and Committee Members regarding staff agreement that December 4 would be a viable date for the Civil Discourse Workshop; ensuring that the event is within the Committee's Bylaws; the need for guidelines; and additional information in the report from the Civil Discourse Workshop Ad Hoc Subcommittee to be presented at the next meeting.

Member Bano discussed the decision to postpone the Non-Violence Training Workshop to the next fiscal year due to staff workload; the Childhood and Equity Movie Screening planned for March 22; alternative dates; collaboration with

schools; the school schedule; and the need for confirmation by staff.

Chair Rona proposed a motion to accept the proposed schedule to gain buy-in from the Committee before getting confirmation from staff.

MOVED BY MEMBER BANO, SECONDED BY VICE CHAIR VALVERDE AND UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE POSTPONE THE LISTEN AND LEARN PUBLIC EVENT; MOVE THE CIVIL DISCOURSE WORKSHOP TO DECEMBER 4; CREATE THE CHILDHOOD AND EQUITY MOVIE SCREENING ON MARCH 22; AND MOVE THE NON-VIOLENCE TRAINING TO THE NEXT FISCAL YEAR.

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Item A-2  
(Out of Sequence)

**(1) Consideration of the Expansion of the Existing Ad Hoc Subcommittees by Adding Additional Committee Members Thereto; (2) (If Desired) Appoint Members Thereto; and (3) Provide Direction to Staff if Deemed Appropriate**

Chair Rona introduced the item and recommended that the ad hoc subcommittees not have more than three people serving due to difficulty coordinating schedules.

Member Moammar expressed support for adding a Member to the Community Contributions Award Ad Hoc Subcommittee.

Member Dennis reported needing to exit the meeting and asked that another Member be added to the Transgender Day of Remembrance Ad Hoc Subcommittee.

At 7:42 P.M., Member Dennis exited the meeting.

Chair Rona invited interested Members to join the Outreach and Communication Ad Hoc Subcommittee, but no one volunteered, and she reported that the Educational Materials Ad Hoc Subcommittee, the Public Events Ad Hoc Subcommittee and the Monuments Ad Hoc Subcommittee were all full.

Discussion ensued between staff and Committee Members regarding clarification that although the Listen and Learn event had been deferred, the subcommittee would meet; details regarding the Poverty, Economic Diversity and Equity

Conversation event; clarification that the Childhood and Equity Movie Screening would be held on March 22 and the Asian American Storytelling event would be on May 24; a reminder that Member Dennis could be interested in joining any of the Subcommittees; and Members volunteered to serve on various ad hoc subcommittees.

MOVED BY MEMBER MOAMMAR AND SECONDED BY MEMBER BANO THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE MAKE THE FOLLOWING SUBCOMMITTEE APPOINTMENTS:

ASIAN AMERICAN STORY TELLING AD HOC SUBCOMMITTEE: MEMBERS DI VINCENTE AND MOAMMAR

CHILDHOOD AND EQUITY MOVIE SCREENING AD HOC SUBCOMMITTEE: MEMBERS DI VINCENTE AND MOAMMAR

CIVIL DISCOURSE WORKSHOP AD HOC SUBCOMMITTEE: MEMBERS DI VINCENTE AND MCBRIDE

INDIGENOUS PEOPLES' DAY AD HOC SUBCOMMITTEE: MEMBER MOAMMAR

LISTEN AND LEARN AD HOC SUBCOMMITTEE: MEMBERS MCBRIDE AND MENDEZ

NONVIOLENCE WORKSHOP AD HOC SUBCOMMITTEE: MEMBER MCBRIDE

POVERTY, ECONOMIC DIVERSITY AND EQUITY CONVERSATION AD HOC SUBCOMMITTEE: MEMBERS MENDEZ AND MORGAN

TRANSGENDER NATIONAL DAY OF REMEMBRANCE AD HOC SUBCOMMITTEE: MEMBER MORGAN

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, DI VINCENTE, MCBRIDE, MENDEZ, MOAMMAR,  
MORGAN, RONA, VALVERDE  
NOES: NONE  
ABSENT: DENNIS

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Item A-1  
(Out of Sequence)

**(1) Discussion of Virtual Meetings Versus In-Person Meetings  
and (2) Determination of Future Meeting Formats Once  
Permitted to Meet in Person by the City**

Walter Castillo, Human Resources and Equity Manager, indicated that staff was seeking input as to whether the Committee wanted to meet in person or continue on Webex if and when the City Manager allows in-person meetings.

Discussion ensued between staff and Committee Members regarding the inability of Commissions, Boards and Committees to use a hybrid model; vaccination status; the Delta variant; the mask mandate; social distancing; clarification that all Members would have to agree in order to meet in person when it is allowed; concern with putting staff and the public at risk; support for continuing online; those with at-risk individuals in their households; and the feeling that the meetings should stay virtual until things are better.

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Item A-3  
(Out of Sequence)

**(1) Discussion of the Report from the Community Contributions Ad Hoc Subcommittee on Talking Points for EHRAC'S Community Contributions Award for Committee Members to Use When Soliciting Nominations for the Award; (2) Provide Direction to Staff if Deemed Appropriate**

Member Moammar reported on the meeting of the Community Contributions Ad Hoc Subcommittee; discussed the medallion; and the talking points formulated by the Subcommittee.

Discussion ensued between staff and Committee Members regarding the talking points; attributes of the award recipients; timing; agreement to change the date for the honorees to receive the medallions to May; selection of the nominees at the March meeting; meeting schedule; the start date for nominations; whether a special meeting could be held in September; clarification that the form is available and ready to go online; the medallion; a suggestion that the Subcommittee discuss having each award be in memory of someone valued by the Committee; the need for memorial award

suggestions to go through staff; crafting a letter indicating that one has been chosen as a recipient; the student award; the evolving process; clarification that the deadline for submission should be December 31; and the length of time between the deadline for nominations and when the honorees are selected.

MOVED BY MEMBER MOAMMAR AND SECONDED BY MEMBER DI VINCENTE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE ACCEPT THE TALKING POINTS FOR THE COMMUNITY CONTRIBUTIONS AWARD AS PRESENTED WITH THE FINAL SUBMISSION DATE CHANGED TO DECEMBER 31.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, DI VINCENTE, MCBRIDE, MENDEZ, MOAMMAR,  
MORGAN, RONA, VALVERDE  
NOES: NONE  
ABSENT: DENNIS

Additional discussion ensued between staff and Committee Members regarding groups excluded from being able to make nominations; bias; and clarification that Committee Members would not be able to make nominations.

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Item A-4

**(1) Further Discussion of the Report from the Outreach and Communications Ad Hoc Subcommittee Regarding Webpage Requests in Response to Feedback from Staff; (2) Determine Next Steps; and (3) Provide Further Direction to Staff if Deemed Appropriate**

Chair Rona discussed the work of the Outreach and Communications Ad Hoc Subcommittee; the Committee webpage and City website; length of the process; and recent staff response to the pared down requests.

Vice Chair Valverde read the requests of the Ad Hoc Subcommittee and staff responses to those requests.

Chair Rona discussed the inability to have the page translated; the Race and Equity page; appreciation to staff for their agreement to certain requests and for the work put into the process; further work that is needed; recommended

revisions with the intent to achieve equity; the intent to make it easier for the public to communicate with Committee Members; providing a greater understanding of what the Committee does and its purpose; humanizing the volunteers on all committees, Boards and Commissions and making them more approachable; use of the website as a tool to increase equity; and creation of a proposal by the Subcommittee to be presented to the Committee and then to the City Council.

Vice Chair Valverde discussed appreciation to staff for the changes made; working for the benefit of the entire City; the charge to make recommendations to the City Council; providing access to everyone; the difficulty of making progress due to the status quo and systems in place; placing an emphasis on making additional improvements; and he expressed agreement with previous comments made by Chair Rona.

Discussion ensued between staff and Committee Members regarding support for promoting better human relations; the language issue as an equity issue; a suggestion to have staff translate information into Spanish; the need to acknowledge the majority in the state; and concern with history repeating itself.

Member Mendez offered to help with translating anything into Spanish.

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#### **Public Comment - Items NOT On the Agenda**

Chair Rona 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**

Responding to an inquiry from Chair Rona, Lisa Vidra, Senior Deputy City Attorney, discussed differences between in-person meetings and online meetings; the difficulty of determining consensus when requesting items to be placed on a future agenda with online meetings; the determination that an item requested to be placed on a future agenda include a roll call

to determine support; and providing consistency for the minutes.

Member Mendez exited the meeting.

Vice Chair Valverde wanted to invite the Diversity, Equity and Inclusion Team to present an overview of the work being done at the High School; discussed the new emphasis on equity; development of affinity groups; goals of the affinity groups; collaboration; support; and networking.

All Committee Members present expressed support for agendaizing a presentation by the High School Diversity, Equity and Inclusion Team as an Action Item.

Discussion ensued between staff and Committee Members regarding reports from ad hoc subcommittees; the Educational Materials Ad Hoc Subcommittee; materials providing information about the Committee to be distributed at Fiesta La Ballona; ways to expedite the process; the need for a special meeting in September; and other items that could be considered at a September meeting.

Member Dennis rejoined the meeting at 9:05 P.M.

Additional discussion ensued between staff and Committee Members regarding having an Equity and Human Relations Advisory Committee booth at Fiesta La Ballona; materials provided to the City Manager's Office for inclusion in the City booth; clarification that there has not been an instance where a particular Commission, Board or Committee had their own booth; lack of staff resources available to hold a September meeting; the timeline to create materials; materials for the Civil Discourse Workshop; creation of the Bystander Intervention and materials about the EHRAC in time for Fiesta La Ballona; staff agreement to work with the Chair and the Subcommittee to create a flyer of forthcoming events; providing a Spanish version of the flyer; the deadline to provide a Listen and Learn Survey for the City table one week prior to Fiesta; staff agreement to review questions with the subcommittee; volunteers added to subcommittees; and agreement that reports from the Poverty, Economic Diversity and Equity Ad Hoc Subcommittee, the Childhood and Equity Movie Screening Ad Hoc Subcommittee and the Asian American Story Telling Ad Hoc Subcommittee would wait for the January meeting.

Committee consensus was achieved to agendaize a presentation of the medallion images in October and report from the Community Contributions Subcommittee as well as a report from the Transgender Day of Remembrance Subcommittee, a report from the Educational Materials Subcommittee, a report from the Civil Discourse Subcommittee, a report from the Historical Monuments Subcommittee, and a report from the Outreach and Communications Ad Hoc Subcommittee.

Chair Rona reminded everyone that the Indigenous Peoples' Day event would be held on October 12.

Member Moammar announced National Hispanic Heritage Month from September 15 to October 15.

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**Items from Staff**

None.

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**Adjournment**

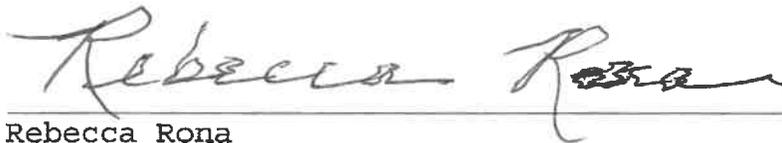
There being no further business, at 8:29 P.M., the Equity and Human Relations Advisory Committee adjourned to Tuesday, October 26, 2021.

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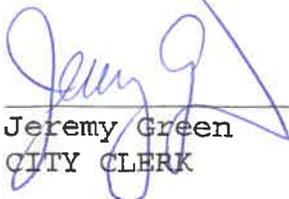
Walter Castillo  
SECRETARY of the Culver City Equity and Human Relations  
Advisory Committee  
Culver City, California

APPROVED



Rebecca Rona  
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 Green  
CITY CLERK

29 NOV 2021  
Date