

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
CULVER CITY EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE

SPECIAL MEETING OF THE
CULVER CITY EQUITY AND
HUMAN RELATIONS ADVISORY COMMITTEE
CULVER CITY, CALIFORNIA

August 22, 2023
7:00 P.M.

Call To Order & Roll Call

Chair Valverde called the special meeting of the Culver City Equity and Human Relations Advisory Committee to order at 7:00 P.M. in the Dan Patacchia Room.

Members Present: Carlos Valverde, Chair
Samia Bano, Vice Chair
Jezenia Aguirre, Member
Haifaa Moammar, Member
Denice Renteria, Member
Rebecca Rona-Tuttle, Member

Absent: London McBride, Member
Ayla Moses, Member
Ifunanyachukwu Nweke, Member

Staff Present: Michelle Hamilton, Senior Human Resources and Equity Manager
Janee Prieto, Human Resources Technician
Jeanine Houchin, Management Analyst
Lisa Vidra, Assistant City Attorney

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Pledge of Allegiance

Chair Valverde led the Pledge of Allegiance.

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The following item was considered out of sequence:

Action Items

Item A-1

Receive and File Updated Report from the Architectural Resources Group (ARG) to the Equity and Human Relations Advisory Committee regarding the Historical Context Study

Andrew Goodrich, Architectural Resources Group (ARG), provided background on the organization; presented an overview of the Culver City Historical Context Study; discussed the purpose of the presentation and the study; included topics; study usage; the project schedule; research; local advocates and historians; source materials; outreach; the preliminary draft; the racial and cultural history of Culver City; public and private sector policies that worked to discriminate; and next steps.

Discussion ensued between Mr. Goodrich, staff and Committee Members regarding appreciation for the work done; outreach; conclusion of data collection in September; outreach to those without the internet; word of mouth; common threads; the legacy of restrictive covenants; relationships between law enforcement and communities of color; amount of discrimination reported; treatment of Tongvans; discriminatory practices against Jewish people; acceptance of input from former residents; separate reports submitted for each incident; work with the Historical Society; submission of additional information to the consultants; and contact information.

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Items from Members/Staff

Member Rona shared the proclamation issued on antisemitism by the City Council; reported on resident comment about adoption of a definition of antisemitism; the need for a Committee discussion of the Indigenous Peoples' Day Celebration; and subcommittee consideration.

Discussion ensued between staff and Committee Members regarding timing; types of potential celebrations; ability of the subcommittee to share recommendations with the full Committee; holding potential dates for the event based on the

subcommittee report; and Committee consensus needed to place the item on the September agenda for a full discussion.

Michelle Hamilton, Senior Human Resources and Equity Manager, reminded Committee Members to check their email weekly; noted email sent to Committee Members about the kiosks; discussed ensuring that email is functional and Members are able to access their email; the inability of staff to share Member phone numbers; Member attendance of community meetings for the kiosk; the inability for the EHRAC to have a booth at Fiesta La Ballona; information provided on the Historical Context Study and Civil Discourse Guidelines at the City table; providing a flier with a QR code to direct people to the EHRAC page; and submission of the biannual report and work plan to the City Clerk for approval by the City Council.

Jeanine Houchin, Management Analyst, reported on outreach efforts and she presented a schedule of efforts by staff and the Chair.

Discussion ensued between staff and Committee Members regarding social media outreach; contact numbers and information; color coding and highlighted dates; dates that reports are due; making reports available before the meeting between staff and the Chair; providing an overall view of what goes into each meeting agenda; clarification that ad hoc subcommittee reports should go through staff, not the Chair unless they are a member of the subcommittee; and reports that miss the deadline and cannot be placed on the agenda.

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Order of the Agenda

Item A-1 was heard after the Pledge of Allegiance, Items from Members/Staff was heard after Item A-1 and again before Adjournment; a recess was taken during Item A-2; and Receipt of Correspondence was considered after the second opportunity for Public Comment - Items Not on the Agenda.

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Consent Calendar Items

Item C-1

**Approval of Minutes from the July 25, 2023, Regular Meeting;
and (2) Distribution of the Approved Minutes from the June
27, 2023, Regular Meeting as Corrected on July 25, 2023**

Discussion ensued between staff and Committee Members regarding clarification about budgeting mentioned in paragraph 1 on Page 8 as being related to kiosks; transcription of minutes from a recording; the ability of the Committee to listen to the recording; clarification regarding a reference to race relations in the motion on page 8; a suggestion to add the word event after race relations to clarify; and a correction to the time of adjournment.

THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVED MINUTES FOR THE REGULAR MEETING OF JULY 25, 2023 AS CORRECTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVED MINUTES FOR THE REGULAR MEETING OF JUNE 27, 2023 AS CORRECTED ON JULY 25, 2023.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

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Item A-2

Discussion and Report from the Latino Heritage Month Event Ad Hoc Subcommittee of Latino Heritage Month Celebration Event Dates and Plan; and (2) Consider Approval of the Report's Recommendations, Including Selecting a Date and Location, and Determine Next Steps; and (3) Provide Direction To Staff if Deemed Appropriate

Chair Valverde indicated submitting two reports from the Latino Heritage Ad Hoc Subcommittee with a request that the event take place on a Saturday; discussed location choices; food provided; holding a celebratory event; providing a marketplace feel with vendors, artists, and food trucks; programming; including an informational table from the Culver City Historical Society; providing a regional dance demonstration; remarks made by local dignitaries, members of the public, or the Committee; entertainment; use of a banner; City sponsorship; volunteers; service learning opportunities; supplies; electricity; the sound system; tables, chairs, and decorations; experienced organizers on the subcommittee; funding; donations; challenges with Saturday events; the alternative plan to have an event similar to the one held last year at the Senior Center; other potential locations; and concern that the public impact would be diminished if the event is held on a Tuesday.

Discussion ensued between staff and Committee Members regarding communication with performers already in process; location; insurance requirements; Committee budget; the bylaws that indicate events are limited to meeting days; the Hate Crimes Study; combining events to enhance the draw; exceptions to the bylaws; events held at City Hall vs. at The Steps; denial for the proposed event; staffing considerations; the Special Event Permit process; the importance of keeping events in alignment with the meeting; the exception made for the Paper Tigers event; vetting and feedback received by staff; opposition to pairing the Latino Heritage Celebration with the Hate Crimes Study event; potential dates; the ability to call a special meeting on a weekday; staff availability; confirmation of the speaker for September 26; other staff duties in addition to DEI (Diversity, Equity and Inclusion); other City events taking place in October; holding the two events in a separate room on the same day; concern with the two events taking place at the same time; people who would want to attend both events; staff duties related to putting on events; clarification that there would not be two EHRAC meetings held in the same month; allowing flexibility for staff; location; having a backup date if the Senior Center is available; holding a Hate Crimes Report event vs. a celebratory Latino Heritage Event; marketing; the need to create the Latino Heritage Month Ad Hoc Subcommittee before the July meeting; allowing for sufficient planning to hold quality events; the biannual report; focusing on shaping impactful policy; the importance of the hate crimes discussion; discrimination and harassment;

educating and inspiring the EHRAC and the community; concerns with holding one event after another;; timing of the work plan; special approval of the last Latino Heritage event because it was not in the work plan; ensuring timely information is available; timely submission of items to the City Clerk and the City Council; focusing on what the City can say that makes an impact on the community rather than holding events; other events that were accomplished in a short period of time in the past; the ad hoc subcommittee; recommending policy related to Latinos and culture; the feeling that the event could be accomplished in a short period of time; and changing the date from October 24 to October 10 with the alternate plan of holding the event at the Senior Center and discussion of adding an educational component by the subcommittee.

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Recess/Reconvene

THE EQUITY AND HUMAN RELATIONS ADVISOTRY COMMITTEE MOVED TO TAKE A SEVEN MINUTE RECESS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

The Equity and Human Relations Advisory Committee recessed from 9:00 P.M. to 9:07 P.M.

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Item A-2
(Continued)

Discussion and Report from the Latino Heritage Month Event Ad Hoc Subcommittee of Latino Heritage Month Celebration Event Dates and Plan; and (2) Consider Approval Of The Report's Recommendations, Including Selecting a Date and Location, and Determine Next Steps; and (3) Provide Direction To Staff if Deemed Appropriate

Additional discussion ensued between staff and Committee Members regarding clarification that the Hate Crimes event is a City event, not an EHRAC event; holding the separate

EHRAC event after the City event to capture the audience; ensuring the timing of the events does not overlap; interest expressed by the EHRAC in the Hate Crimes Report; moving forward with race relations conversations referenced by a Council Member at a City Council meeting; development of policy around things occurring in the City; statistics; examination of what is going on in the City; clarification that the EHRAC did not vote to hold the event, nor was it planned by a subcommittee; events brought forward by staff; the Martin Luther King Jr. event; the advisory nature of the body; working collaboratively to move equity initiatives forward; and alignment with the scope of the EHRAC.

Chair Valverde moved to change the October 24, 2023 meeting date to October 10, 2023 for the independent Latino Heritage Month Celebration contingent upon location availability and if that is not possible, hold the event at the September 26, 2023 meeting with an educational component added to the list of programming that the ad hoc subcommittee is working toward.

Further discussion ensued between staff and Committee Members regarding holding separate events at separate locations; concern that the event would not be held; and references made to staff efforts required for events.

Member Rona proposed an amendment to the motion to move the date from October 24, 2023 to October 10, 2023 and not include the option for the event to be held on September 26, 2023.

Chair Valverde accepted the amendment.

MOVED BY CHAIR VALRVERDE AND SECONDED BY MEMBER RONA THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE CHANGE THE OCTOBER 24, 2023 MEETING TO OCTOBER 10, 2023 CONTINGENT UPON LOCATION AVAILABILITY.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

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(1) Review of the Equity and Human Relations Advisory Committee's Current Ad Hoc Subcommittees as of the July 25, 2023, Regular Meeting; and (2) Discuss if There is a Need to Add Additional EHRAC Members to Existing Ad Hoc Subcommittees; and/or (3) Form New Ad Hoc Subcommittees for Projects or Events for FY 2023-24, as Deemed Appropriate; and (4) Appointment of Members Thereto

Discussion ensued between staff and Committee Members regarding number of people that can serve on any subcommittee; agreement to add Vice Chair Bano to the Indigenous Peoples' Day Celebration Ad Hoc Subcommittee; the inability to add people who are not present at the meeting; dissolved subcommittees; forming new subcommittees to address topics on the work plan; the four events planned for the 2023-2024 fiscal year; creation of an Ad Hoc Budget Subcommittee; agreement that the Outreach Communications Ad Hoc Subcommittee, Equity Awards Ad Hoc Subcommittee, and Latino Heritage Ad Hoc Subcommittee were fine; additional consideration of the Ad Hoc Educational Materials Subcommittee and Ad Hoc Diversity Awareness Project Subcommittee at a meeting where all Members could be present; clarification on the mission of the Ad Hoc Budget Subcommittee; overlapping duties between the Ad Hoc Public Events Subcommittee and the Ad Hoc Budget Subcommittee; clarification that two subcommittees cannot work together unless they contain the same people; ensuring that the Public Events and Budget Ad Hoc Subcommittees have the same members; creation of subcommittees for the Courageous Conversations Workshop and the Race Relations event; combining Race Relations with the Courageous Conversations Ad Hoc Subcommittee; working to involve more Members; proposed event dates; whether the Courageous Conversation could be about Race Relations; leaving room for absent Members; and the ability of people to withdraw to make room for others.

MOVED BY CHAIR VALVERDE AND SECONDED BY VICE CHAIR BANO THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE:

1. APPOINT VICE CHAIR BANO TO THE AD HOC INDIGENOUS PEOPLES' DAY CELEBRATION SUBCOMMITTEE; AND,

2. CREATE THE AD HOC BUDGET SUBCOMMITTEE FOR FISCAL YEAR 2024-2025 AND APPOINT CHAIR VALVERDE AND MEMBERS AGUIRRE, MOAMMAR AND RONA THERETO; AND,

3. CREATE THE AD HOC PUBLIC EVENTS PROGRAMMING SUBCOMMITTEE FOR FISCAL YEAR 2024-2025 AND APPOINT CHAIR VALVERDE AND MEMBERS AGUIRRE, MOAMMAR AND RONA THERETO; AND,

4. CREATE THE AD HOC COURAGEOUS CONVERSATIONS SUBCOMMITTEE AND APPOINT VICE CHAIR BANO AND MEMBERS RENTERIA AND RONA THERETO; AND,

6. CREATE THE AD HOC RACE RELATIONS EVENT SUBCOMMITTEE AND APPOINT CHAIR VALVERDE, VICE CHAIR BANO AND MEMBER MOAMMAR THERETO.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE

NOES NONE

ABSENT: MCBRIDE, MOSES, NWEKE

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Item A-4

Receive Report from City Staff regarding the Los Angeles County Human Relations 2023 Hate Crimes Report Presentation Tentatively Slated for September 26, 2023, at 6:00 P.M. at the Culver City Senior Center 4095 Overland Ave, Culver City, Ca. 90232; and (2) If So Desired, Approve a Special Meeting for September 26, 2023

Discussion ensued between staff and Committee Members regarding whether to hold a special meeting in conjunction of the event; clarification that unless the event is classified as a special meeting; more than a quorum of the EHRAC would not be able to participate in the discussion; the ability to have an EHRAC meeting with an agenda after the event; regular EHRAC meetings 4 times per year; special meetings held that end up happening almost every month; suggested start times; and determination of the agenda.

MOVED BY CHAIR VALVERDE AND SECONDED BY VICE CHAIR BANO THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: HOLD A SPECIAL MEETING AT 6:00 P.M. ON SEPTEMBER 26, 2023 AT THE CULVER CITY SENIOR CENTER.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

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Item A-5

Review and Discuss the Report and Recommendations in the Event Checklist Submitted by the Communications and Outreach Ad Hoc Subcommittee; (2) (if desired) Provide Further Direction to the Communications and Outreach Ad Hoc Subcommittee to Develop Additional Information on Events Logistics, Marketing, Event Media Kit, and Participation Improvement Checklist; and (3) Provide Direction to Staff as Deemed Appropriate

Vice Chair Bano discussed improving the quality of the events held; planning logistics; marketing; advertising; increasing turnouts; brainstorming a list for any ad hoc subcommittee to consider when planning and executing an event; designation of a subcommittee leader; and the need for feedback from the EHRAC on the checklist.

Discussion ensued between staff and Committee Members regarding creation of a tool to help future EHRAC Members and other Committees, Boards, and Commissions (CBCs); working with partner organizations; outreach methods; creating a marketing schedule; the pre-event section; best practices; creating a timeline for the planning of the event; and a suggestion to organize the information into a useful chart format.

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Item A-6

Discussion: Consideration of Moving the Equity and Human Relations Advisory Committee's (EHRAC) Regular Meetings from the Fourth Tuesday of the Month to the First or Third Tuesday of the Month if Feasible; and (2) (if desired) Direct Staff to Bring Back Amended Bylaws Reflecting the Meeting Change for Recommendation to the City Council

Discussion ensued between staff and Committee Members regarding conflicts with other CBC meetings; alternative days; School Board meetings; and additional discussion at a future meeting after staff has an opportunity to research.

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Public Comment - Items NOT On the Agenda (Continued)

Chair Valverde invited public comment.

Michelle Hamilton, Senior Human Resources and Equity Manager, indicated no requests to speak.

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Receipt of Correspondence

Michelle Hamilton, Senior Human Resources and Equity Manager, indicated that no correspondence had been received.

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Items from Equity and Human Relations Advisory Committee Members

Discussion ensued between staff and Committee Members regarding keeping the agenda short at the special meeting in September; the need to address the Indigenous Peoples' Day Celebration event; agreement to receive an update on the Latino Heritage event; elimination of the Ageism event when certain events were cut for the year; the kiosks; clarification on the goal of a proposed agenda item to receive an update on content from the Diversity Awareness Projects Ad Hoc Subcommittee; ensuring that the discussion is contained and relevant; tying the feedback from the community discussion to diversity awareness; content dependent on the interface of the kiosk; purview of the subcommittee; the PRA filed; staff distribution of information to the EHRAC; collaboration with other departments; the need to obtain permission to use the kiosks; phases as the project moves forward; City control of information contained on the kiosk; the schedule for upcoming meetings; Transgender Day of Remembrance; agendaizing items for the November item at the September meeting; and revisiting subcommittees on the agenda for the September meeting.

MOVED BY CHAIR VALVERDE AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE AGENDIZE THE FOLLOWING ITEMS FOR THE SPECIAL MEETING OF SEPTEMBER 26, 2023:

1. RECEIVE A REPORT FROM THE LATINO HERTIAGE MONTH AD HOC SUBCOMMITTEE; AND,
2. RECEIVE A REPORT FROM THE DIVERSITY AWARENESS UPDATE AD HOC SUBCOMMITTEE; AND,
2. RECEIVE A REPORT FROM THE INDIGENOUS PEOPLES' DAY CELEBRATION AD HOC SUBCOMMITTEE; AND,
3. POPULATE SUBCOMMITTEES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

Member Renteria reported that the Historical Society would be open during Fiesta La Ballona and she invited anyone interested to come by.

Discussion ensued between staff and Committee Members regarding lack of space at the City table for EHRAC Members to try to promote the Historical Context Study at Fiesta La Ballona; available pamphlets; the rotation of City staff; the presence of City Council and executive staff at the table; concern that no one would be available to explain the Study; QR Codes available; Committee Members who attend the Fiesta La Ballona and encourage engagement; sharing of information regarding the Historical Context Study; outreach methods; previous presentations and sharing of information; and updates provided.

MOVED BY MEMBER RONA AND SECONDED BY CHAIR VALVERDE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE ADJOURN IN MEMORY OF THOSE KILLED IN THE MAUI FIRES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: AGUIRRE, BANO, MOAMMAR, RENTERIA, RONA, VALVERDE
NOES NONE
ABSENT: MCBRIDE, MOSES, NWEKE

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Adjournment

There being no further business, at 10:09 P.M., the Equity and Human Relations Advisory Committee adjourned in memory of those killed in the Maui fires to a special meeting on September 26, 2023.

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Dana Anderson
SECRETARY of the Culver City Equity and
Human Relations Advisory Committee
Culver City, California

APPROVED

Carlos Valverde
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 Bocchino
CITY CLERK

Date