

DATE: December 13, 2022

TO: Equity and Human Relations Advisory Committee (EHRAC)

FROM: Ad Hoc Civil Discourse Guidelines Sub Committee (AHCDGSC)

**SUBJECT: Presentation of Civil Discourse Guidelines to City
Boards/Commissions/Committees (B/C/C)**

Background---At its September 2022 meeting, the City Council approved the Civil Discourse Guidelines and directed that the Guidelines be presented to all City B/C/Cs. The AHCDGSC has prepared Talking Points to be used when the Guidelines are presented to City B/C/Cs. Talking Points are attached.

Plan for Presentation of Civil Discourse Guidelines to City B/C/Cs

The AHCDGSC recommends the following plan:

1. Between December 2022 and March 2023, each member of the EHRAC present the Guidelines to the B/C/C for which they are liaison using the Talking Points. A listing of the liaison assignments is attached.
2. EHRAC members contact the Chair of their liaison B/C/C ASAP to request time on an upcoming agenda. Attached is a listing of the contact information for all B/C/Cs.
3. When the presentation has been completed, please notify Michelle Dennis by e-mail at michel3063@aol.com or 310-428-1354 by text.
4. For all EHRAC members who do not have a liaison assignment, an assignment can be made at the December 13, 2022 EHRAC meeting.
5. For all B/C/Cs for which a member has not been assigned, the assignment can be made at the December 13, 2022 meeting.

Recommendation

The EHRAC:

1. Approve the presentation plan set forth above.
2. Make member and/or B/C/C assignments, as appropriate.
3. Authorize members to make the presentations and speak on behalf of the EHRAC.

Submitted by: Michelle Dennis, Rebecca Rona, Anissa Di Vincente, London McBride