

THESE MINUTES ARE NOT OFFICIAL UNTIL 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

March 28, 2023  
7:00 P.M.

**Call To Order & Roll Call**

Chair Valverde called the regular meeting of the Culver City Equity and Human Relations Advisory Committee to order at 7:03 P.M. in the Dan Patacchia Room at City Hall.

**Members Present:** Carlos Valverde, Chair  
Anissa Di Vincente, Vice Chair  
Samia Bano, Member  
Michelle Dennis, Member  
Haifaa Moammar, Member\*  
Rebecca Rona-Tuttle, Member

\*Member Moammar arrived at 7:05 P.M.

**Absent:** Raven Bradley, Member  
London McBride, Member  
Jared Morgan, Member

**Staff Present:** Michele Hamilton, Senior Human Resources and  
Equity Manager  
Helen Chin, Equity Analyst  
Josseline Ponce, Human Resources Technician  
Lisa, Assistant City Attorney

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**Pledge of Allegiance**

Chair Valverde led the Pledge of Allegiance.

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**Items from Members/Staff**

Member Dennis reported that March 31 is National Transgender Visibility Day; discussed the first transgender person to receive a Grammy Award; a Washington Post survey indicating that transitioning individuals were more happy with their lives afterward; a far right commentator that had called for the eradication of transgender people; general pressure on transgender people across the country; and the far right agenda.

Member Rona discussed efforts to ban books in different parts of the country; the budget for the Martin Luther King Jr. celebration; the troubling verbal exchange between the City Manager and the Vice Mayor; and she indicated that Passover was coming.

Member Bano indicated that she was fasting; discussed Easter, Passover, and Ramadan; and she hoped the Committee would be able to agendize a discussion of the recent "Upside of Anger" event.

Member Moammar wished everyone a Happy Ramadan and was looking forward to Passover and Easter.

Chair Valverde discussed the importance of decorum and respect during meetings; read a paragraph regarding disagreements during the natural process of Committee, Board, and Commission (CBC) meetings; he asked that staff check the link to submit comments from the public on a regular basis as it had accidentally been turned off; and he thanked the subcommittee for the "Upside of Anger" event.

Helen Chin, Equity Analyst, thanked everyone for using their City email addresses noting the importance of including Dana Anderson and Michele Hamilton in any correspondence; provided a budget update; discussed complaints received; and the Equity and Human Relations Awards.

Michele Hamilton, Senior Human Resources and Equity Manager, reported that the Martin Luther King Jr. event was agendized for consideration at the April 24, 2023 City Council meeting; she indicated that the request for the EHRAC to meet with the Equity Ad Hoc Committee had been denied; discussed the proposed EHRAC budget presented in February; lack of support for the proposed kiosk installation; collaboration outside of

staff purview; City Council direction; and the recommendation from the Human Resources Director on the proposed work plan.

Discussion ensued between staff and Committee Members regarding City Council consideration; clarification that the item is in the hands of the City Manager; communication with the City Manager; departmental recommendations to the City Manager that are either advanced to the City Council or not; status of items approved by the Committee at the last meeting; clarification on what has been communicated; and assistance from the Budget Subcommittee.

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**Presentation from Architectural Resources Group (ARG) with an Overview of the Historical Context Study**

Helen Chin, Equity Analyst, introduced the presentation.

Elysha Paluszek, Architectural Resources Group (ARG), provided an introduction on the Historical Context Study; discussed the background and experience of ARG; project purpose; and research and outreach.

Discussion ensued between staff and Committee Members regarding timeframe; involvement of the EHRAC throughout the process; clarification that the process is just starting and updates will be provided to the EHRAC in the future; the historical overview; primary research; communication with long term Black and Hispanic families in the City; discriminatory patterns embedded in policies and their impact in Culver City; making translation services and bilingual documents available; the Kunisawa family; outreach to people who no longer live in the City; and regular updates to the Committee.

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

Chair Valverde invited public comment.

Helen Chin, Equity Analyst, indicated that no public comment had been received for Items NOT on the agenda.

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**Receipt of Correspondence**

Helen Chin, Equity Analyst, indicated that one piece of correspondence had been received and distributed to Committee Members.

Discussion ensued between staff and Committee Members regarding procedures for Receipt of Correspondence.

Chair Valverde discussed comment received by Amanda Chacon in support of the Diversity Awareness Project kiosks; the birth of her father in the Pacific Electric Labor Camp; Latinos who worked on early transportation systems in Culver City; support for the kiosks to educate visitors; and she asked that gentrification of the City not push the contributions of hardworking people of different ethnicities back into the shadows.

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**Order of the Agenda**

No changes were made.

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**Consent Calendar Items**

Item C-1

**Approval of Minutes for the Regular Meeting of January 24, 2023**

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF JANUARY 24, 2023 AS WRITTEN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**1) Receive an Update from EHRAC Members about their Liaison Activities to the other Commissions, Boards, and Committees regarding the Civil Discourse Guidelines; and 2) Provide Direction to Staff as Deemed Appropriate**

Member Dennis provided information on CBCs that had been contacted and encouraged Members who had not presented to their assigned CBCs to do so.

Discussion ensued between staff and Committee Members regarding outstanding presentations and reports from Members who had provided presentations and had not been noted on the list.

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Item A-2

**1) Discussion of the Report from the Community Contributions Ad Hoc Subcommittee about the EHRAC Awards; 2) Consider Recommendation of the Designated Nominees to the City Council for Receipt of the Awards; and (3) Provide Direction to Staff as Deemed Appropriate**

Discussion ensued between staff and Committee Members regarding criteria; the rubric; qualification; and Jazz Hands for Autism.

Discussion ensued between staff and Committee Members regarding scores; disqualification of a nominated organization due to self-nomination; organizations vs. individuals; different individuals and organizations considered; services offered; next steps; and the availability of process and nomination information on the website.

MOVED BY MEMBER MOAMMAR AND SECONDED BY CHAIR VALVERDE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: RECOMMEND THAT THE CITY COUNCIL PRESENT AWARDS TO CHITRA GOLESTANI FOR THE INDIVIDUAL AWARD AND ART OF THE RUNWAY FOR THE ORGANIZATIONAL AWARD.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Additional discussion ensued between staff and Committee Members regarding engraving of the medallion; City Council presentation of the Awards on May 22; and alignment with the Finance Advisory Committee (FAC) Awards.

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Item A-3

**1) Discussion of a New Timeline for the EHRAC Awards; 2) Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate**

Discussion ensued between staff and Committee Members regarding concern with timing last year; the presentation last June; ensuring enough time to alert the public; the role of subcommittees; dissolution of ad hoc subcommittees at the end of each fiscal year and establishment of new ones; timing and allowing new subcommittees sufficient time to complete their tasks; dissolution of ad hoc subcommittees once their task is complete; the ability to agendaize formation of a new subcommittee at any time; Member turnover; the ability to add new Members to subcommittees; ensuring no more than four Members on each subcommittee; reappointment of incumbents; different terms for specific seats; difficulty for people during the holidays and allowing additional time for the awards; and agreement to agendaize creation of ad hoc subcommittees, including the EHRAC Awards Subcommittee, in July.

MOVED BY VICE CHAIR DI VINCENTE AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: ADJUST THE EHRAC AWARD TIMELINE WITH ESTABLISHMENT OF THE AD HOC SUBCOMMITTEE IN JULY AND THE DEADLINE FOR SUBMISSIONS TO BE JANUARY 31 OF THE FOLLOWING YEAR.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-4

**1) Receive a Report from the Seniors Event Ad Hoc Subcommittee About the All-Ages Event On Ageism; 2) Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate**

Vice Chair Di Vincente provided a report from the Seniors Event Ad Hoc Subcommittee; discussed solidifying the concept of ageism; potential speakers; discrimination; having a panel discuss their experiences; and holding a community discussion.

Discussion ensued between staff and Committee Members regarding date and time for the event; holding a hybrid meeting; the fact that ageism affects young people too; and changing the name of the event rather than the name of the subcommittee.

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Item A-5

**1) Receive a Report from the Diversity Awareness Ad Hoc Subcommittee 2) Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate**

Responding to inquiry, Michele Hamilton, Senior Human Resources and Equity Manager, discussed the recommendation from the Human Resources Director that the project is not ready to proceed due to unknowns with insurance needs, management, maintenance, and security related costs; technology requirements; placement of the kiosks; and collaborations required outside of staff's purview.

Chair Valverde discussed the recommendation from the Human Resources Director; length of time spent working on the project; educating people in the City; commitment to move forward with the project; acceptance of a slow process;

creating programming for schools; creating more understanding about people who live in the City; establishing a micro-site on the City website; tangible and intangible value; collaboration with Cultural Affairs and the Historical Society; advice from staff to help understand what is entailed; insurance and maintenance for the monuments outside of City Hall; understanding the purview of the fairly new Committee; acknowledgement of Culver City's racial history at the June 17, 2022 City Council meeting; the duty to be a leader in creating the culture that ends racial disparity and promote racial equity within City government by promoting policies, procedures, and programs that inspire the Culver City community; the job of the EHRAC to offer recommendations to the City Council; the Diversity Awareness Project as promoting racial equity and inspiring the community; the importance of opening up further spaces for acknowledging People of Color in the City; the work plan; the intent to propose that the City Council add the Diversity Awareness Project to the work plan for 2023-2024; the decision not to recommend the project that was made prior to receipt of the report; maintenance of the requested kiosks; proposed locations; the lengthy process; the need for collaboration with other departments; answering outstanding questions; security costs; and technology.

Discussion ensued between staff and Committee Members regarding staff expertise to address the unknowns in a cost efficient way; finding answers to the unknowns and then allowing a decision to be made; the letter from Ms. Chacon; bypassing an opportunity to acknowledge and recognize the contributions of people in camps; discrimination; the Reparations Study; clarification that a recommendation was made, not a decision; the importance of a collaborative process; concern with recommending an end to a project due to unknowns; available data on insurance, maintenance, and operations of kiosks from the Public Works Department; collaboration with other departments; EHRAC bylaws; the importance of the valuable project to addressing the mission of the EHRAC; staff involvement with items within the work plan; the City-wide collaborative effort if the City Council approves the item to move forward; clarification that staff is not denying the opportunity to lift up important historic relevance through the kiosks; the lack of a recommendation to move forward based on current evidence; clarification that Human Resources does not have the authority to say yes or no; City Council purview; the importance of receiving a recommendation from staff; getting staff to reconsider their



recommendation; City Council policy regarding CBCs and interactions with City staff; volume of research necessary; substance vs. process; City Council decisions; lack of direction to undertake a project that involves collaboration between multiple City departments; staff resources; the Art in Public Places Program which involves collaboration between City departments; feasibility of having Cultural Affairs run the program with assistance from the EHRAC; the need for City Council direction; the previous joint meeting between Cultural Affairs and the EHRAC; allowing the decision to be made on the substance of the project; allowing the subcommittee to work with staff to answer the unknowns; concern with a lack of City Council direction; allowing the EHRAC to present the project to the City Council for their direction; finite staff capacity; the process to present to the City Council; agendas set by the City Council, the City Clerk, and the City Manager; presenting the item in conjunction with the work plan or on its own; providing possible strategies to accomplish it without burdening staff or directing resources away from other important tasks; inclusion of a slide presentation to provide photos of kiosks envisioned in their proposed locations; and potential input provided by family members.

MOVED BY MEMBER DENNIS AND SECONDED BY CHAIR VALVERDE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE: REQUEST THAT THE CITY MANAGER APPROVE A PRESENTATION BY THE EHRAC TO THE CITY COUNCIL ON THE DIVERSITY AWARENESS PROJECT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Discussion ensued between staff and Committee Members regarding appreciation for the thorough presentation.

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

Chair Valverde invited public comment.

Helen Chin, Equity Analyst, indicated that no public comment had been received for Items NOT on the agenda.

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**Items from Equity and Human Relations Advisory Committee Members**

Member Dennis requested that the EHRAC agendaize consideration of making a recommendation to the City Council that a Progress Pride Flag be flown over City Hall for June 2023 and she explained the significance of the colors in the Pride Progress Flag.

Discussion ensued between staff and Committee Members regarding significance of symbols on the flag; continuing certain Action Items from the current agenda to the next meeting; the Diversity Awareness Project; the presentation to the City Council; authorization to work with other CBCs; a request to receive an update on the Diversity Awareness Project; and distribution of Civil Discourse Guidelines.

Member Moammar asked to agendaize a report on the medallions.

Member Rona asked about communication between CBCs.

Additional discussion ensued between staff and Committee Members regarding staff efforts to provide the correct information to Committee Members; guidance from the City Clerk; communication between Brown Act bodies; communication between staff of each body; speaking as a member of the public at CBCs; concern with straying from the agenda topic; agendaizing a discussion of collaboration between CBCs; and purview of the City Clerk's Office.

Moved by Member Rona that the EHRAC agendaize a discussion about protocol for collaboration among CBCs. Chair Valverde seconded the motion and the discussion continued.

Member Bano asked about forming a subcommittee to unite marketing and event planning for the body as a whole.

Further discussion ensued between staff and Committee Members regarding publicity; creation of a checklist of recommendations for events; ensuring that events are hybrid; having a plan for how to address issues that arise; examining what has been learned from past events to create a document providing guidance for future events; the Communications Ad Hoc Subcommittee; improving future events; agendaizing consideration of creating a Martin Luther King Jr. Planning

Subcommittee; City Council consideration of the matter on April 24; Juneteenth; and inclusion in the work plan.

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE AGENDIZE THE FOLLOWING ITEMS:

1. CONSIDERATION OF CREATING AN AD HOC SUBCOMMITTEE TO DEVELOP PROTOCOL FOR LOGISTICS AND PROMOTION OF COMMITTEE EVENTS; AND,
2. CONSIDERATION OF CREATING AN AD HOC EHRAC AWARDS SUBCOMMITTEE IN JULY AND EXTENDING THE DEADLINE FOR SUBMISSION IN JANUARY OF THE FOLLOWING YEAR; AND,
3. CONSIDERATION OF RECOMMENDING THAT THE CITY COUNCIL FLY A PRIDE PROGRESS FLAG OVER CITY HALL FOR JUNE 2023; AND,
4. RECEIVE AN UPDATE FROM THE AD HOC SENIOR EVENTS SUBCOMMITTEE ON THE AGEISM EVENT; AND,
5. RECEIVE AN UPDATE FROM THE AD HOC DIVERSITY AWARENESS PROJECT SUBCOMMITTEE; AND,
6. CONSIDER AND APPROVE THE CIVIL DISCOURSE GUIDELINES DISTRIBUTION PLAN TO ORGANIZATIONS IN CULVER CITY; AND,
7. RECEIVE AN UPDATE FROM THE EHRAC AWARDS SUBCOMMITTEE ON THE MEDALLIONS; AND,
8. DISCUSS QUESTIONS THE EHRAC HAS ABOUT HOW TO COLLABORATE WITH OTHER CBCS; AND,
9. CREATE AN AD HOC MARTIN LUTHER KING JR. SUBCOMMITTEE IF NECESSARY.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

MOVED BY VICE CHAIR DI VINCENTE AND SECONDED BY MEMBER RONA THAT THE MEETING BE ADJOURNED IN MEMORY OF CULVER CITY HISTORIAN JULIE LUGO CERRA.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

Equity and Human Relations Advisory Committee  
March 28, 2023

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

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**Adjournment**

There being no further business, at 9:35 P.M., the Equity and Human Relations Advisory Committee adjourned to a special meeting to be held on Tuesday, April 25, 2023 at 7:00 P.M.

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Josseline Ponce  
SECRETARY of the Culver City Equity and Human Relations  
Advisory Committee  
Culver City, California

APPROVED

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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.

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Jeremy Bocchino  
CITY CLERK

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Date