

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

January 26, 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  
Anissa Di Vincente, Member  
Kira Grimes, Member  
London McBride, Member\*  
Haifaa Moammar, Member  
Jared Morgan, Member

\*Member McBride joined at 7:20 p.m.

**Absent:** Michelle Dennis, Member

**Staff Present:** Mily Huntley, Human Resources and Equity Manager  
Lisa Vidra, Senior Deputy City Attorney  
Stephanie Condran, Human Resources Analyst

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**Pledge of Allegiance**

Chair Rona led the Pledge of Allegiance.

Stephanie Condran, Human Resources Analyst, explained procedures for making public comment

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### **Items from Committee Members**

Chair Rona welcomed new Member Di Vincente; announced International Holocaust Remembrance Day and the 75<sup>th</sup> anniversary of the liberation of Auschwitz on January 27, noting that her mother-in-law had been liberated on that day; she reported City Council approval of the EHRAC Work Plan on January 25 and the suggestion made that a hybrid model be used when in-person meetings are brought back to increase equity and allow for additional participation; discussed the Culver City Review of Public Safety Services; recommendations to advance racial equity and social justice prepared by Solidarity Consultants; and she discussed Muzaffar (Bibi) Haleem.

Member Bano discussed the life and legacy of Muzaffar (Bibi) Haleem, and Islami City, a project of Human Assistance and Development International.

Member Moammar expressed her condolences regarding the passing of Muzaffar (Bibi) Haleem; and she read a quote from a 1965 speech by Dr. Martin Luther King, Jr.: "Our lives begin to end when we become silent about what matters. In the end we remember not the words of our enemies, but the silence of our friends.", noting that she felt it to be applicable to the present day; she noted that Black History Month would begin on February 1; commented on the lack of events to commemorate Black History Month in Culver City; announced an event at the California African American Museum on February 4 as well as the Pan African Film Festival at the end of February; discussed attending a meeting on the Annual Report of the California Association of Human Relations; outreach to local community colleges and universities for assistance with research; and a reference study called "A Pain Index" to measure the effects of racism, bias and hate crime.

Vice Chair Valverde announced *Lift Every Voice: Why African American Poetry Matters Today* by the Library Foundation of Los Angeles on January 28, featuring Amanda Gorman who recently recited a poem at the Presidential Inauguration.

Member Bano reported following Repair, a health and disability justice organization in Los Angeles, and she indicated that more information was available at [repairconnect.org](http://repairconnect.org).

Member McBride joined the meeting.

Member Morgan announced the birth of his son on December 29.

Chair Rona discussed having Members share experiences in their lives that helped shape them as a person and likely inspired them to want to participate in the Committee.

Member Grimes discussed her middle school experience and positive interactions with teachers that inspired her to learn and do community work.

Vice Chair Valverde discussed his experiences in college; Proposition 187; a negative experience walking through San Luis Obispo; encountering students in a class at Los Angeles High School, the majority of whom had no plans to go to college nor had ever been spoken to about going to college; and the need to create a better country and allow kids to have a voice.

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

Chair Rona invited public comment.

Mily Huntley, Human Resources and Equity Manager, reported that no public comment had been received.

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#### **Receipt and File Correspondence**

Mily Huntley, Human Resources and Equity Manager, indicated that no correspondence had been received.

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**Consent Calendar Items**

Item C-1

**Approval of Minutes for the Regular Meeting of December 1, 2020**

MOVED BY MEMBER BANO AND SECONDED BY MEMBER GRIMES THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF DECEMBER 1, 2020 AS SUBMITTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

(1) Discuss Creating Ad Hoc Subcommittees per the Approved EHRAC Work Plan; (2) (if desired) Form Ad Hoc Subcommittees if Needed, Based on the Work Plan, and Appoint Members Thereto; (3) Discuss Appointing Liaison(s) to Other City of Culver City Commissions, Boards, and Committees (CBC), and the City's Racial Equity Action Plan (R.E.A.P) Consultant; (4) (if desired) Appoint Liaisons to CBCs and the REAP Consultant; (5) Discuss The Creation and Dissemination of Surveys; and (6) Provide Direction to Staff if Deemed Appropriate

Chair Rona introduced the item and proposed moving to prioritized action steps.

Lisa Vidra, Senior Deputy City Attorney, discussed ad hoc vs. standing subcommittees.

Committee Members read the Work Plan Action Steps.

Discussion ensued between staff and Committee Members regarding Partnerships, Education and Public Events; establishing a subcommittee to facilitate community dialogue related to culture and equity with guest speakers; creation of an Education and Events Subcommittee to formulate ideas to present to the Committee with one member who also serves on the Budget Subcommittee to facilitate event funding; a suggestion that the subcommittees make reports on their efforts to draft a budget for this year and the following fiscal year; money currently allotted for activities and events executed until June 2021; a suggestion to create a Partnership Subcommittee; whether the proposed Budget Subcommittee would include just City funding or also fundraising, grants or corporate donations; different levels and kinds of support; partnerships; identification of partnerships and sponsorships; liaisons with organizations for the purpose of developing deeper relationships and becoming informed; creation of a Long-Term Project Subcommittee to create projects fostering equity within the community; parameters of ad hoc committees; things to be accomplished within the next 5 months; focusing on one or two objectives of the workplan; creation of the subcommittees for a specific task within a specific timeline; workload; a suggestion to form subcommittees with a task of coming back with ideas that are considered at the February meeting for potential implementation; and whether a Budget Subcommittee should have a direct link between the Education and Public Events Subcommittee.

Member Moammar moved to create the Partnership, Education and Public Events Subcommittee and Vice Chair Valverde seconded the motion.

Additional discussion ensued regarding the need to clarify the specific tasks for each subcommittee established; ensuring that the subcommittees are ad hoc rather than standing; creating a subcommittee to plan the first event, dissolve that, and then form another subcommittee for the next event to avoid creation of a standing subcommittee; ensuring a distinct task of limited duration; and a suggestion to establish an ad hoc subcommittee to create a set of recommendations for ten events for this fiscal year and the next, including potential partnerships.

MOVED BY MEMBER MOAMMAR AND SECONDED BY VICE CHAIR VALVERDE THAT THE EHRAC ESTABLISH AN AD HOC PARTNERSHIP, EDUCATION AND PUBLIC EVENTS SUBCOMMITTEE TASKED WITH CREATING A SET OF RECOMMENDATIONS FOR TEN EVENTS FOR THE CURRENT AND NEXT FISCAL YEAR, INCLUDING PARTNERSHIPS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Further discussion ensued between staff and Committee Members regarding City Policies and Procedures; a suggestion to wait to form the subcommittee until the City Council has provided policies for review; the Solidarity Consulting Report; formation of a subcommittee to study the Racial and Equity Action Plan and the Culver City Review of Public Safety Services with a report back to the full Committee; support for creating an Ad Hoc Racial and Equity Study Subcommittee; the 2019 Hate Crimes Report developed by the Los Angeles Committee on Human Relations; and support for creation of an ad hoc subcommittee to review racial and equity reports.

MOVED BY MEMBER GRIMES AND SECONDED BY MEMBER MCBRIDE THAT THE EHRAC ESTABLISH AN AD HOC EQUITY STUDY SUBCOMMITTEE TASKED WITH READING AND ANALYZING THE CULVER CITY REVIEW OF PUBLIC SAFETY SERVICES, THE RACIAL AND EQUITY ACTION PLAN, AND THE 2019 HATE CRIMES REPORT DEVELOPED BY THE LOS ANGELES COMMITTEE ON HUMAN RELATIONS, WITH A REPORT BACK TO THE FULL COMMITTEE UPON COMPLETION.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Discussion ensued between staff and Committee Members regarding Outreach and Communication; the annual City budget review process and timeline; creation of a Budget Subcommittee; participation in the annual City process; a suggestion to have the Resource, Grants and Sponsors Subcommittee consider the budget; outreach and communication; creation of a subcommittee to review the City complaint form

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and website page; determining which items to consider as a full Committee vs. as a subcommittee; the number of items to be considered by the full Committee; a suggestion to create an Outreach and Communications Subcommittee; development of informational brochures; use of website text on the brochure; outreach done by liaisons; and clarification that Members cannot speak on behalf of the entire Committee unless authorized.

MOVED BY MEMBER BANO AND SECONDED BY MEMBER DI VINCENTE THAT THE EHRAC ESTABLISH AN AD HOC OUTREACH AND COMMUNICATION SUBCOMMITTEE TO REVIEW THE WEBSITE AND PUBLIC COMPLAINT FORM.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, DI VINCENTE, GRIMES, MCBRIDE, MOAMMAR,  
MORGAN, RONA, VALVERDE

NOES: NONE

ABSENT: DENNIS

Discussion ensued between staff and Committee Members regarding Resources, Grants and Sponsors; procurement of financial resources from outside organizations; clarification that not every grant or funding has to relate to an activity; standing committees vs. ad hoc committees; being specific with what money is raised for; event-related expenses; fundraising to print brochures; creating guidelines for working with businesses and community groups; examination of companies to identify potential issues before moving forward; creation of an ad hoc review committee for potential sponsors; identification of activities requiring support; clarification on procedures and on what is accessible to the Committee; linking fundraising with events; obtaining information from staff regarding ways to seek funding and grants; City grant processes; a suggestion that an ad hoc subcommittee work with staff to understand available funding and ways to access additional funding with a report brought back to the full Committee in February; communication between the full Committee and the subcommittees; and agreement to formulate questions regarding funding of Committee programs and projects, and communicate with staff on a report to answer the questions.

MOVED BY MEMBER GRIMES AND SECONDED BY VICE CHAIR VALVERDE THAT THE EHRAC ESTABLISH THE AD HOC WAYS AND MEANS SUBCOMMITTEE TO WORK WITH STAFF TO BRING BACK A REPORT ON FUNDING OF COMMITTEE PROGRAMS AND PROJECTS IN FEBRUARY.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Further discussion ensued between staff and Committee Members regarding Community Contributions to Human Relations and Equity; the importance of recognizing what people are doing in the community; creation of a nomination subcommittee; identification of ways to recognize accomplishments; determining what would be presented for the recognition; establishing criteria for recognition; and a suggestion to create an ad hoc Community Contributions Subcommittee.

MOVED BY MEMBER DI VINCENTE AND SECONDED BY MEMBER MOAMMAR THAT THE EHRAC ESTABLISH AN AD HOC COMMUNITY CONTRIBUTIONS SUBCOMMITTEE TO DETERMINE CRITERIA FOR WHOM TO HONOR, DEVELOP A NOMINATION PROCESS, AND IDENTIFY WAYS TO RECOGNIZE HONOREES.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Further discussion ensued between staff and Committee Members regarding whether to have each of the newly formed subcommittees report back in February; a suggestion to establish priorities; number of Members serving on each subcommittee; clarification of duties; and appointments for absent Member Dennis, with the understanding that she can review and make changes.

MOVED BY VICE CHAIR VALVERDE AND SECONDED BY MEMBER MOAMMAR THAT THE EHRAC MAKE THE FOLLOWING AD HOC SUBCOMMITTEE APPOINTMENTS, CONTINGENT ON APPROVAL OF HER APPOINTMENTS BY MEMBER DENNIS:

1. AD HOC PARTNERSHIP, EDUCATION AND PUBLIC EVENTS SUBCOMMITTEE: MEMBERS BANO, GRIMES, MOAMMAR, AND VICE CHAIR VALVERDE



2. AD HOC EQUITY STUDY SUBCOMMITTEE: MEMBERS DI VINCENTE, GRIMES, AND MCBRIDE

3. AD HOC OUTREACH AND COMMUNICATIONS SUBCOMMITTEE: MEMBERS DENNIS, GRIMES, VICE CHAIR VALVERDE, AND CHAIR RONA

4. AD HOC WAYS AND MEANS SUBCOMMITTEE: MEMBERS BANO, DENNIS, AND MORGAN

5. AD HOC COMMUNITY CONTRIBUTIONS SUBCOMMITTEE: MEMBERS DI VINCENTE, MOAMMAR, AND MORGAN

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, DI VINCENTE, GRIMES, MCBRIDE, MOAMMAR, MORGAN, RONA, VALVERDE

NOES: NONE

ABSENT: DENNIS

Additional discussion ensued between staff and Committee Members resulting in agreement to wait on establishing liaisons until the next meeting, after the subcommittees have had a chance to meet.

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Item A-2

**(1) Discussion of Changing the Equity and Human Relations Advisory Committee Regular Meeting from the 4th Tuesday of the Month to Another Day; (2) Discussion on Changing the Name of the Committee; (3) Make Recommendations to City Council on Proposed Changes; and (4) Provide Direction to Staff if Deemed Appropriate**

Chair Rona introduced the item; discussed the conflict in meeting time with the Committee on Homelessness meeting; difficulty finding a time that works for everyone; and she felt that the Committee should maintain the current schedule.

Discussion ensued between staff and Committee Members regarding scheduling, and the varying dates of Committee on Homelessness meetings.

MOVED BY CHAIR RONA AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE: MAINTAIN THE

ESTABLISHED DATE AND TIME OF THE REGULAR EHRAC MONTHLY MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Discussion ensued between staff and Committee Members regarding subcommittee determination as to how much the subcommittee accomplishes and reports back each month; consensus that the Ways and Means, Community Contributions and Equity Study Ad Hoc Subcommittees would report back in March; and agreement that the following items be considered in February:

- consideration of liaisons
- consideration of changing the Committee name
- consideration of each of the three tasks for the Ad Hoc Community Contributions Subcommittee
- report from the Ad Hoc Partnerships, Education and Public Events Subcommittee
- report from the Ad Hoc Outreach and Communications Subcommittee
- report from staff regarding Ways and Means, and
- consideration of to what extent the Committee wants to delve into review of the previous City budget.

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**Public Comment for Items NOT On the Agenda (Continued)**

Chair Rona invited public participation and explained procedures for making public comment.

The following member of the public addressed the Committee:

Samah Daman provided background on herself and offered to help in any way that she could.

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**Items from Staff**

None.

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

MOVED BY MEMBER BANO, SECONDED BY VICE CHAIR VALVERDE AND  
UNANIMOUSLY CARRIED, THAT THE EQUITY AND HUMAN RELATIONS  
ADVISORY COMMITTEE ADJOURN IN MEMORY OF MUZAFFAR (BIBI)  
HALEEM.

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**Adjournment**

There being no further business, at 11:08 P.M., the Equity and Human Relations Advisory Committee adjourned in memory of Muzaffar (Bibi) Haleem to Tuesday, February 23, 2021, 2020.

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Mily Huntley  
SECRETARY of the Culver City Equity and Human Relations  
Advisory Committee  
Culver City, California

APPROVED

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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.

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Jeremy Green  
CITY CLERK

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Date