

CULVER CITY EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE

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

October 25, 2022
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 7:00 P.M. in the Patacchia Conference Room at City Hall.

Members Present: Carlos Valverde, Chair
Samia Bano, Member
Raven Bradley, Member
Michelle Dennis, Member
London McBride, Member
Haifaa Moammar, Member
Rebecca Rona-Tuttle, Member

Absent: Anissa Di Vincente, Vice Chair
Jared Morgan, Member

Staff Present: Dana Anderson, Human Resources Director
Helen Chin, Equity Analyst
Stephanie Condran, Human Resources Analyst
Josseline Ponce, Human Resources Technician
Lisa Vidra, Assistant City Attorney

o0o

Pledge of Allegiance

Member McBride led the Pledge of Allegiance.

o0o

Items from Equity and Human Relations Advisory Committee Members

Member Dennis discussed the status of a law in Arkansas passed in 2021 prohibiting physicians from providing gender confirming care for those under 18 years of age; concern with the legislature overriding the choices of youth, their parents, and physicians; other states following suit; and difficulties that transgender and gender non-binary individuals experience on a daily basis.

Member Rona discussed recent anti-Semitic speech and protests; White Supremacy; determining budget recommendations; the Public Events Subcommittee; size of public events; creation of ad hoc subcommittees for each event; fees and insurance; formulation of budgets for each event to determine the amount needed to move forward; and she proposed selection of subcommittee members at the December meeting for consideration by the full Committee at the January meeting.

Member Bano discussed attending the Los Angeles Board of Supervisors meeting; their proposal to issue a statement of support for protestors in Iran following the woman killed for not wearing a head covering; and she noted that Americans often take democracy and the right to free speech for granted.

Chair Valverde thanked everyone for their work on the Latino Heritage Month Celebration; reported receipt of positive feedback; and he asked for feedback from Committee Members.

Member Moammar discussed anti-Semitism and she received clarification that making a statement of support for Jewish people would need to be agendaized for consideration at a future meeting.

o0o

Items from Staff

Stephanie Condran, Human Resources Analyst, introduced new Human Resources Technician, Jane Prieto, and she reported that the City Council had approved the Equity and Human Relations Equity Committee work plan with a suggestion to implement more equity related work and programs such as additional community conversations and presentations rather than being event-focused.

Discussion ensued between staff and Committee Members regarding a proposal for an upcoming listening event focused on actual or perceived issues of equity in the City; educating participants on equity; support for efforts to inform the community and residents on equity work going on; the Racial Equity Action Plan (REAP); community engagement, participation, and co-creation of programming; Council Members who made comment on the item; and costs for the Latino Heritage Month event.

Stephanie Condran, Human Resources Analyst, reported that the City Attorney had handled a public complaint received in the City portal noting that the investigation had been conducted and the matter resolved.

Chair Valverde received clarification that information in regards to the nature of the complaint could not be disclosed.

Helen Chin, Equity Analyst, reported that moving forward, EHRAC meetings would be offered in a hybrid format, and she noted that flyers had been provided to Members for the Bystander Training put on by the Los Angeles County District Attorney's Office and other organizations.

Discussion ensued between staff and Committee Members regarding clarification that Committee Members are to attend Committee meetings in person, with the public allowed the choice to participate either in person or online; revisions to the Brown Act; and circumstances for when Members would be permitted to attend virtually.

o0o

Public Comment - Items NOT On the Agenda

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

o0o

Receipt of Correspondence

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

o0o

Consent Calendar Items

Item C-1

Approval of Minutes for the Regular Meeting of September 27, 2022

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 27, 2022 AS WRITTEN.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

o0o

Order of the Agenda

No changes were made.

o0o

Action Items

Item A-1

1) Creation of an Equity and Human Relations Advisory Committee Work Plan for Fiscal Year 2022-23, including Proposed Events and Workshops; 2) Discussion of the Creation of Any New Needed Subcommittees; 3) (If Desired) Create Subcommittees as Needed and Appoint Members to Such Subcommittees; 4) Approve the Work Plan for Fiscal Year 2022-23 for Transmittal to City Council

Member Dennis expressed appreciation for the work of Member Rona on the item; discussed creating a Public Events Ad Hoc Subcommittee; event planning for the 2023-2024 Fiscal Year; enabling a work plan for the fiscal year; determining necessary financial resources to carry out the work plan; identifying any needs for additional funds in order to put in a request; and the plan for the Budget Subcommittee to provide a report as part of the February 28, 2023 Non-Violence

Workshop to allow staff sufficient time to incorporate the request into the normal budget process.

Discussion ensued between staff and Committee Members regarding the agenda item to consider remaining items for 2022-2023 not for 2023-2024; setting up ad hoc subcommittees for each event; creation of a Budget Subcommittee; the need for subcommittees to work on the Non-Violence Workshop in February, the Understanding and Responding to Autism event in March, and the event honoring seniors in May; a suggestion to make the Hate Crime event an annual event as there are no associated costs; allowing absent Members an opportunity to serve; ensuring that the current fiscal year is being addressed, not the following fiscal year; requesting an agenda item to consider creation of a 2023-2024 Public Events Subcommittee for the next meeting; the importance of determining budgetary needs; and the inability to discuss events for 2023-2024 at the current meeting.

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVSORY COMMITTEE CREATE THE FOLLOWING SUBCOMMITTEES AND APPOINT MEMBERS THERETO:

NON-VIOLENCE WORKSHOP AD HOC SUBCOMMITTEE - BANO, BRADLEY, MOAMMAR

UNDERSTANDING AND RESPONDING TO AUTISM EVENT AD HOC SUBCOMMITTEE - BANO, RONA, VALVERDE

HONORING SENIORS EVENT AD HOC SUBCOMMITTEE - MOAMMAR, RONA

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, BRADLEY, DENNIS, MCBRIDE, MOAMMAR, RONA, VALVERDE

NOES: NONE

ABSENT: DI VINCENTE, MORGAN

Additional discussion ensued between staff and Committee Members regarding preferences for what subcommittees to serve on expressed by Vice Chair Di Vincente.

MOVED BY MEMBER MOMMAR AND SECONDED BY MEMBER DENNIS THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPOINT VICE CHAIR DI VINCENTE TO SERVE ON THE NON-VIOLENCE WORKSHOP AD HOC SUBCOMMITTEE AND THE HONORING SENIORS EVENT AD HOC SUBCOMMITTEE.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

o0o

Item A-2

1) Receive an Update from "Paper Tigers" Documentary Screening and Community Conversation Ad Hoc Subcommittee on the Event Plan, 2) Determine Next Steps; and 3) Provide Direction to Staff if Deemed Appropriate

Member Bano provided a report on the work of the "Paper Tigers" Documentary Screening and Community Conversation Ad Hoc Subcommittee; discussed meeting with the Superintendent; resources offered by the District for attendees; accessing the documentary in Spanish; finalizing the flyer; including a parental consent form on the back of the flyer for collection at the door; pending items; snacks for the event; potential costs; staffing; the movie screening license; and special event insurance.

Discussion ensued between staff and Committee Members regarding the need for School Board approval; speaker availability; potential locations; weekend use; and staffing costs.

o0o

Item A-3

1) Discussion of the Report from the Ad Hoc Communications Subcommittee; 2) Determine Next Steps; and 3) Provide Direction to Staff if Deemed Appropriate

Member Rona provided a report on the work of the Communications Ad Hoc Subcommittee that she, Vice Chair Di Vincente, and Members Bano and Bradley serve on; she noted the responsibility of subcommittees to produce their own flyers; discussed templates for staff and EHRAC consideration for use by individual subcommittees; and use of the services of a volunteer graphic artist for design work.

Member Bano proposed basing the design on the flyer from the Asian American Storytelling event.

Discussion ensued between staff and Committee Members regarding staff approval of the flyers; purchasing the rights to the design program as a resource for Committee usage; Brown Act considerations; creating a list of non-profit organizations with contact information and social media information; support from the Julian Dixon Library; distribution of Civil Discourse Guidelines; outreach; encouragement to create events early for wider distribution of information; collaboration with liaisons to Committees, Boards, and Commissions (CBCs); limitations of the Communications Ad Hoc Subcommittee; and a suggestion to contact former Council Member Jim Clarke as a resource for information regarding local non-profit organizations.

o0o

Item A-4

1) Discussion of the Report from the Educational Materials Ad Hoc Subcommittee Regarding an Educational Document for the Public on Recognizing and Preventing Harassment, Discrimination, and Hate Crimes; 2) Consider Approval of the Document and Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate

Member Bano provided a report on the work of the Educational Materials Ad Hoc Subcommittee on the document for the public to help recognize and prevent harassment; discussed liability concerns expressed by the City; recommendations that could put people in danger; revisions to make it more explicit that the document is educational and does not recommend certain actions; adding strong encouragement for people to check the website for resources; a proposed event for the next fiscal year addressing the issue of bystander intervention with an update on the Hate Crimes Report; bringing a trainer from an outside organization in the context of a live event; adjustments to language in the document; and clarification that Vice Chair Di Vincente, Members Bano, McBride, and former Member Mendez served on the subcommittee.

Discussion ensued between staff and Committee Members regarding clarification on the goal of the report allowing for sharing of the information; providing physical handouts;

formatting; digital distribution; appreciation for the work of the subcommittee; use of QR Codes; potential distribution locations for physical handouts; providing targets; the distinction between creating an outreach plan for an event vs. for materials distribution; concern with delaying the project while a plan for distribution is formulated; specifying who the plan is going to and for what purpose; communication to specific groups; distribution to the general public; the fact that once the document is out it can be distributed anywhere; direct communication to the public; targeting locations where bullying or harassment takes place; value beyond distribution to people who could conceivably be bystanders; educating anyone who picks up the brochure; using the list of organizations for communication; providing a distribution list for Committee review; sharing information with owners of restaurants and bars; approving the content; making the document available on the website; and further work by the ad hoc subcommittee to create a communication plan for the valuable tool.

MOVED BY MEMBER BANO AND SECONDED BY MEMBER DENNIS THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE THE CONTENT OF THE DCOUMENT FROM THE AD HOC SUBCOMMITTEE FOR POSTING ON THE CITY WEBSITE WITH ADDITIONAL WORK DONE BY THE AD HOC SUBCOMMITTEE TO CREATE A COMMUNICATION PLAN AND RETURN TO THE COMMITTEE WITH A REPORT.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

oOo

Item A-5

1) Discuss The Creation of a Community Survey To Understand Community Satisfaction with the Complaint Resolution Process; 2) Consider Next Steps; and 3) Provide Direction To Staff As Deemed Appropriate

Discussion ensued between staff and Committee Members regarding determining satisfaction with the complaint resolution process; inquiring as to whether people were treated courteously and felt heard; taking actions to

increase satisfaction; determining satisfaction in interaction with the City; dealing with the substance of a complaint vs. the way a complaint is handled; the value of creating an ad hoc subcommittee; defining the scope of the subcommittee; perceived discrimination; types of complaints; employee complaints; City Council direction; uniformity across the City; collaboration with staff; Committee purview; City policy; resistance to the proposed process; examining the EHRAC portal to see if it applies to other departments; concerns on the part of the public; a suggestion to create a Complaint Response Process Evaluation Committee; person to person complaints; the sterile process when using a complaint form on a webpage; creation of a survey through the Educational Materials Ad Hoc Subcommittee; allowing Chair Valverde to participate in the subcommittee; survey distribution; and a reminder to Committee Members to read staff reports to understand actions to be taken for each item.

o0o

Item A-6

1) Discuss the Report from the Transgender Day of Remembrance Planning Ad Hoc Subcommittee to Hold a Transgender Day of Remembrance on November 15, 2022; 2) Consider Approval of the Report Recommendations and Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate

Member Dennis discussed the staff report; the flyer for the Transgender Day of Remembrance; the dual in-person and virtual event; and the location.

Discussion ensued between staff and Committee Members regarding staff agreement to make updates to the flyer, and adding an item to the agenda for the event to include consideration of creating a 2023-2024 Public Events Ad Hoc Subcommittee.

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MOAMMAR THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE THE EVENT PROGRAM.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, BRADLEY, DENNIS, MCBRIDE, MOAMMAR, RONA, VALVERDE

NOES: NONE
ABSENT: DI VINCENTE, MORGAN

o0o

Item A-7

1) Discussion on the Need for the Creation of Community Listening Sessions; 2) Determine Next Steps; and 3) Provide Direction to Staff as Deemed Appropriate

Member Dennis discussed addressing perceived problems; creation of a venue for people to feel heard; and addressing lack of confidence and lack of trust.

Discussion ensued between staff and Committee Members regarding helping Latino communities to feel heard; complaints to the City Council about not being heard; being heard vs. being in agreement; constraints within a City Council meeting; focusing the Listen and Learn session around a specific topic; engagement of a specific population; gaging satisfaction related to the City; providing a tour of City facilities; determining what the City could do to resolve issues; working to improve the quality of life for residents; adding Members to the Listen and Learn Ad Hoc Subcommittee; the Spanish language survey; exploration of listening sessions; effective communication; tying into the REAP (Race and Equity Action Plan); creating Listen and Learn teams to find out what people are thinking; working with volunteers; door to door distribution; concern with adding Members to an ad hoc subcommittee without an Action Item; the ability of Members Dennis and Moammar to assist the Listen and Learn Ad Hoc Subcommittee; and agreement to agendize consideration of adding Members to the subcommittee at the next meeting.

o0o

Public Comment - Items NOT On the Agenda

Chair Valverde invited public comment.

The following member of the public addressed the Committee:

Menelik Tafari, Tools4Democracy, provided background on himself; put in a formal request for an action item to include work toward a Community Justice Commission at the City level for the 2023-2024 workplan; he requested public

participation; discussed the REAP; design and engagement; and including the public in the Truth and Justice Commission process.

Discussion ensued between staff and Committee Members regarding moving toward the creation of a Truth and Justice Commission with added City involvement; moving forward with reparations; conducting an Historical Context Study; land use policies; impacts to home ownership; involving the community in the process; and inclusion as part of the Listen and Learn process.

o0o

Items from Equity and Human Relations Advisory Committee Members

Discussion ensued between staff and Committee Members regarding agendizing consideration of creating a Public Events Subcommittee for 2023-2024 at the November 15, 2022 EHRAC meeting; agendizing a discussion of talking points and guidelines for the Civil Discourse Subcommittee; agendizing a report from the Educational Materials Ad Hoc Subcommittee on the plan to distribute the Bystander Intervention Training document in December; agendizing a discussion of talking points and guidelines for the Civil Discourse Subcommittee; creating an annual Hate Crimes event; adding an item for the Listen and Learn Ad Hoc Subcommittee to add new Members at the November meeting; making a recommendation regarding the purchase of software for creation of flyers; the Committee decision regarding spending; receiving a report from the Community Contributions Subcommittee after the meeting with staff; discussion of the award; agendizing a discussion of vetting and distribution of talking points for CBC liaisons; direction to liaisons; and authorizing liaisons to make statements.

THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE PASSED A MOTION TO AGENDIZE THE FOLLOWING ITEMS FOR UPCOMING MEETINGS:

1. CONSIDERATION OF CREATING A PUBLIC EVENTS SUBCOMMITTEE TO DETERMINE FISCAL YEAR 2023-2024 EVENTS; AND,
2. CONSIDERATION OF HOLDING A SPECIAL MEETING ON DECEMBER 13, 2022; AND,

3. RECEIPT OF A REPORT FROM THE EDUCATIONAL MATERIALS AD HOC SUBCOMMITTEE ON THE PLAN TO DISTRIBUTE THE BYSTANDER INTERVENTION TRAINING DOCUMENT; AND,

4. DISCUSSION OF TALKING POINTS AND GUIDELINES FOR THE CIVIL DISCOURSE SUBCOMMITTEE; AND,

5. CONSIDERATION OF CREATING AN ANNUAL HATE CRIMES EVENT; AND,

6. CONSIDERATION OF ADDING NEW MEMBERS TO THE LISTEN AND LEARN AD HOC SUBCOMMITTEE; AND,

7. RECEIPT OF A REPORT FROM THE DIVERSITY AWARENESS PROJECTS AD HOC SUBCOMMITTEE; AND,

8. RECEIPT OF A REPORT FROM THE COMMUNICATIONS AD HOC SUBCOMMITTEE INCLUDING A PROPOSAL FOR THE CANVA SUBSCRIPTION; AND,

9. CONSIDERATION OF CREATING TALKING POINTS FOR DISTRIBUTION TO CBC LIAISONS.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, BRADLEY, DENNIS, MCBRIDE, MOAMMAR, RONA, VALVERDE

NOES: NONE

ABSENT: DI VINCENTE, MORGAN

o0o

Adjournment

There being no further business, at 11:05 P.M., the Equity and Human Relations Advisory Committee adjourned to a special meeting on Tuesday, November 15, 2022 at 7:00 P.M.

o0o



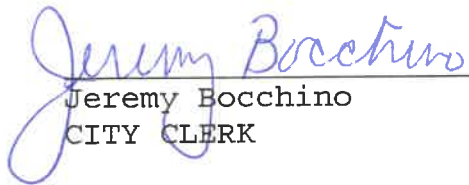
Stephanie Condran
SECRETARY of the Culver City Equity and Human Relations
Advisory Committee
Culver City, California

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

13 Feb 2023

Date