

OFFICIAL MINUTES

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

July 28, 2020  
7:00 P.M.

**Call To Order & Roll Call**

Mily Huntley, Human Resources and Equity Manager, called the regular meeting of the Culver City Equity and Human Relations Advisory Committee to order at 7:09 P.M. via WebEx Events.

**Members Present:** Samia Bano, Member  
Michelle Dennis, Member  
Kira Grimes, Member  
Luis Martinez, Member  
Jared Morgan, Member  
London McBride, Member  
Haifaa Moammar, Member  
Rebecca Rona, Member  
Carlos Valverde, Member

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

Serena Wright-Black, Assistant City Manager, discussed meeting procedures.

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**Pledge of Allegiance**

The Equity and Human Relations Advisory Committee recited the Pledge of Allegiance.

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

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

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**Receipt and File Correspondence**

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

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**Consent Calendar Items**

None.

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**Order of the Agenda**

No changes were made.

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**Action Items**

Item A-1

**Selection of Annual Officers (Chair and Vice Chair) for the Equity and Human Relations Advisory Committee to Serve a One-Year Term, Expiring June 30, 2021**

Mily Huntley, Human Resources and Equity Manager, introduced the item.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER BANO AND UNANIMOUSLY CARRIED, THAT THE EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE: APPOINT REBECCA RONA TO SERVE AS CHAIR OF THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE UNTIL THE NEXT REORGANIZATION IN JULY 2021 OR THEREAFTER.

MOVED BY CHAIR RONA, SECONDED BY MEMBER DENNIS AND UNANIMOUSLY CARRIED, THAT THE EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE: APPOINT CARLOS VALVERDE TO SERVE AS VICE CHAIR OF THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE UNTIL THE NEXT REORGANIZATION IN JULY 2021 OR THEREAFTER.

Chair Rona thanked the Committee for appointing her as Chair.

Vice Chair Valverde thanked the Committee for appointing him to serve as Vice Chair and noted that a family issue could cause him to need to exit the meeting early.

Discussion ensued between staff and Committee Members regarding the procedure for adjourning in memory and clarification that Items from Committee Members had been inadvertently left off the agenda.

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Item A-2

**Review of City Council Policy Pertaining to City Commissions, Boards, and Committees**

Mily Huntley, Human Resources and Equity Manager, provided a summary of the material of record; noted additional language in the Eligibility Section; amended language in the Fair and Unbiased Consideration of Issues section; discussed the function of staff to facilitate discussion among Committee Members; allowing staff sufficient time to prepare; Roberts Rules of Order; caution in expressing views as an individual that could be taken as representing the entire Committee before the body has made a decision or recommendation; and clarification regarding the role of the Chair.

Discussion ensued between staff and Committee Members regarding training provided to Members; social media; the ability to express personal opinions but not speaking on behalf of the Committee; the role of Members in the community; acting as a representative of the City; and the ability of Members to suggest items for consideration.

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Item A-3

**Review and Discuss Equity and Human Relations Advisory Committee Bylaws**

Lisa Vidra, Senior Deputy City Attorney, introduced the item; provided background on creation of the bylaws; discussed duties and obligations; goals and objectives; and the workplan.

Discussion ensued between staff and Committee Members regarding the process for the Committee to receive reports; the process for residents to file complaints; whether issues only affect employees and workers; types of complaints; online complaint forms on the City website; and the importance of the bylaws as a guide moving forward.

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Item A-4

**(1) Discussion of Work Plan; (2) Discussion of the Creation of Subcommittees; (3) (Of Desired) Creation of Subcommittees; and (4) (If Desired) Appointment of Members to Such Subcommittees**

Discussion ensued between staff and Committee Members regarding environmental factors in the City that may create issues; the pandemic; racial discrimination; defunding the Culver City Police Department (CCPD); the influx of large businesses into the City; sexism; improving interfaith and intercultural relations in the community; subcommittee consideration of issues; following up on CCPD conduct; addressing perceptions; the history of the City; signs in the parks banning adult soccer playing; community meetings; previous consideration of the soccer field issue by the Parks, Recreation and Community Services Commission; different ways to address the issue; concern that sometimes policy gets in the way; outreach to schools; engaging youth; community meetings to connect staff with the community; showing people what City staff does; mental health issues; purview of the Committee; providing resources; creation of an Outreach Subcommittee; identifying what the public is looking for and what needs to be fulfilled; improving communication between the City and residents; growing the mailing list; engaging residents; educating the public about City resources; improving social media presence; outreach to

businesses with high foot traffic to help distribute information about City resources; holding a community meeting to gather input from the public on the workplan; publicizing creation of the Committee; outreach via GovDelivery and social media accompanied by a link to the webpage; opportunities and methods for the public to provide input; support for defining items and moving forward; the ability to add to the workplan at any time; the ability of the public to contact individual Committee Members; meeting frequency; and flexibility with creation of the workplan.

Chair Rona invited public comment.

The following member of the public addressed the Committee:

Kimberly Ferguson discussed the pandemic; effects of the Black Lives Matter movement on the community; pressure on CCPD; response; priorities; and use of the Committee to address concerns.

Discussion ensued between staff and Committee Members regarding Committee purview; looking at issues through an equity lens; creation of an outreach subcommittee; maximum subcommittee size; and a suggestion to form a Community Engagement Subcommittee to plan events.

Member Moamaar read a comment submitted in the Q&A portion of the meeting requesting a Truth and Justice Subcommittee to investigate the history of racial violence at Culver City High School.

Discussion ensued between staff and Committee Members regarding purview of the Committee; the number of claims received through the years; finding an alternate way to address the issue rather than forming a subcommittee; a suggestion to host a series of events to educate the public; hosting a discussion of racial violence in the City; using the event as a vehicle to obtain input and highlight the Committee; creation of a Policy Subcommittee and a Communications Subcommittee; the City Council Equity Subcommittee; a suggestion to request recommendations from the City Council or their subcommittee and allow for community input; creating mechanisms to do the work of the subcommittee; topics that could become community conversations; a suggestion to create a couple of subcommittees to figure out the details of how to move forward and types of programming to engage the community;

taking the opportunity to brainstorm; the feeling that the Committee serves the community and needs input to properly do that; raising community awareness about the Committee; communicating the mission of the Committee to the public; a suggestion to hold a special meeting to discuss where to focus; identifying priorities; staff agreement to provide a sample workplan; staff resources; the process to form a subcommittee; standing committees vs. ad hoc subcommittees; ensuring that the subcommittee is less than a quorum; a recommendation to create an Ad Hoc Outreach Subcommittee tasked with returning in September with what form of community input, if any, the Committee would like to have to determine the issues that are important to the community; scheduling; types of meetings; agreement to meet once per month; and clarification that the Ad Hoc Outreach Subcommittee would prepare recommendations concerning what kind of opportunities would be offered to the community to provide input into what the EHRAC workplan should be for 2020-2021.

MOVED BY MEMBER DENNIS, SECONDED BY MEMBER MOAMMAR AND UNANIMOUSLY CARRIED THAT THE EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE FORM AN AD HOC OUTREACH SUBCOMMITTEE OF NO MORE THAN FOUR MEMBERS.

Members Bano, Dennis, McBride and Moammar agreed to serve on the Ad Hoc Outreach Subcommittee.

Additional discussion ensued between staff and Committee Members regarding access to City email; direction to the Ad Hoc Outreach Subcommittee to meet to create recommendations for public input to aid in creation of a workplan for 2020-2021; Committee consensus to meet on the fourth Tuesday in August; access; clarification that the Ad Hoc Subcommittee does not have to meet publicly; ensuring that consideration of forming subcommittees is on the agenda; providing two ways to gather public input; building awareness of the EHRAC; the compliant form; staff liaison; agenda creation; items for the August EHRAC meeting; training on Equity and Inclusion and Unconscious Bias; engagement of Committee Members; public participation; and the ability of Committee Members to bring up items relevant to the Committee at the end of the meeting.

Equity and Human Relations Advisory Committee  
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Mily Huntley, Human Resources and Equity Manager, discussed items for the August 25 Committee agenda including training, continued discussion of the workplan and creation subcommittees, and consideration of input from the Ad Hoc Outreach Subcommittee.

Further discussion ensued between staff and Committee Members regarding order of agenda items; the staff meeting with the Chair before the next EHRAC meeting; allowing training time to apply what is learned during the training to the work of the Committee; complaints provided on July 13; incident type; distribution of reports to Committee Members; personnel related complaints; the process; complaints vs. claims for damages; making recommendations to the City Council; access to complaint logs; the protocol for complaints about CCPD; the need to understand the process for complaints against all levels of staff; understanding the interest of the Committee, the role of the Committee and how it ties into the workplan; complaints about appointed and elected officials; and City-issued email for Committee Members.

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

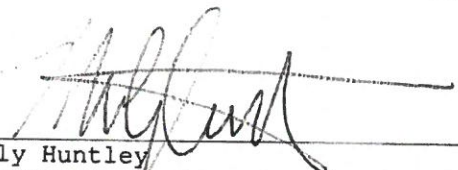
Mily Huntley, Human Resources and Equity Manager, indicated that no public comment had been received.

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**Adjournment**

There being no further business, at 10:12 P.M., the Equity and Human Relations Advisory Committee adjourned in memory of Representative John Lewis.

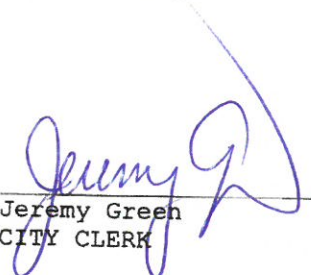
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Mily Huntley  
SECRETARY of the Culver City Equity and Human Relations  
Advisory Committee  
Culver City, California

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

21 Sep 2020  
Date