

APPROVED MINUTES 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

October 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  
Michelle Dennis, Member  
Anissa Di Vincente, Member  
Lizbeth Mendez, Member\*  
Haifaa Moammar, Member  
Jared Morgan, Member\*\*

**Absent:** London McBride, Member

\*Member Mendez joined the meeting at 7:06 P.M.  
\*\*Member Morgan joined the meeting at 7:22 P.M.

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

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**Pledge of Allegiance**

Vice Chair Valverde led the Pledge of Allegiance.

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### Items from Committee Members

Vice Chair Valverde discussed the fall play at Culver City High School called *Yellow Face* by David Henry Hwang with performances from November 4-7 at Robert Frost Auditorium noting that additional information was available at [avpa.org](http://avpa.org); he reported that the Listen and Learn Ad Hoc Subcommittee had been working on a survey for Spanish speakers; he discussed distribution; and Fiesta La Ballona.

Responding to Chair Rona, Stephanie Condran, Human Resources Analyst, indicated that she would work to help Member Mendez get in to the meeting.

Member Bano noted her position as liaison to the Parks, Recreation and Community Services Commission; encouraged everyone to go to Fiesta La Ballona on October 29-31; discussed the work of the Educational Materials Ad Hoc Subcommittee; distribution of the flier outlining information on the Committee and available resources at Fiesta La Ballona; availability of information created on Bystander Intervention Training; and social media alerts.

Member Mendez joined the meeting.

Member Dennis discussed first events in the immersion of transgender people into mainstream society and the first transwoman elected on the City Council in Sao Paolo, Brazil.

Member Di Vincente reported that the flier with information on the Committee was available in English and Spanish and she encouraged everyone to go to Fiesta La Ballona.

Member Moammar provided a report on the September meeting of the Advisory Committee on Housing and Homelessness; discussed the large waiting list for Section 8 housing in the City; reported watching a presentation from the Chinese American Museum on the Chinatown Massacre in Los Angeles in 1871; discussed breast cancer awareness and the disproportionate affects to marginalized communities; and EHRAC participation in an event to establish less police-centric community response.

Member Mendez reported finishing the Community Contribution Award fliers and she indicated that Mark Lipman from the

Advisory Committee on Housing and Homelessness was present in the meeting to address the Committee.

Chair Rona read a letter she received from a Japanese man who was a victim of a hate crime asking the Committee for help; she expressed regret that she had forgotten to announce the Transgender Day of Remembrance Celebration when she attended the Cultural Affairs Commission meeting; she asked that talking points be created and provided for any programs or events for distribution to Committee Members; and she thanked Member Dennis for her efforts to publicize events.

Member Morgan joined the meeting.

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

Chair Rona discussed procedures for making public comment.

The following member of the public addressed the Committee:

Mark Lipman reported on work being done by the Advisory Committee on Housing and Homelessness (ACOH); discussed the intersectionality of work being done between the two Committees; remarks made at the City Council meeting on October 25 to criminalize homelessness; he indicated that he was open and available to collaborate; discussed Direct Housing; costs to provide housing and wraparound services; providing a hand up, not a hand out; he indicated that the Committee was needing help with outreach and education to help break the barriers of fear of the homeless in the community; discussed solving issues through education and compassion; and he indicated that he was available to support the EHRAC in any way he could.

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#### **Receipt of Correspondence**

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

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**Consent Calendar Items**

Item C-1

**Approval of Minutes for the Regular Meeting of August 24, 2021**

MOVED BY VICE CHAIR VALVERDE AND SECONDED BY MEMBER DI VINCENTE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF AUGUST 24, 2021 AS SUBMITTED.

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**Order of the Agenda**

The roll call for the motion in Item C-1 was taken after Item A-1.

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**Action Items**

Item A-1

(1) Further Discussion of the Report and Recommended Dates from the Public Events Ad Hoc Subcommittee to Finalize the 2021-2022 Public Events Calendar; (2) Determine Next Steps; (3) Provide Further Direction to Staff if Deemed Appropriate

Chair Rona introduced the item and discussed the number of attendees.

Vice Chair Valverde discussed the significance of the event; connecting with indigenous people who live in the area; City participation; the photo presentation created by Member Di Vincente; the positive experience for the student participants; continuing recognition; and support for learning more about and honoring the indigenous community.

Discussion ensued between staff and Committee Members regarding appreciation for the event; the educational component; recognition of the people living in the Culver City area; the photo presentation; the documentary; the connection of indigenous people with the earth; the commonality of food, nourishment and a place to stand; the Tongva Hot Springs; appreciation for the number of

participants; the Hoop Dance; continued learning about places and people in the Culver City area; federal status for the local Tongva population; medical care and education; local activists; discrimination and racism; holy sites in the City; the Native American connection to Carlson Park; appreciation to everyone who helped with the event; and theft of the land from the indigenous peoples.

Chair Rona discussed concerns expressed by an attendee; ways to improve the event; difficulty securing speakers for the event; lack of a land acknowledgement; length of the event; use of advisors for events; and The Asian American Storytelling event.

Discussion ensued between staff and Committee Members regarding ensuring southeast Asian representation; publicity for special events; ensuring that liaisons attend the meetings and promote the awards; staff shared the schedule of meetings and list of liaisons; and Member Moammar indicated that her name had been misspelled in several places.

Stephanie Condran, Human Resources Analyst, indicated that a roll call vote had not been taken on the motion for the Consent Calendar item.

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Item C-1  
(Continued)

**Approval of Minutes for the Regular Meeting of August 24, 2021**

MOVED BY VICE CHAIR VALVERDE AND SECONDED BY MEMBER DI VINCENTE THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE MINUTES FOR THE REGULAR MEETING OF AUGUST 24, 2021 AS SUBMITTED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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Item A-2

(1) Receive Report from the Transgender Day of Remembrance Ad Hoc Subcommittee for the Transgender Day of Remembrance Commemoration Event Program; (2) Discuss and Consider Approval of the Report's Recommendations and Determine Next Steps; (3) Provide Direction to Staff if Deemed Appropriate

Member Dennis provided background on the origin of the event; discussed the virtual event planned for November 20; and she summarized the structure of the event.

Discussion ensued between staff and Committee Members regarding agreement to begin the promotion process earlier; community organizations that want to register; coordination with staff on the registration process; including the event name in the subject line for event email notification and for the registration process; improved advertising for upcoming events; a suggestion to add 15 minutes in for questions and answers; classification of the event as a special meeting; the process for special meetings; meeting facilitation; trauma experienced by the transgender population; mental health awareness; significant factors for public understanding; the murder rate for transgender individuals; clarification on the definition of a transgender person; and participation by transgender individuals.

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MORGAN THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE APPROVE THE CULVER CITY TRANSGENDER DAY OF REMEMBRANCE COMMEMORATION FOR NOVEMBER 20, 2021 AS OUTLINED IN THE REPORT PROVIDED BY THE TRANSGENDER NATIONAL DAY OF REMEMBRANCE AD HOC SUBCOMMITTEE WITH MODIFICATIONS AS DISCUSSED.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Chair Rona thanked Member Dennis for her work on the event.

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Item A-3

(1) Receive Report from the Civil Discourse Workshop Ad Hoc Subcommittee on Proposed Plan for the Civil Discourse Workshop Event; (2) Discuss and Consider Approval of Recommendations in the Report and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Member Dennis noted that Chair Rona, Members Di Vincente, McBride, and herself served on the Ad Hoc Subcommittee; she provided an overview of the proposed virtual event; discussed the genesis of the event; the need for education on civil discourse; the proposal by the Institute for Civility in Government; two components of the workshop planned for December 4; the requested fee; investing in the City; providing a structure for hosting important community conversations about issues around equity and human relations; and the subcommittee recommendation for approval of the fee and proposal by the Institute for Civility in Government.

Discussion ensued between staff and Committee Members regarding creation of community guidelines; use of the guidelines for contentious issues in the City; availability of the guidelines to the community; distribution; grants; location of the organization; the virtual event; General Fund offsets; organizations considered to lead the training session; responsiveness; the track record of the Institute for Civility in Government; obtaining different quotes for the proposed services; the Purchasing Ordinance for the City; professional services; documentation for the Purchasing Department; the contract process; the Vendor Form; and next steps.

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

1. APPROVE THE CIVIL DISCOURSE WORKSHOP SCHEDULE AND CONTENT AS SET FORTH IN THE REPORT PROVIDED BY THE CIVIL DISCOURSE WORKSHOP AD HOC SUBCOMMITTEE; AND,
2. APPROVE THE ATTACHED PROPOSAL FROM THE INSTITUTE FOR CIVILITY IN GOVERNMENT; AND,
3. APPROVE THE RETENTION OF THE INSTITUTE FOR CIVILITY IN GOVERNMENT TO PROVIDE THE CIVIL DISCOURSE WORKSHOP FOR THE CITY OF CULVER CITY FOR \$7,000.00.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Chair Rona thanked Member Dennis for her efforts.

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Item A-4

(1) Receive Report from the Community Contributions Ad Hoc Subcommittee on the Proposed EHRAC Medallion, Nomination Process and Award; (2) Discuss and Consider Approval of Report's Recommendations and Determine Next Steps; and (3) Provide Direction to Staff if Deemed Appropriate

Chair Rona invited public comment.

Stephanie Condran, Human Resources Analyst, reported that no requests to speak had been received.

Member Morgan provided a report on the efforts of the Community Contributions Subcommittee comprised of himself and Members Di Vincente and Moammar; he presented a rendering of the medallion and noted necessary changes after consultation with staff; discussed precedent; concern with altering the City seal; inclusion of the name of the recipient and the year on the back; potential inclusion of the Committee name and award name; approval by the City Manager and City Council; additional information included on the certificate; production costs; the process and timeline; and criteria for selection of recipients.

Discussion ensued between staff and Committee Members regarding appreciation for the work of the Subcommittee; durability of the medallion material; whether providing a case for the medal is needed; nominations; funding approval; finalizing costs; City Council approval of the use of the City seal; Committee representation at the City Council meeting; the process; the presentation by the City Council; outreach; the two-sided medallion; regulation of the City seal by the municipal code; verbiage to be placed on the back;



the certificate; individual awards vs. awards to organizations; and selection by the Subcommittee.

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

Chair Rona invited public comment.

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

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

Chair Rona discussed the need for a special meeting in November or December and proposed topics to agendize including: a debrief on Transgender Day of Remembrance and the Civil Discourse Workshop, the upcoming Poverty and Economic Diversity and Equity Community Conversation, the Childhood Inequity Community Conversation, the draft resolution to the City Council regarding the Committee webpage, and an update on the Equity and Human Relations Awards.

Discussion ensued between staff and Committee Members regarding scheduling; allowing sufficient time to create reports; staff resources; and Committee agreement to hold a special meeting pending staff availability.

MOVED BY CHAIR RONA AND SECONDED BY MEMBER DENNIS THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE HOLD A SPECIAL COMMITTEE MEETING ON DECEMBER 14, 2021.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

AYES: BANO, DENNIS, DI VINCENTE, MENDEZ, MOAMMAR,  
MORGAN, RONA, VALVERDE

NOES: NONE

ABSENT: MCBRIDE

MOVED BY MEMBER DENNIS AND SECONDED BY MEMBER MORGAN THAT THE EQUITY AND HUMAN RELATIONS ADVISORY COMMITTEE AGENDIZE A DEBRIEF AFTER THE TRANSGENDER DAY OF REMEMBRANCE EVENT, A DEBRIEF AFTER THE CIVIL DISCOURSE WORKSHOP, DISCUSS THE

UPCOMING POVERTY AND ECONOMIC DIVERSITY AND EQUITY COMMUNITY CONVERSATION, THE CHILDHOOD INEQUITY COMMUNITY CONVERSATION, THE DRAFT RESOLUTION TO THE CITY COUNCIL REGARDING THE COMMITTEE WEBPAGE, A DISCUSSION OF THE MONUMENTS AND MARKERS PROGRAM, AND AN UPDATE ON THE EQUITY AND HUMAN RELATIONS AWARDS AT THE NEXT MEETING.

THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

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#### **Items from Staff**

Serena Wright-Black, Assistant City Manager, reported that she would be retiring at the end of November, with the Chief Financial Officer, Onyx Jones stepping into the Assistant City Manager role and providing support for the Committee starting at the next meeting.

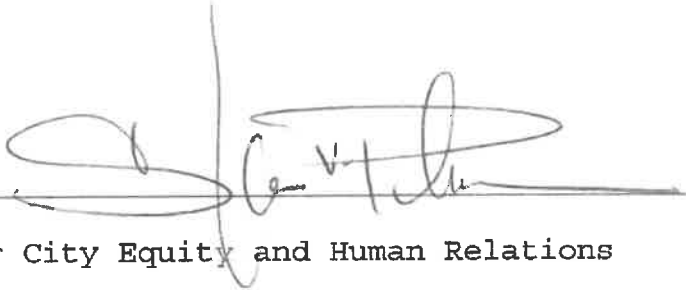
Committee Members thanked Serena Wright-Black for her guidance and support of the Committee.

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**Adjournment**

There being no further business, at 9:31 P.M., the Equity and Human Relations Advisory Committee adjourned in honor of Serena Wright-Black to Tuesday, December 14, 2021.

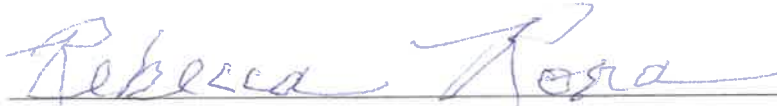
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STEVEN V. PHAM

~~Walter Castillo~~

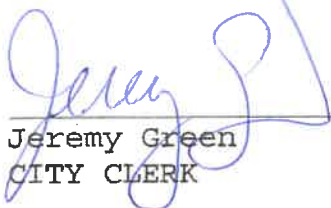
SECRETARY of the Culver City Equity and Human Relations  
Advisory Committee  
Culver City, California

APPROVED

  
Rebecca Rona

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.

  
Jeremy Green  
CITY CLERK

10 MARCH 2022  
Date