



City of Culver City

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Staff Report Details (With Text)

File #: 24-925 **Version:** 1 **Name:** Meeting Schedule for the Remainder of FY 2023-2024
Type: Minute Order **Status:** Agenda Ready
File created: 4/9/2024 **In control:** EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE
On agenda: 4/23/2024 **Final action:**
Title: EHRAC - ACTION ITEM: (1) Discuss the Equity and Human Relations Advisory Committee (EHRAC) Meeting Needs For The Remainder Of Fiscal Year 2023-2024; and (2) If So Desired, Determine and Approve Meeting Dates for the Remainder of Fiscal Year 2023-2024.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 2024-04-23_ATT1_Resolution Amending the EHRAC Bylaws 5.23.2022, 2. 2024-04-23_ATT2_EHRAC Posting Schedule

Date	Ver.	Action By	Action	Result
4/23/2024	1	EQUITY & HUMAN RELATIONS ADVISORY COMMITTEE		

EHRAC - ACTION ITEM: (1) Discuss the Equity and Human Relations Advisory Committee (EHRAC) Meeting Needs For The Remainder Of Fiscal Year 2023-2024; and (2) If So Desired, Determine and Approve Meeting Dates for the Remainder of Fiscal Year 2023-2024.

Meeting Date: April 23, 2024

Contact Person/Dept: Michelle Hamilton/Human Resources

Phone Number: (310) 253-5640

Fiscal Impact: Yes ☐ No ☒ **General Fund:** Yes ☐ No ☒

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (04/17/2024); (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (04/17/2024); (E-Mail) All City Staff (04/17/2024)

Department Approval: Dana Anderson, Human Resources Director (04/17/2024)

RECOMMENDATION

Staff recommends that the Equity and Human Relations Advisory Committee (EHRAC) (1) discuss the Equity and Human Relations Advisory Committee (EHRAC) meeting schedule for the remainder

of Fiscal Year 2023-2024; and (2) if so desired, determine and approve meeting dates for the remainder of Fiscal Year 2023-2024.

BACKGROUND

The Equity and Human Relations Advisory Committee (EHRAC) By-Laws (Attachment 1) contain the following information regarding Regular Meetings, Cancellations, and Special Meetings:

Regular Meetings

The Committee shall meet on a quarterly basis, or as needed, on the 4th Tuesday of the months of July, October, January and April at a time and place to be decided by the Committee.

Cancellation of a scheduled meeting/event:

Regular meetings may be cancelled by the Staff Liaison, in consultation with the Chair.

Special Meetings

Special meetings may be called at any time by the Chair or a quorum of the Committee.

DISCUSSION

In deference to staff and member work and project schedules, Staff recommends that EHRAC meetings, special meetings, and/or events are to be limited to one (1) meeting, special meeting, or event, total, per month. EHRAC may form and/or maintain Ad Hoc Subcommittees to meet and discuss special activities, projects, and events on an as-needed basis.

In accordance with the above, the item for EHRAC's consideration at the April 23, 2024, meeting, will be to discuss and determine the following, if so desired:

1. May 2024 Special Meeting Date
2. June 2024 Special Meeting Date

FISCAL ANALYSIS

None.

ATTACHMENTS

1. 2024-04-23_ATT1_Resolution Amending the EHRAC Bylaws 5.23.2022
2. 2024-04-23_ATT2_EHRAC Posting Schedule 4.23.2024

MOTION

That the Equity and Human Relations Advisory Committee:

1. If so desired, determine and approve Special Meeting dates for the remainder of the Fiscal Year 2023-2024.