



City of Culver City

Staff Report

File #: 21-900, **Version:** 1

Item #: A-6

(1) Receive Report from Outreach and Communication Ad Hoc Subcommittee on Implementation of Work Plan tasks; (2) Discuss Report's Recommendations and Determine Next Steps on Implementing Work Plan; and (3) Provide Direction to Staff If Deemed Appropriate

Meeting Date: April 27, 2021

Contact Person/Dept: Mily C. Huntley/Administrative Services

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 (04/22/2021); (E-Mail) Meetings and Agendas- Equity & Human Relations Advisory Committee (04/22/2021); (E-Mail) All City Staff (04/22/2021)

Department Approval: Serena Wright, Assistant City Manager (04/22/2021)

RECOMMENDATION

Staff recommends that the Equity & Human Relations Advisory Committee (EHRAC) receive a report from the Outreach and Communication Ad Hoc Subcommittee on implementation of work plan tasks; (2) discuss report's recommendations and determine next steps on implementing the work plan; and (3) provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

At the January 26, 2021 meeting, the EHRAC members created and appointed the following members to the Outreach and Communication Ad Hoc Subcommittee ("Subcommittee"): Chair and Vice Chair Rona and Valverde (respectively), , Dennis and Grimes.

The Subcommittee was tasked with reviewing the City's discrimination, harassment, and retaliation form and the EHRAC's webpage, and to report back their recommendations at the February 23, 2021 meeting. Staff provided a report of which recommendations proposed by the Subcommittee were feasible to implement and which were not. On April 8, 2021, staff met with the Subcommittee and provided further clarification.

Attached are the Outreach and Communication Ad Hoc Subcommittee's revised reports setting forth its response to staff's suggestions and new recommendations regarding the EHRAC webpage and City's complaint form.

FISCAL ANALYSIS

There is no fiscal impact associated with this Agenda item.

ATTACHMENTS

1. Outreach and Communication Ad Hoc Subcommittee's response to Staff recommendations - EHRAC webpage.
2. Outreach and Communication Ad Hoc Subcommittee's response to Staff recommendations - Complaint Form.

MOTION

That the Equity & Human Relations Advisory Committee:

1. Discuss Outreach and Communication Ad Hoc Subcommittee's recommendations;
2. Provide further direction to staff if deemed appropriate.