



City of Culver City

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Staff Report

File #: 24-655, **Version:** 1

Item #: A-12.

(1) Review EHRAC posting meeting calendar; and (2) In Accordance with Meeting Dates and Proposed Event Dates Determine Potential Special Meeting Dates for February and March 2024; and (3) If so, Desired Approve Special Meeting Dates for February and March.

Meeting Date: January 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 (1/17/24); (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (1/17/24); (E-Mail) All City Staff (1/17/24)

Department Approval: Dana Anderson, Human Resources Director (1/17/24)

RECOMMENDATION

Staff recommends that the Equity and Human Relation Advisory Committee (EHRAC): (1) review EHRAC posting meeting calendar; and (2) in accordance with meeting dates and proposed event dates determine potential special meeting dates for February and March 2024; and (3) if so desired, approve special meeting dates for February and March.

BACKGROUND/DISCUSSION

Regular meetings are scheduled for January 23, 2024, and April 23, 2024, in accordance with the By-Laws: Section IV. Meetings: A. 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. Regular meetings may be cancelled by the Staff Liaison, in consultation with the Chair. The Committee may form Ad Hoc Subcommittees to meet and discuss special activities, events, and topics on an as needed basis.

With special events coming up over the next 4 months, special meetings must be scheduled in accordance with Section IV. Meetings- B Special Meetings: Special meetings may be called at any time by the Chair or a quorum of the Committee.

It is staff's recommendation that special meetings be limited to one per month.

FISCAL ANALYSIS

None

ATTACHMENTS

1. EHRAC Posting Schedule and Important Dates and Deadlines 10.18.23

MOTION

That the Equity and Human Relations Advisory Committee.

1. In accordance, with meeting dates and proposed event dates determine potential special meeting dates for February and March 2024
2. If so desired, approve special meeting dates for February and March 2024.