City of Culver City

Staff Report Details (With Text)

File #:	22-97	**Version:** 1 **Name:**	Discussion of Virtual Meetings vs In-Person Meetings and Determination of Future Meeting Formats
Type:	Minute Order	**Status:**	Action Item
File created:	7/20/2021	**In control:**	CIVIL SERVICE COMMISSION
On agenda:	8/4/2021	**Final action:**	
Title:	(1) Discussion of Virtual Meetings Versus In-Person Meetings and (2) Determination of Future Meeting Formats Once Permitted to Meet in Person by the City.		
Sponsors:			
Indexes:			
Code sections:			
Attachments:			

Date	Ver.	Action By	Action	Result

(1) Discussion of Virtual Meetings Versus In-Person Meetings and (2) Determination of Future Meeting Formats Once Permitted to Meet in Person by the City.

Meeting Date: August 4, 2021

Contact Person/Dept: Walter Castillo / Administrative Services

Phone Number: (310) 253-5640

Fiscal Impact: Yes []   No [X]   **General Fund:** Yes []   No []

Public Hearing: []   **Action Item:**   [X]   **Attachments:** []

Public Notification: (Email) Meetings and Agendas (07/29/21); (Email) All City Staff (07/29/21)

Department Approval: Serena Wright-Black, Assistant City Manager, (07/27/2021)

RECOMMENDATION

Staff recommends that the Civil Service Commission (1) hold a discussion of virtual meetings versus in-person meetings and (2) make a determination of a future meeting formats once in-person meetings are permitted, consistent with direction from the City Manager's Office.

BACKGROUND/DISCUSSION

On March 14, 2020 the City proclaimed a local emergency to combat the spread of Covid-19 and issued subsequent public orders beginning March 16, 2020. In adherence to such orders and to protect the health, safety and welfare of Council Members, Commission, Committee and Board (CBC) members, City staff and the public, the City discontinued in-person City Council and CBC meetings until further notice. All meetings are held remotely through "WebEx" or similar video-based programs.

At the Commission's June regular meeting there was consensus among the Commissioners to agendize a discussion of holding Commission meetings in-person. Additionally, as part of the City's re-opening plan, and per City Manager direction, Human Resources staff requests that the Commission as a group determine its future meeting format, once in-person meetings are permitted.

City staff has reviewed the current County of Los Angeles Public Health Orders and local emergency public orders issued by the City Manager as well as internal guidelines and policies, to prepare the City's re-opening plan. The City Manager has determined that in light of the current mask mandate issued by the County of Los Angeles Health Department, and the rapid increase in COVID-19 cases in Los Angeles County, until further notice all City Council and Commission, Boards, and Committees (CBCs) meetings will continue to be held virtually. Once that mask mandate is lifted, meetings of these bodies will be held as follows:

- City Council and Planning Commission meetings will be held in a hybrid fashion, allowing the public to attend in-person or virtually.
- All CBCs, including the Civil Service Commission may choose, as a CBC body, to meet either virtually or in-person, including meetings held jointly with another CBC and CBC subcommittee meetings. There will be no hybrid option for CBCs. The CBCs are to make this determination during their meetings held between July 22, 2021 and August 20, 2021.

The purpose of this agenda item is for the Commission to discuss and provide staff with the preferred meeting format for future meetings, consistent with the direction of the City Manager.

FISCAL ANALYSIS

There is no fiscal impact associated with the discussion of this item.

ATTACHMENTS

None.

MOTION

That the Civil Service Commission:

1. Make a Determination to hold Future Civil Service Commission Meetings In-Person; or
2. Make a Determination to hold Future Civil Service Commission Meetings Virtually.