



City of Culver City

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Staff Report Details (With Text)

File #: 22-749 **Version:** 1 **Name:** Subcommittee Reports
Type: Minute Order **Status:** Action Item
File created: 2/4/2022 **In control:** FINANCE ADVISORY COMMITTEE
On agenda: 2/9/2022 **Final action:**
Title: (1) Receive Reports from the Government Efficiency Ad Hoc Subcommittee; (2) Discuss Report Recommendations and Determine Next Steps; and (3) Provide Direction to Staff, If Deemed Appropriate

Sponsors:

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Code sections:

Attachments: 1. 2022-02-09_ATT-1_Innovation and Performance Award Schedule (rev3)

Date	Ver.	Action By	Action	Result
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(1) Receive Reports from the Government Efficiency Ad Hoc Subcommittee; (2) Discuss Report Recommendations and Determine Next Steps; and (3) Provide Direction to Staff, If Deemed Appropriate

Meeting Date: February 9, 2022

Contact Person/Dept: Erica Melton/Finance Department

Phone Number: (310) 253-5865

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Public Hearing: ☐

Action Item: ☒

Attachments: ☐

Public Notification: (E-Mail) Meetings and Agendas - Finance Advisory Committee (02/09/2022)

Department Approval: Lisa Soghor, Assistant City Manager (02/09/2022)

RECOMMENDATION

Staff recommends that the Finance Advisory Committee (FAC) (1) receive reports from the Government Efficiency Ad Hoc Subcommittee; (2) receive reports from the Business License Review Ad Hoc Subcommittee; (3) discuss reports' recommendations and determine next steps; and (4) provide direction to Staff, if deemed appropriate.

BACKGROUND/DISCUSSION

Based on the proposed Fiscal Year 2022 FAC Work Plan, the following FAC Ad Hoc Subcommittees were created and will offer reports for discussion, recommendations, and next steps to provide direction to Staff, if deemed necessary:

- Government Efficiency Ad Hoc Subcommittee
 - Members: Diga Jacobsen, Griffing, and Quinn
 - Purpose: This ad hoc subcommittee was established to research and implement a City Innovation Award Program to encourage Employees, Departments or Committee/Advisory Commission members to contribute towards increased efficiency, improved quality of life for Culver City residents, reduced costs and/or generated revenue, or demonstrated distinguished performance based on department goals/outcome measures. The ad hoc subcommittee has developed a process, application, initial timeline, and secured funding via the approved Fiscal Year 2021/2022 Adopted Budget.
 - Report: Throughout the month of November the subcommittee met to discuss outreach strategies, finalize the application form, and review draft documentation. The subcommittee is working with the Finance Department and the City Manager's Office for appropriate methods of informing City staff of the awards program to increase participation. The application is being developed by the IT Department into a digital submittal form for ease of completing by applicants as well as reduction of wasted paper. Draft documentation was written including a suggested message to staff from City Manager and cover letter. Finally, given challenges with timing the subcommittee agreed to push the schedule forward by two weeks (see attached revised schedule).

ATTACHMENTS

1. 2022-02-09_ATT-1_Innovation and Performance Award Schedule (rev3)

MOTION

That the FAC:

1. Receive Reports from the Government Efficiency Ad Hoc Subcommittee; and
2. Discuss Report Recommendations and Determine Next Steps; and
3. Provide Direction to Staff, If Deemed Appropriate