



City of Culver City

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Staff Report

File #: 20-29, **Version:** 2

Item #: A-1.

(1) ADMINISTRATION OF THE OATH OF OFFICE TO RE/APPOINTED DISABILITY ADVISORY COMMITTEE MEMBER; AND (2) SELECTION OF THE CHAIR AND VICE CHAIR

Meeting Date: August 14, 2019

Contact Person/Dept: Laurence Ma/Senior & Social Services

Phone Number: 310-253-6721

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☐

Public Hearing: ☐ **Action Item:** ☒ **Attachments:** Yes ☐ No ☒

Public Notification: (E-mail) Meetings and Agendas (8/9/19); (E-mail) Parks, Recreation & Community Service Department Updates (8/9/19)

Department Approval: Armando Abrego, Senior & Social Services Manager (8/8/19)

RECOMMENDATION

Staff recommends that the Disability Advisory Committee (DAC) (1) observe the administration of the Oath of Office to reappointed DAC Member N. John Hasegawa; (2) observe the administration of the Oath of Office to new DAC Members Carmen Ibarra and Janice Goldhaber; (3) select, by majority vote, a Chairperson and Vice Chairperson to serve in that capacity until the next reorganization in July 2020 or thereafter.

BACKGROUND

The Civil Service Rule 2.3 requires the selection, by majority vote of the Committee, a Chairperson and a Vice Chairperson for an annual term effective July 1 or thereafter. The Committee shall not conduct official business unless a quorum (5 members) is present

REORGANIZATION 2019

1. Administration of the Oath of Office to the Reappointed Committee Member

1-A. ADMINISTRATION OF THE OATH OF OFFICE

On June 10, 2019, the City Council reappointed N. John Hasegawa to the DAC Seat Number 3 for a full term expiring June 30, 2023. City Council appointed Carmen Ibarra to the DAC Seat Number 8 and Janice

Goldhaber to the DAC Seat Number 9 for their first full term expiring June 30, 2023. The Committee Secretary administers the Constitutional and Loyalty Oaths to the appointed and reappointed member, both parties sign a duplicate original of the document, and the member is then presented with one of the signed documents. The retiring Committee member shall be thanked for their years of service and may then leave the dais.

2. Selection of the Chair and Vice Chair

At the first meeting at the beginning of the fiscal year, the DAC selects a Chair and Vice Chair. Committee does not have a formal policy for the selection of the Chair and Vice Chair. Traditionally the Vice Chair becomes the Chair and the Member with the most seniority becomes the Vice Chair. However, selection of Chair and Vice Chair is at the discretion of the Committee Members.

2-A. NOMINATIONS FOR CHAIR

The current Chair announces that this is the time and place to receive nominations for Chair, calls for nominations, closes the nominations, and calls for the vote.

Recommended Motion: That the Disability Advisory Committee select a Committee Member _____ as Chair of the Disability Advisory Committee for Fiscal Year 2019/2020.

2-B. NEW CHAIR OPENS NOMINATIONS FOR VICE CHAIR

The new Chair then announces that this is the time and place to receive nominations for Vice Chair, calls for nominations, closes the nominations, and calls for the vote.

Recommended Motion: That the Disability Advisory Committee select a Committee Member _____ as Vice Chair of the Disability Advisory Committee for Fiscal Year 2019/2020.

2-C. COMMENTS BY DISABILITY ADVISORY COMMITTEE MEMBERS

The Chair calls on Committee for any remarks they may wish to make at this time. There is no special action necessary by the Committee. In the past, Committee have made comments about the previous year and future plans for the Committee.

FISCAL IMPACT

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

ATTACHMENTS - None

MOTION:

That the Disability Advisory Committee:

1. Observe the administration of the Oath of Office to reappointed DAC Member N. John Hasegawa and appointed DAC Members Janice Goldhaber and Carmen Ibarra ; and,

2. Select the Chair and Vice Chair of the Disability Advisory Committee