



City of Culver City

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Staff Report

File #: 21-391, **Version:** 1

Item #: A-1

(1) Discuss Additional Outreach and Continued Distribution of the Community Survey in Spanish; (2) Review and Discuss the Ad Hoc Subcommittee's Draft Work Plan; (3) (if desired) Form Subcommittees if Needed Based on the Proposed Work Plan, and Appoint Members Thereto; (4) Make Recommendations to City Council on Proposed Work Plan for Fiscal Year 2020-2021; and (5) Provide Direction to Staff if Deemed Appropriate.

Meeting Date: October 27, 2020

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

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 (10/22/2020); (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (10/22/2020); (E-Mail) All City Staff (10/22/2020)

Department Approval: Serena Wright, Assistant City Manager (10/22/2020)

RECOMMENDATION

Staff recommends that the Equity & Human Relations Advisory Committee (EHRAC):

(1) discuss additional outreach and continued distribution of the Community Survey in Spanish; (2) review and discuss the Ad Hoc Subcommittee's draft Work Plan; (3) (if desired) form Subcommittees if needed based on the proposed work plan, and appoint Members thereto; (4) make recommendations to City Council on proposed Work Plan for fiscal year 2020-2021; and (5) provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

Survey Results (Spanish)

During the September 26, 2020 EHRAC meeting, Staff notified the EHRAC that due to staff oversight, a Spanish version of the online survey drafted by the Ad Hoc Community Outreach Subcommittee, consisting of 13 questions, was not disseminated to Spanish-speaking community members. Accordingly, the online Spanish-language survey was advertised in the City's social media outlets including Facebook, Instagram and Twitter; on the City's website, and through GovDelivery provided to thousands of subscribers, including local publications.

The survey received only one response. Accordingly, the EHRAC may wish to discuss additional outreach

methods to the Spanish language community, and distribute additional copies of the survey, if a reasonable manner of distribution and return can be arrived at by the Members.

Ad Hoc Subcommittee's Draft Workplan

During the September meeting, the Committee selected an Ad Hoc Subcommittee to work on a draft work plan, which the Ad Hoc Subcommittee submitted to staff. The draft work plan is attached. After discussion, staff will make any changes determined by the ERHAC so that the proposed Work Plan may be submitted to City Council for approval.

Form and Appoint Members to Subcommittees Based on Proposed Work Plan

Depending on the EHRAC's discussion of the draft work plan, if desired, additional subcommittees may be formed, based on the final proposed Work Plan, and members of the EHRAC appointed to the subcommittees.

FISCAL ANALYSIS

There is no fiscal impact associated with this Agenda item.

ATTACHMENTS

1. Draft Work Plan submitted by Ad Hoc Subcommittee

MOTION

That the Equity & Human Relations Advisory Committee:

1. Approve a proposed Work Plan for FY 20/21 to be recommended to City Council;
2. (if Work Plan is developed) direct staff to submit the proposed Work Plan to the City Council for approval;
3. Provide further direction to staff if deemed appropriate.