



City of Culver City

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Council Chambers
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Staff Report

File #: 21-500, **Version:** 1

Item #: A-1

(1) Continued Discussion of the Ad Hoc Subcommittee's Draft Work Plan; (2) Consideration of Appointing Liaison(s) to Other City of Culver City's Committees, Boards, Commissions and Racial Equity Action Plan (R.E.A.P) Consultants; (3) (if desired) Form Ad Hoc 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: December 1, 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 (11/25/2020); (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (11/25/2020); (E-Mail) All City Staff (11/25/2020)

Department Approval: Serena Wright, Assistant City Manager (11/25/2020)

RECOMMENDATION

Staff recommends that the Equity & Human Relations Advisory Committee (EHRAC):
(1) continue to discuss the Ad Hoc Subcommittee's draft Work Plan; (2) consider appointing liaison(s) to other City's committees, boards, commissions and the Racial Equity Action Plan (REAP) consultants; (3) (if desired) form Ad Hoc 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) to provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

Ad Hoc Subcommittee's Draft Workplan

During the September meeting, the EHRAC selected an Ad Hoc Subcommittee to work on a draft work plan, which the Ad Hoc Subcommittee submitted to staff. The first draft of a work plan was provided and discussed during the October 27, 2020 regular EHRAC meeting. An updated draft of the work plan was provided to staff by the Ad Hoc Subcommittee on November 18, 2020, which is attached hereto.

Consideration of Appointing Liaison(s) to Other City of Culver City's Committees, Boards, Commissions and R.E.A.P Consultants

During the work plan discussion at the October 27, 2020 meeting, the Committee brought up the possibility of appointing members of the Committee to act as the liaison with other City Commissions, Boards and Committees (CBCs). Among other possible tasks, a liaison would attend the meetings of the designated CBC, provide public comment to that CBC as directed and authorized by the EHRAC on matters within the purview of the EHRAC, and report back to the EHRAC on matters that may overlap between the two bodies.

Form and Appoint Members to Ad Hoc Subcommittees Based on Proposed Work Plan

The EHRAC Bylaws provides that the Committee “may form Ad Hoc Subcommittees to meet and discuss special activities, events and topics on an as needed basis.” Depending on the EHRAC’s discussion of the draft work plan, if desired, ad hoc subcommittees may be formed, based on the final approved Work Plan, and members of the EHRAC appointed to the subcommittees, consistent with the Bylaws.

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. (if desired) appoint members of the Committee to serve as liaison to various City Committees, Boards and Commissions;
4. Form and appoint Committee members to ad hoc subcommittees based on the work plan needs; and
5. Provide further direction to staff if deemed appropriate.