



City of Culver City

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Council Chambers
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Staff Report

File #: 21-623, **Version:** 1

Item #: A-1

(1) Discuss Creating Ad Hoc Subcommittees per the Approved EHRAC Work Plan; (2) (if desired) Form Ad Hoc Subcommittees if Needed, Based on the Work Plan, and Appoint Members Thereto; (3) Discuss Appointing Liaison(s) to Other City of Culver City Commissions, Boards, and Committees (CBC), and the City's Racial Equity Action Plan (R.E.A.P) Consultant; (4) (if desired) Appoint Liaisons to CBCs and the REAP Consultant; (5) Discuss The Creation and Dissemination of Surveys; and (6) Provide Direction to Staff if Deemed Appropriate.

Meeting Date: January 26, 2021

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 (1/22/2021); (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (1/22/2021); (E-Mail) All City Staff (1/22/2021)

Department Approval: Serena Wright, Assistant City Manager (1/22/2021)

RECOMMENDATION

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

(1) discuss creating Ad Hoc Subcommittees per the approved EHRAC Work Plan; (2) (if desired) form Ad Hoc Subcommittees if needed, based on the Work Plan, and appoint members thereto; (3) discuss appointing liaison(s) to other City of Culver City commissions, boards, and committees (CBC), and the city's Racial Equity Action Plan (R.E.A.P) consultant; (4) (if desired) appoint liaisons to CBCs and the R.E.A.P. consultant; (5) discuss the creation and dissemination of surveys; and (6) provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

Form and Appoint Members to Ad Hoc Subcommittees Based on the 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 City Council's approval of the Committee's work plan, if desired, ad hoc subcommittees may be formed, and members of the EHRAC appointed to the subcommittees, consistent with the Bylaws.

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 discussions at the October 27, 2020 and December 1, 2020 meetings, 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.

Discussion of Surveys

During the December 1, 2020 meeting, the Committee agreed to agendaize for the next regular meeting, a discussion on how to disseminate surveys in different languages and how to make them more accessible.

FISCAL ANALYSIS

There is no fiscal impact associated with this Agenda item.

ATTACHMENTS

1. EHRAC Final Work Plan Submitted to City Council

MOTION

That the Equity & Human Relations Advisory Committee:

- (1) (if desired) form Ad Hoc Subcommittees based on the Work Plan;
- (2) Appoint Members to newly formed Ad Hoc Subcommittees;
- (3) (if desired) Appoint liaisons to various Commissions, Boards, and Committees;
- (4) Provide direction to staff if deemed appropriate.