



City of Culver City

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Staff Report

File #: 21-723, **Version:** 1

Item #: A-2

(1) Receive Report from Outreach and Communications Ad Hoc Subcommittee on Implementation of Work Plan tasks; (2) Discuss Report's Recommendations and Determine Next Steps on Implementing Work Plan; and (3) Provide Direction to Staff If Deemed Appropriate

Meeting Date: February 23, 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 (02/19/2021); (E-Mail) Meetings and Agendas- Equity & Human Relations Advisory Committee (02/19/2021); (E-Mail) All City Staff (02/19/2021)

Department Approval: Serena Wright, Assistant City Manager (02/19/2021)

RECOMMENDATION

Staff recommends that the Equity & Human Relations Advisory Committee (EHRAC) receive report from Outreach and Communications Ad Hoc Subcommittee on implementation of work plan tasks; (2) discuss report's recommendations and determine next steps on implementing work plan; and (3) provide direction to staff if deemed appropriate.

BACKGROUND/DISCUSSION

At the January 26, 2021 meeting, the EHRAC members created and appointed the following members to the Outreach and Communications Ad Hoc Subcommittee: Members Dennis and, Grimes, Vice Chair Valverde and Chair Rona.

This ad hoc subcommittee was tasked to make recommendations regarding the EHRAC website page and the complaint form, and to report back their recommendations at the February 23, 2021 meeting. Attached are the EHRAC'S complaint form and the Outreach and Communications Ad Hoc Subcommittee's report setting its recommendations.

FISCAL ANALYSIS

There is no fiscal impact associated with this Agenda item.

ATTACHMENTS

1. EHRAC Complaint Form
2. Outreach and Communications Ad Hoc Subcommittee's report

MOTION

That the Equity & Human Relations Advisory Committee:

1. Discuss Outreach and Communications Ad Hoc Subcommittee's recommendations;
2. Provide further direction to staff if deemed appropriate.