



# City of Culver City

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## Staff Report

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### DAC - SELECTION OF THE CHAIR AND VICE CHAIR

**Meeting Date:** August 11, 2021

**Contact Person/Dept:** Laurence Ma/PRCS

**Phone Number:** (310) 253-6678

**Fiscal Impact:** Yes ☐ No ☒

**General Fund:** Yes ☐ No ☐

**Public Hearing:** ☐

**Action Item:** ☒

**Attachments:** ☐

**Public Notification:** Meetings and Agendas - Disability Advisory Committee (08/5/2021); Parks, Recreation & Community Service Department Updates (Email) (08/5/2021); Disability Advisory Committee Updates (Email) (8/5/2021).

**Department Approval:** Jill Thomsen, RCS Supervisor (08/3/2021)

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### RECOMMENDATION

This new Fiscal Year 2021-22, no committee members were termed out and no members were newly appointed to the Disability Advisory Committee. Therefore, staff recommends that the Disability Advisory Committee (DAC) select, by majority vote, a Chairperson and Vice Chairperson to serve in that capacity until the next reorganization in July 2022 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 is present

### REORGANIZATION 2021

#### 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.

### 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 2021/2022.

#### **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 2021/2022.

#### **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 plan 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. Select the Chair and Vice Chair of the Disability Advisory Committee