



City of Culver City

Mike Balkman Council
Chambers
9770 Culver Blvd.
Culver City, CA 90232

Staff Report

File #: 22-1041, **Version:** 1

Item #: C-10.

CC - CONSENT ITEM: Adoption of a Resolution: (1) Approving the Equity and Human Relations Advisory Committee's (EHRAC) Recommendation to Amend the EHRAC Bylaws to Allow for Up to a Three-Year Term for the Labor Representative Seat; and (2) Amending the Bylaws Pertaining to Scheduling Regular Meetings to be Consistent with Other City Bodies.

Meeting Date: May 23, 2022

Contact Person/Dept.: Onyx Jones / Administrative Services Department

Phone Number: (310) 253-5640

Fiscal Impact: Yes ☐ No ☒

General Fund: Yes ☐ No ☒

Attachments: Yes ☒ No ☐

Commission Action Required: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/18/2022)

Department Approval: Onyx Jones, Assistant City Manager (05/18/2022)

RECOMMENDATION

Staff recommends the City Council: adopt a Resolution (1) approving the Equity and Human Relations Advisory Committee's (EHRAC) recommendation to amend the EHRAC Bylaws to allow for up to a three-year term for the Labor Representative seat; and (2) amending the Bylaws pertaining to scheduling regular meetings to be consistent with other City bodies.

BACKGROUND

The EHRAC consists of nine members appointed by City Council, including seven Members at large, one youth representative and one Labor Representative.:

The current process provides that employees who are members of one of the City's six bargaining units may submit an application directly to the City Clerk's office, to be considered by City Council, to serve a one-year term as the Labor Representative, with a maximum of two terms.

DISCUSSION

During the March 22, 2022 regular EHRAC meeting, the EHRAC requested that staff review a Bylaw change such that the term of the Labor Representative Seat remain at one year, but with the option for the Representative to remain in the seat for up to three years. On page three (3) of the current Bylaws under section C, "Terms of Office," the Labor Representative Seat reads:

"Labor Representative: This Member shall serve a one-year term, and shall serve a maximum of two consecutive terms. If a Member serves a partial term in excess of six months, it shall be considered a full term for the purpose of these Bylaws."

The EHRAC is recommending the following amendment of this section of the Bylaws for the City Council to consider approving at the May 23, 2022 City Council meeting:

"Labor Representative: This Member shall serve a one-year term, and shall serve a maximum of three consecutive terms, with the option of opting out of the seat at the end of the first or second term. If a Member serves a partial term in excess of six months, it shall be considered a full term for the purpose of the Bylaws."

Additionally, staff recommends a minor revision to the EHRAC Bylaws pertaining to the scheduling of regular meetings. The current language allows the staff liaison to reschedule a regular meeting when necessary. However, the City's practice when rescheduling regular meetings is for a special meeting to be called instead. The below is the suggested revision .

IV. MEETINGS

A. Regular Meetings

The Committee shall meet on a quarterly basis, or as needed, on the 4th Tuesday of the months of July, October, January and April at a time and place to be decided by the Committee. ~~Regular meetings may be rescheduled by the Staff Liaison when necessary.~~ Regular meetings may be cancelled by the Staff Liaison, in consultation with the Chair. The Committee may form Ad Hoc Subcommittees to meet and discuss special activities, events and topics on an as needed basis.

B. Special Meetings

Special meetings may be called at any time by the Chair or a quorum of the Committee

Attachment 1 reflects the "clean version" of the proposed amended Bylaws, attached to the proposed Resolution, and Attachment 2 reflects a redlined version with the proposed changes.

FISCAL ANALYSIS

There is no fiscal impact associated with this agenda item.

ATTACHMENTS

1. 2022-05-23_Att 1 Proposed Resolution
2. 2022-05-23_Att 2 EHRAC Redlined Version of Bylaws

MOTIONS

That the City Council:

Adopt a Resolution: (1) approving the Equity and Human Relations Advisory Committee's (EHRAC) recommendation to amend the EHRAC Bylaws to allow for up to a three-year term for the Labor Representative seat; and (2) amending the Bylaws pertaining to scheduling regular meetings to be consistent with other City bodies.