



City of Culver City

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Council Chambers
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Staff Report

File #: 23-38, **Version:** 1

Item #: A-7

(1) Consider a Recommendation to City Council to Amend the EHRAC Bylaws to Increase the Number of Regular Meetings to Allow for Six Regular Meetings Per Fiscal Year; (2) Provide Direction to Staff as Deemed Appropriate.

Meeting Date: July 26, 2022

Contact Person/Dept: Stephanie Condran / Human Resources 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 (07/21/2022); (E-Mail) Meetings and Agendas- Equity & Human Relations Advisory Committee (07/21/2022); (E-Mail) All City Staff (07/21/2022)

Department Approval: Dana Anderson, Director of Human Resources (07/21/2022)

RECOMMENDATION

Staff recommends that the Equity and Human Relations Advisory Committee (EHRAC): (1) consider a recommendation to City Council to amend the EHRAC Bylaws to increase the number of regular meetings to allow for six (6) regular meeting; and (2) provide direction to staff as deemed appropriate.

BACKGROUND/DISCUSSION

During the April 26, 2022 regular meeting, Chair Rona achieved consensus to agendize this item during the July 26, 2022 regular meeting.

On page four of the current Bylaws under "Meetings," the language reads:

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 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.

The discussion at the regular July meeting is to determine whether to recommend to City Council that the Bylaws are amended to change from regular meetings on a quarterly basis (in July, October, January, and April), to holding regular meetings six (6) times per fiscal year, to allow for adequate time to plan events and workshops. Additionally, allowing additional regular meetings will reduce the need for special meetings.

If approved, the recommended change to the EHRAC Bylaws will need to go to City Council for review and approval.

FISCAL ANALYSIS

There is no fiscal impact associated with this agenda item.

ATTACHMENTS

1. EHRAC Bylaws

MOTION

That the Equity and Human Relations Advisory Committee:

1. Consider a recommendation to City Council to amend the EHRAC Bylaws to increase the number of regular meetings to allow for six regular meetings per fiscal year;
2. Provide direction to staff as deemed appropriate.