



City of Culver City

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Staff Report

File #: 23-218, **Version:** 1

Item #: A-5

(1) Consideration of the Creation of a Communications Ad Hoc Subcommittee; (2) (if desired) Form a Communications Ad Hoc Subcommittee and Appoint Members Thereto; (3) Provide Direction to Staff as Deemed Appropriate.

Meeting Date: September 27, 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 (09/22/2022) (E-Mail) Meetings and Agendas - Equity & Human Relations Advisory Committee (09/22/2022) (E-Mail) All City Staff (09/22/2022)

Department Approval: Dana Anderson, Director of Human Resources (09/22/2022)

RECOMMENDATION

Staff recommends the Equity Human Relations Advisory Committee (EHRAC): (1) discuss the creation of a Communications Ad Hoc Subcommittee and possible tasks for the Ad Hoc Subcommittee; (2) (if desired) form a Communications Ad Hoc Subcommittee and appoint members thereto; 3) provide direction to staff as deemed appropriate.

BACKGROUND/ DISCUSSION

During the July 26, 2022 regular meeting, Committee member Rebecca Rona achieved consensus to place this item on the August 23, 2022 regular meeting agenda. The item was not heard that evening, and carried over to the September 25, 2022 meeting.

If an Ad Hoc Subcommittee is formed, the EHRAC should consider and define the tasks and timeframe associated with this Subcommittee. One suggestion from Member Rona was to assemble a list of individuals and various organizations and clubs throughout Culver City. This list would be beneficial to the EHRAC in promoting educational materials, flyers, pamphlets, etc. relating to equity and human relations topics and potentially assist the EHRAC in outreach when requesting public input during regular or special EHRAC meetings. The EHRAC can discuss other similar tasks for the subcommittee, if desired, keeping in mind that an ad hoc subcommittee should have limited defined tasks and a defined term.

FISCAL ANALYSIS

There is no fiscal impact associated with this agenda item. .

ATTACHMENTS

1. None

MOTION

That the Equity and Human Relations Advisory Committee (EHRAC):

- 1) Consider the creation of a Communications Ad Hoc Subcommittee;
- 2) (If desired) appoint members to the Communications Ad Hoc Subcommittee; and
- 3) Provide direction to staff as deemed appropriate.