



City of Culver City

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Staff Report

File #: 23-221, **Version:** 1

Item #: A-6

(1) Discussion of the Equity and Human Relations Advisory Committee's Online Complaint Portal Process Regarding Discrimination, Retaliation, or Harassment

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 that the Equity and Human Relations Advisory Committee (EHRAC) (1) discuss the process for the online complaint portal regarding Discrimination, Retaliation, or Harassment.

BACKGROUND/ DISCUSSION

During the August 23, 2022, regular EHRAC meeting, committee member Rebecca Rona achieved consensus to place this item on the September 27, 2022 regular meeting agenda.

There is an online portal available on EHRAC's City webpage where members of the public can submit a complaint for discrimination, retaliation, or harassment. Once a complaint is submitted through EHRAC's online portal, the complaint is addressed by the appropriate City staff members. Whether the complaint form received pertains to discrimination, retaliation or harassment involving the City, or if it is a neighbor to neighbor dispute or other non-City matter, the complaint is addressed and the complainant receives a response from the appropriate City Staff person or persons.

The purpose of this agenda item is for the EHRAC to understand the process that City staff has in place with regard to receiving complaints through the portal, and how they are appropriately addressed and responded to.

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. Discuss the Equity and Human Relations Advisory Committee's online complaint portal process regarding Discrimination, Retaliation, or Harassment.