



City of Culver City

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Staff Report

File #: 23-828, Version: 1

Item #: A-3.

(1) RECEIVE & FILE GUIDELINES REGARDING INTERACTIONS WITH COMMISSIONS, BOARDS & COMMITTEES AS RELATED TO THE DISABILITY ADVISORY COMMITTEE'S SCHEDULED ACTIVITIES PLAN; (2) IF DESIRED ADJUST SCHEDULED ACTIVITIES PLAN

Meeting Date: June 14, 2023

Contact Person/Dept: Dani Cullens/PRCS

Phone Number: (310) 253-6471

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing:

Action Item:

Attachments:

Public Notification: (E-Mail) Meetings and Agendas - Disabilities Awareness Committee (6/9/2023); (E-Mail) Parks, Recreation & Community Services Department Updates (6/9/2023)

Department Approval: Dani Cullens, PRCS Manager (6/9/2023)

RECOMMENDATION

Staff recommends that the Disability Advisory Committee (1) receive and file the guidelines regarding interactions with other Commissions, Boards & Committees as related to the Disability Advisory Committee's scheduled activities plan and (2) if desired, adjust the scheduled activities plan.

BACKGROUND

In June of 2022 the Disability Advisory Committee (DAC) developed its first Biannual report to City Council. Part of this report was developing scheduled activities and future goals for the DAC.

One of the goals is outlined as such:

“Conduct outreach to City Departments, other Committees, Commissions and Boards in order to relay to them the mission of the Disability Advisory Committee and its wealth of expertise that can serve as a resource in the creation of policies or the planning of activities impacting community members with disabilities.”

While the DAC was drafting their second biannual report to City Council during the regular meeting of February 8, 2023, the committee reviewed its scheduled activities plan for the rest of 2023.

The committee agreed it would be best to hear guidelines from City Staff as shared to them by the City Clerk to learn how to best accomplish this goal or adjust it to be within their ability to complete without violating any rules as a CBC or going beyond their area of focus.

The DAC reached a consensus to add the review of their first goal as part of their scheduled activity plan to the agenda of its next regular meeting on April 12, 2023. This agenda item was postponed to the June 14, 2023, meeting with approval from the chair of the DAC.

DISCUSSION

Staff has prepared this report as an Agenda Item to give the Disability Advisory Committee Members an opportunity to review the guidelines regarding interactions with commissions, boards & committees as related to its scheduled activities plan; and if desired, adjust the scheduled activities plan.

To interact with other Commissions, Boards and Committees (CBC) and City Council, the DAC may:

- Speak as an individual member of the public during public comment or via email, letter, or other form of correspondence.
- Elect members to write a letter on behalf of the DAC & approve staff to have the letter shared with another CBC.
- Vote during a meeting to have a member speak on behalf of the DAC to another CBC during public comment for a limited amount of time and at the discretion of the Chair.

FISCAL IMPACT

There is no fiscal impact associated with this discussion.

ATTACHMENT

There is no attachment associated with this discussion.

MOTIONS

That the Disability Awareness Committee take any or all of the following actions, if desired:

1. Receive and file the guidelines regarding interactions with commissions, boards & committees and;
2. If desired, adjust the scheduled activities plan.