



## MEMBERS

Meghan Sahli-Wells, Mayor  
Jim B. Clarke, Council Member  
Sue Robbins, Member - Board of Education  
Steven Levin, Member – Board of Education

## STAFF

David LaRose, Superintendent  
John M. Nachbar, City Manager

# AGENDA Special Meeting City of Culver City/Culver City Unified School District Liaison Committee

**Monday, February 23, 2015 – 4:00 PM**  
**Veterans Memorial Building**  
**Garden Room**  
**4117 Overland Avenue**  
**Culver City, CA 90230**

**CALL TO ORDER & ROLL CALL – Mayor Sahli-Wells**

## **PUBLIC COMMENT**

*This public comment period shall have an aggregate duration of up to 20 minutes for all bodies in session. Each speaker may address the Committee (and all other bodies in session) for up to three minutes.*

## **CONSENT CALENDAR**

*Consent Calendar items are considered to be routine in nature and may be approved by one motion. All requests to address the Committee under these items must be filed with the Secretary before the Consent Calendar is called by the presiding officer.*

C-1. Approval of Minutes for the Meeting of December 9, 2014. **Recommended motion: Approve minutes as presented.**

## ACTION ITEMS

*The Committee is proposed to have a discussion regarding the items listed in this portion of the Agenda. The discussion may result in the Committee directing staff to provide additional information for further discussion by the Committee at a later date and/or the Committee voting to recommend action by the full City Council and Board of Education.*

A-1. The Committee Members will have a general discussion of items of mutual interest to the City and the Culver City Unified School District. Should the Committee determine that follow-up action is needed on any item discussed at this meeting, it will be placed on a future agenda. The following items are scheduled to be discussed:

- A. Action Item List Report
- B. Future Charitable Partnership Collaborations
- C. Report on Culver City Compact for Collective Impact
- D. Report on Upward Bound House
- E. Grant Opportunities (Including La Ballona Parking Plan)
- F. Report on Student Internship Opportunities
- G. Charitable Parking Meter Plan
- H. Partnership Opportunities

## ADJOURN

**Accommodation:** Any person needing reasonable accommodation related to disabilities, including assisted listening devices, is welcome to contact the City Clerk's Office at 310-253-5851 or see the City Clerk at the meeting.

**Compliance with Government Code Section 54957.5:** Any writing determined to be a public record under subdivision 54957.5(a), which relates to an agenda item for an open session of a regular meeting of the legislative body of a local agency that was distributed less than 72 hours prior to that meeting, shall be made available for public inspection at the time the writing is distributed to all, or a majority of all, of the members of the legislative body. Such documents are available at the Office of the City Clerk, City of Culver City, City Hall, 9770 Culver Boulevard, Culver City, CA 90232 and may be inspected by members of the Public during normal business hours. Such documents may also be made available on the City's Website: [www.culvercity.org](http://www.culvercity.org).



## MEMBERS

Meghan Sahli-Wells, Mayor  
Jim B. Clarke, Councilmember  
Kathy Paspalis, Esq., Member - Board of Education  
Steven Levin, Member – Board of Education

## STAFF

David LaRose, Superintendent  
John M. Nachbar, City Manager

## THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE COMMITTEE

City Council/CCUSD Liaison Committee Meeting  
December 9, 2014 (4:00 P.M. – Patacchia Room)

### CALL TO ORDER AND ROLL CALL

Chair Sahli-Wells called the meeting to order at 4:05 P.M. All Committee Members were present.

### PUBLIC COMMENT

Chair Sahli-Wells invited public comment:

No cards were received and no speakers came forward.

### CONSENT CALENDAR

Item C-1

### Meeting Minutes

Mayor Sahli-Wells requested clarification regarding a mention of after school programs in the last paragraph on page 2 of the minutes and asked that the word discontinuation be changed to discussion.

MOVED BY MEMBER CLARKE, SECONDED BY MEMBER LEVIN AND UNANIMOUSLY CARRIED, THAT THE COMMITTEE APPROVE THE MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 22, 2014 AS AMENDED.

## **ACTION ITEMS**

### **A. Meeting Processes and Protocols (to make meetings Action-Oriented)**

Mayor Sahli-Wells discussed ways to make the meetings more action oriented; maximizing the time together; setting a to do list; shared long-term goals; the Culver City Compact; addressing timely issues; and making a clear path for things to accomplish outside of the meeting.

Discussion ensued between staff and Committee Members regarding consensus on what to accomplish; status; updates; making use of a projector; targeted goals and objectives; things that fall outside of the Compact; and items for the action item list.

Additional discussion ensued between staff and Committee Members regarding the goal of ending childhood homelessness in the City discussed at the previous meeting; the recent vote of the City Council to support coordination with Upward Bound House; agreement that the Culver City Unified School District work on homeless outreach; follow up; measuring success; and coordination between Upward Bound and the District.

### **B. Emergency Communications and Cooperation between the Police Department and the School District**

Discussion ensued between staff and Committee Members regarding a recent modified lockdown; Nixle notifications; basic protocol; communication between the police department and the school; immediate objectives; social media; visibility; emergency drills; training; emergency response; proactive relationships; lockdown decisions; the CCUSD app; coordination; and shared accomplishments.

### **C. Culver City Compact for Collective Impact**

Discussion ensued between staff and Committee Members regarding the recent meeting; identifying areas to work on; sharing of resources and data; intergovernmental cooperation; identifying priorities; pursuing grants; the three goals of the Compact; the ten strategies; assessing current realities; mobility; responsiveness; enthusiasm; staffing support; accelerating support based on the potential to succeed; designated representatives; specific tasks; identifying objective areas of focus; harnessing and identifying what is already being done; agreement from the School District to return to the next meeting with any relevant information and progress made; and procedural rules of the Committee.

## D. Partnership Opportunities

### 1. Sustainability and Nutrition Ideas

Mayor Sahli-Wells discussed the National League of Cities Conference noting that her action item for next time is to bring information from that meeting; she discussed information and grant opportunities from the sustainability tour; she clarified that Sustainability and Nutrition ideas were separate programs; and she suggested a meeting with the School District before the next Liaison Committee meeting to share the information.

### 2. Backpacks for Kids Update

Discussion ensued between Committee Members and staff regarding the successful Backpack for Kids program; appreciation to City staff for their assistance; items collected; increasing awareness; the rate of collection; monetary donations; matching funds; long-term sustainability; notice to School District and City staff; church programs; outreach and coordination; and social media.

Member Clarke asked about a previous discussion regarding selling old City parking meters to the Education Foundation to be repurposed as donation meters.

Discussion ensued between staff and Committee Members regarding legal issues; placement at school sites; and the action item to have staff provide additional information at the next meeting.

Member Clarke discussed shared parking with the School District; the Second Annual Non-Profit Volunteer Service Day; and e-cigarettes.

Discussion ensued between Committee Members and staff regarding current school polices and creating a local ordinance.

Member Paspalis asked that an action item be created to provide an update on ingress and egress at La Ballona and parking.

Additional discussion ensued between staff and Committee Members regarding grants; the active transportation program; and Safe Routes to School.

Member Levin asked about student internships at City Hall.

John Nachbar, City Manager, agreed to follow up with additional information at the next meeting.

Mayor Sahli-Wells discussed the National League of Cities Youth Leadership Program; sharing information with Culver High students; and she asked about Smart 911.

Lieutenant Jason Sims provided background on Smart 911; discussed Nixle; noted that participation was free and increased the ability of the Police Department to serve; and he clarified that only Culver City landlines were included in the program.

Discussion ensued between staff and Committee Members regarding the benefits of available information and information submitted to the website.

#### Review of Action Items:

##### City Items:

Get technology set up to track action items at meetings computer/projector etc.  
Mayor Sahli-Wells to forward information to David LaRose regarding National League of Cities Sustainability and Nutrition Ideas  
Decide on a specific representative for Compact meetings  
Confirm that an email is sent to City staff regarding the food drive with a description  
Report on Culver City student internship opportunities at City Hall  
Staff research on steps to provide 15 minute meters to CCUSD  
Member Clarke to email Service Day information to the Board at CCUSD  
Public Works Director Herbertson to investigate alternate grant applications for the La Ballona parking plan

##### CCUSD Items:

Report on Upward Bound House  
Share Nixle information with administration and district staff  
Report on the progress at the Compact meetings being attended by Dave LaRose  
Determine steps for installations for meters on the school end

##### Joint Items:

Potential new listing of CCUSD accomplishments that would be part of the agenda  
Charitable donations for future collaborations

Discussion ensued between staff and Committee Members regarding creating a shared webpage; working together and projecting the partnership to the community; and potential action items from the discussion.

Mayor Sahli-Wells indicated that she would bring a list to the next meeting to consider for joint actions.

Further discussion ensued between staff and Committee Members regarding earmarking donations through payroll and meeting dates.

## **ADJOURNMENT**

At 5:18 P.M. the City Council/CCUSD Liaison Committee adjourned to February 23, 2015 at 4:00 P.M. in the Dan Patacchia Room at City Hall.

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Jeremy Green  
DEPUTY SECRETARY PRO TEMPORE of the City Council/CCUSD Liaison Committee  
Culver City, California

APPROVED

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Meghan Sahli-Wells  
CHAIR of the City Council/CCUSD Liaison Committee  
Culver City, California