



**CITY OF BEVERLY HILLS**

Room 280-A  
455 North Rexford Drive  
Beverly Hills, CA 90210

**HUMAN RELATIONS COMMISSION  
REGULAR MEETING MINUTES**

December 15, 2016  
9:00 a.m.

**MEETING CALLED TO ORDER**

Date/Time: December 15, 2016 / 9:01 a.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Commissioners Present: Commissioners Saleh, Berman, Blumenfeld, Vice Chair Friedman, Chair Popovich Levyn

Commissioners Absent: None

Staff Present: James R. Latta, Rachel L. Evans, Linda Kyriazi

**COMMUNICATIONS FROM THE AUDIENCE**

Members of the public may address the Commission regarding any items not on the Agenda that are within the subject matter jurisdiction of the Commission. By State law, the Commission may not discuss or vote on items not on the Agenda.

None.

**APPROVAL OF AGENDA**

By order of the Chair, the agenda was approved as amended, depending on time, possibly moving item #7 to #4 (Beverly Hills Ambassador Program). This reordering is to accommodate the schedule of our guest speakers.

**CONSENT CALENDAR**

1. Consideration of Minutes of the Regular Meeting of November 17, 2016.

MOTION by Saleh, SECONDED by Friedman to approve the Meeting Minutes as presented.  
(5/0)

AYES: Saleh, Berman, Blumenfeld, Friedman, Popovich Levyn

NOES: None

ABSENT: None

ABSTAIN: None

CARRIED

## **REPORTS FROM PRIORITY AGENCIES**

### **Beverly Hills Unified School District**

Governing Vice President Lisa Korbato provided an update:

A new superintendent has been hired from the Chicago area and will start on February 1, 2017.

An update on school construction was provided.

BHUSD sold house that was used by the Superintendent.

### **Beverly Hills Police Department**

Police Sergeant Max Subin provided an update on:

Residential burglaries and holiday safety tips.

Package and posted mail theft.

Home protection.

Social Media communication.

## **CONTINUED BUSINESS**

### **2. Tenant Landlord Forum**

Human Services Administrator James R. Latta updated the Commission on phone calls received from both tenants and landlords.

Speakers: Ramin Zar, David Finkelstein

### **3. Tenant Landlord Policy Update**

Code Enforcement Manager Nestor Otazu provided more specific statistics to the Commission.

MOTION by Friedman, SECONDED by Berman: I move to schedule a meeting with the liaisons. (5/0)

AYES: Saleh, Berman, Blumenfeld, Friedman, Popovich Levyn

NOES: None

ABSENT: None

ABSTAIN: None

CARRIED

### **4. Human Relations Work Plan Review**

The Commission reviewed the status of their existing work plan in addition to similar or new proposals.

## **NEW BUSINESS**

### **5. 2017 Election Civility Statement Implementation**

Byron Pope, City Clerk, presented an overview of the 2017 City Council Municipal election in addition to the City Treasurer's election. In the candidate's information packets, the cover letter from the Commission that was signed by Chair Popovich Levyn, was included in addition to the Human Relations Civility Statement. Candidates were to sign an acknowledgement that they would abide by the civility rules of that statement during this campaign season. All nine candidates have signed that pledge and submitted the form with their paperwork.

### **6. CAGF FY 2017-18**

Human Services Administrator James R. Latta provided an update on the FY 2017-18 Community Assistance Grant Funding Request for Proposal (RFP). Proposals were announced and will be accepted until 5:00pm, Friday, February 3, 2017.

This year the City will also be accepting applications for cultural grants. These grants must still meet the same basic criteria, but must also be existing Beverly Hills organizations that have demonstrated a history of exemplary cultural opportunities which respond to community needs.

## **STATUS REPORTS**

### **7. Beverly Hills Ambassador Program**

Operations Manager Kris Zagya provided an update on the progress of the Ambassador Program.

### **8. 2017 Beverly Hills Homeless Count**

Human Services Specialist, Rachel Evans reminded the Commission about the 2017 Homeless Count that the Human Services Department will be hosting on January 25, 2017 from 8pm – 1am at Beverly Hills City Hall in the Municipal Gallery.

The 12 winter shelters opened throughout the county on December 1, 2016 and will continually stay open until March 1, 2017. These shelters provide beds, warmth, food and temporary emergency shelter. Please register to "count the homeless" at: [www.theycountwillyou.org](http://www.theycountwillyou.org)

## **COMMUNICATIONS FROM THE COMMISSION**

### **9. Mayor's Cabinet Meeting**

The December meeting minutes were provided at the meeting.

## **COMMUNICATIONS FROM STAFF**

### **10. Administrator's Report**

Human Services Administrator James R. Latta provided an update on:

- The Embrace Civility presentation was held at the December 6, 2016 City Council Formal meeting.
- Met with staff at the Wallis Annenberg Center regarding a new cultural grant component of the CAGF and other opportunities to partner with the City.
- The Chair and Vice Chair training was held December 7, 2016.
- Reviewed CDBD audit process scheduled for December 13, 2016.
- Brad Meyerowitz, Recreation Services Manager, is retiring after 38 years of service.
- Update on the Assistant Director for Community Services hiring process.
- Government Affairs Ambassador presentation at the Beverly Hills Chamber January 12, 2017.
- Team Beverly Hills: Human Services and Human Relations Commission presentation, January 12, 2017.
- CDBG Public Hearing is being held on January 23, 2017.
- Community Assistance Grant Fund Application deadline for FY 17-18 is February 3, 2017.

#### 11. Overview of Current and Pending Agenda Items

- An update on a possible change in smoking ordinance.
- Work plan items to be reviewed again.
- Commissioner Blumenfeld requested an update from the City Attorney's office on the guidelines for Commissioners recusing themselves from an applicant.

#### 12. Calendar for 2017 Regular Meetings

Reviewed with a reminder that the Commission is dark in July.

#### 13. Commission Chair and Vice Chair Rotation

Chair Popovich Levyn was presented with an outgoing gavel as a gift for her term and the Commissioners praised her for her dedication to Embracing Civility.

### MEETING ADJOURNED

Date / Time: December 15, 2016 at 11:40 a.m.

PASSED AND APPROVED THIS 19 DAY of January, 2017

  
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Jerald Friedman, Chair