



CITY OF BEVERLY HILLS
455 N. Rexford Drive
Beverly Hills, CA 90210
4th Floor Conference Room A
Sunshine Task Force Committee

SPECIAL MEETING HIGHLIGHTS

June 24, 2019
5:00 PM

Meeting Called to Order

Date / Time: June 24, 2019 / 5:00 pm

In Attendance: Mayor John A. Mirisch, Councilmember Lili Bosse, Magali Bergher, Sonia Berman, Mark Elliot, Marilyn Gallup, David Gingold, Marcia Hobbs/The Beverly Hills Courier, Marcy Kelly, Steve Mayer, Ronald Richards, Ilona Sherman, Victoria Talbot/The Beverly Hills Courier, Thomas White

Staff: Assistant City Manager Nancy Hunt-Coffey, Director of Community Development Susan Healy Keene, Director of Public Works Shana Epstein, Community Outreach Manager Huma Ahmed, Multimedia Services Manager Jonathan Herndon, Business Information Systems Administrator Alain Romero, Assistant City Clerk Lourdes Sy-Rodriguez

1) Public Comment

- Members of the public will be given an opportunity to directly address the Committee on items not listed on the agenda.

None

2) Follow up items from the last meeting

- Enforcement of Decorum

Steve Mayer provided background information on this item that he requested for discussion. He suggested that Commissioners be provided training on handling disruption of meetings by members of the public. Thomas White suggested employing Police Department techniques in de-escalation of disruption. Council liaisons Mayor Mirisch and Councilmember Bosse agreed on the recommendation to add training on how to handle disruption of meetings to the Commissioner handbook. David Gingold requested clarification on what was discussed since he arrived late for the meeting.

- Use of the Discretionary Process in Planning: Review of Revised Projects List. Based on comments/requests received at the January meeting, include the current status of where each project is in the process, highlight which projects exceed Code requirements, and add FAR calculation for the 9900 Wilshire Blvd. Project.

Thomas White requested that this item be tabled to the next meeting as the item has evolved from what he originally asked to be discussed from the previous meetings. Staff will look back at the original title of the request, coordinate with Mr. White, and re-agendize the item for the next meeting if needed.

- 3) Tracking and documentation of Planning staff time – this was to provide a substantive written record of meetings, telephone and other communications, etc. with developers and their representatives and advocates

Thomas White brought up that this item was first suggested by Councilmember Bosse when Mayor Mirisch and Councilmember Bosse were on the Committee several years back. Mayor Mirisch asked Director of Community Development Susan Healy Keene to bring this item for discussion at a future Council meeting.

Follow Up: Community Development staff will schedule this item on a future City Council Study Session.

- 4) Disallow engaged attorneys/lobbyists/marketing or public relations representatives from misleadingly claiming to be the “Applicant” (when in fact, they are not the actual owner) in the filing of requests for City approval in land use matters

Ronald Richards suggested that legislative advocate registration forms should list owners, not attorneys, and should not be accepted by the City if not filed by the owner, to avoid misrepresentation.

Follow Up: Staff will re-agendize this item on the next STF meeting and ask City Attorney to address the issue.

- 5) Absence of searchable minutes and notes of official meetings and hearings on the City’s website. Additionally, cities (including Los Angeles) have already added automated Communication Access Real-Time Translation (CART) software for on-demand transcripts and for live closed-captioning of public meeting video.

Victoria Talbot and Thomas White discussed problems they have encountered on the lack of ability to keyword search minutes or highlights of committee and commission meetings, inadequate documentation of what transpired in meetings especially when there is no video of the meeting available in the website, and difficulty in understanding what is going on in meetings. Multimedia Services Manager Jonathan Herndon presented information on the benefits and costs of a closed captioning service offered by Granicus that can be implemented with the City’s existing Granicus livestream and video-on-demand video. Mayor Mirisch suggested that the proposal be presented to City Council for discussion and approval. He also asked staff to ask Granicus for a searchable transcription of meetings.

Assistant City Manager Nancy Hunt-Coffey addressed the issue of having detailed minutes/highlights of meetings – she said that all commission staff liaisons and secretaries were directed in the past to do “action minutes” instead of detailed minutes. Mayor Mirisch stated that action minutes are acceptable if there is a video of the meeting that can be played back for reference on what transpired but in the absence of a video, minutes/highlights should have more details.

Follow Up: IT staff will schedule this item on a future City Council Study Session to request approval on the closed captioning software. IT staff will also ask Granicus regarding implementing searchability of meeting minutes/highlights. Staff to clarify direction on doing action minutes vs detailed minutes.

- 6) Absence of fast forward, reverse and fast reverse options in video streaming of official meetings and hearings on the City's website. Also the "chaptering" of such meeting recordings, making it difficult or impossible to go directly to a specific time code within the video
Follow Up: IT staff to ask Granicus regarding meeting recording features and report at the next STF meeting. This item will be re-agendized at the next STF meeting.

Multimedia Services Manager Jonathan Herndon will consult with Granicus to get solutions on the problems discussed such as absence of fast forward, reverse and fast reverse features, and ability to go to a specific time on the video.

- 7) Making the Sunshine Task Force Committee an official commission with ten commissioners

Mayor Mirisch clarified that this Committee has an open membership and anyone can attend and participate. Ronald Richards discussed the benefits of the Sunshine Task Force Committee being a permanent commission. Thomas White agreed with Mayor Mirisch that there is no need to formalize the Committee into a permanent commission since the Committee is getting results done.

- 8) Adjournment
Date / Time: June 24, 2019 / 6:03 pm