

**CITY OF LOS ANGELES
CALIFORNIA**

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES - APPROVED

Tuesday, June 02, 2020 6:00 PM

Zoom Meeting Online or By Telephone

Dial (669) 900-9128 to Join the Meeting

Then Enter This Webinar ID: 933 5902 6616 and Press #

IN CONFORMITY WITH THE GOVERNOR'S EXECUTIVE ORDER N-29-20 (MARCH 17, 2020) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NEIGHBORHOOD COMMISSIONERS MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Commission must dial (669) 900-9128, and enter 933 5902 6616 and then press # to join the meeting. Instructions on how to sign up for public comment will be given to listeners at the start of the meeting.

The amount of time for public comment on each agenda item is to be determined by the Chair at each meeting. Speakers shall limit their comments to matters relevant to the item on the agenda. The Chair may rule that the speaker is out of order if the comments are not germane to the item under consideration. If multiple requests for public comment are submitted on one agenda item, preference will be granted to members of the public who have not spoken previously during the meeting, either during general public comment or on another agenda item.

A member of the public wishing to speak on more than one agenda item at a single meeting shall limit his or her remarks to a total of five (5) minutes per meeting. Members of the public who want to speak on multiple agenda items for up to five (5) minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comment.

Comments from the public on other matters not appearing on the agenda that are within the Board's jurisdiction will be heard during the General Public Comment period. General Public Comment is limited to 15 minutes maximum. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless presiding officer of the Board decides differently.

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As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72 hours) prior to the meeting by contacting the Department at (213) 978-1551.

The agenda is posted for public review in the Main Street Lobby of City Hall East at 200 North Main Street. The Agenda and report(s) related to an agenda item will be available for review at www.Empowerla.org.

Telecommunication Relay Services

Telecommunications Relay Service is a telephone service that allows persons with hearing or speech disabilities to place and receive telephone calls. If you have limitations hearing or speaking a specially-trained Communications Assistant (CA) can relay telephone conversations for all of your calls. In California, dial **711** to reach the California Relay Service (CRS). If you prefer having your calls immediately answered in your mode of communication, dial one of the toll-free modality- and language-specific numbers below. The call will be routed to the CRS provider.

Type of Call	Language	Toll-free 800 Number
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000
Voice to TTY/VCO/HCO	English	1-800-735-2922
	Spanish	1-800-855-3000
From or to Speech-to- Speech	English & Spanish	1-800-854-7784

Federal regulations specify very strict confidentiality requirements for CAs of all Relay services. No part of the conversation that takes place between callers is revealed or recorded in written, verbal, or any other form. CRS CAs do not participate in the conversation and acquire no benefit from information relayed.

Notice to Paid Representatives If you are compensated to monitor, attend, or speak at this meeting, City law may require you to register as a lobbyist and report your activity. See Los Angeles Municipal Code Section 48.01 et seq. More information is available at ethics.lacity.org/lobbying. For assistance, please contact the Ethics Commission at (213) 978-1960 or ethics.commission@lacity.org.

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR A LA OFICINA 3 días de trabajo (72 horas) ANTES DEL EVENTO. SI NECESITA ASISTENCIA CON ESTA NOTIFICACION, POR FAVOR LLAME A NUESTRA OFICINA AL (213) 978-1551.

1. [6:03 PM] Introduction (5 minutes)
2. [6:10 PM] Call to Order and Commission roll call (1 minute)

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Commissioner	Present	Absent
Atkinson	X	
Lipmen	X	
Shaffer	X	
Darett-Quiroz	X	
Wehbe		X
Regalado	X	
Vo-Ramirez	X	

3. [6:13 PM] Approval of the Minutes of the Special Meeting of 05/05/2020. [[Board of Neighborhood Commissioner Special Meeting Minutes 05.05.2020-DRAFT](#)]

Public comment: None.

Action: Commissioner Shaffer made a motion to approve the Regular Meeting Minutes of 5/05/2020. Commissioner Atkinson seconded the motion. Motion was approved.

VOTE	Mover	Shaffer	Second	Atkinson
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Vo-Ramirez	X			
Total	6			1
Motion	Carries	X	Fails	

4. [6:15 PM] Multiple Agenda Items Comment – Comments by members of the public who want to speak on all items for up to five minutes at one time can choose to speak during the Multiple Agenda Items Comment period. Members of the public who choose to speak during the Multiple Agenda Items period will be given the opportunity to also speak during General Public Comments. (15 minutes)

Public comment: Gemma Marquez

5. [6:20 PM] General Public Comments - Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than two minutes. (15 minutes)

Public comment: Maebe A. Girl, Glenn Bailey, Gemma Marquez, Nikita Jones-Houston and Aman Chaudhary

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Commissioner comment: Commissioner Shaffer

6. [6:32 PM] Discussion with Neighborhood Council representatives on any Neighborhood Council Resolution or Community Impact Statement filed with the City Clerk which relates to any agenda item listed or being considered on this agenda for the Board of Neighborhood Commissioners

Public comment: Maebe A. Girl

Commissioner comment: None

7. [6:35 PM] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

City representative comment: None

Public comment: None

Commissioner comment: None

8. [6:35 PM] Discussion with various Neighborhood Council representatives who wish to report stories of success, best practices and/or opportunities for outreach and collaboration in regards to the COVID-19 pandemic and the Stay At Home order in the City of Los Angeles. This matter will last a maximum of 30 minutes and the time will be divided among those representatives wishing to speak. (30 minutes).

Public comment: Selena Inouye, Maebe A. Girl, Nikita Jones-Houston, Kay Hartman, Leonard Shaffer, and Albert Farias

Commissioner comment: Commissioner Atkinson

9. [6:56 PM] Verbal updates from representatives of the Los Angeles Neighborhood Council Budget Advocates. Neighborhood Council Budget Advocates provide input to the City on the City's Budget. Additional information regarding the Budget Advocates is available at <http://ncbala.com/>. (10 minutes).

Budget Advocate comment: Jennifer Goodie, Barbara Ringuette and Gary Fordyce

Commissioner comment: None

10. [7:08 PM] General Manager's Report. (10 minutes)
 - a. Briefing on Department Operations during the coronavirus declared emergency.
 - b. Staffing, budget, elections and other operational matters.

Department of Neighborhood Empowerment (D.O.N.E.) comments: Raquel Beltrán, General Manager acknowledged these are challenging and unprecedented times in our City, State and nation. The death of Mr. George Floyd has continued to expose our countries' deep rooted institutional racism that plagues our nation. We see you, we hear you, and we stand with those expressing concerns about all of these issues. Thanked the Board of Neighborhood Commissioners and the Neighborhood Council System for all that they do to empower communities across the City of Los Angeles. The City and the department still has COVID-19 pandemic to manage. The department continues to work with neighborhood councils to support virtual governance meetings that we launched in May 2020. The first EmpowerLA Friday meeting, with

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neighborhood council presidents, chair and co-chairs will be held on Friday, June 5, 2020 at 6pm virtually with General Manager, Raquel Beltrán. Future EmpowerLA Friday meetings will include neighborhood council board members. The department is in the process of moving forward to the next iteration of Empower Virtual Governance (EVG) protocols. The department has created a map of all neighborhood councils that conducted meetings in the month of May 2020. The EVG protocols allowed the department to provide quality direct neighborhood council support. In the month of April 2020 we had over eight hundred (800) neighborhood council leaders participated in the Roberts Rules webinars, and in the trainings for how to run virtual meetings. Those webinars and trainings were open to the public and were advertised on the department website and department newsletter. The next iteration of Roberts Rules is tentatively scheduled for July 27, 2020, with a focus on the role of presidents and executive committees. Over fifty-three (53) percent of participants of the webinar and trainings in April reported that they have visited the portal to strengthen their governance and Roberts Rules. The department had purchased a license for every board member on Roberts Rule and is good for another year. A survey will be sent to board members in order to shape the curriculum for the last Roberts Rules training. A special session on Roberts Rules and parliamentary governance just for the Neighborhood Empowerment Advocates will be held to build their skills. We know that communication and outreach is a big point of interest for neighborhood council leaders and stakeholders. Twenty (20) percent of you told us that during the listening tour and continue to do so. Under the leadership of Thomas Soong and his team we have completed four (4) out of seven (7) regional meetings with outreach committee chairs. We have brought in Momentum Solution experts in the area of outreach and communication to create tools for neighborhood councils could use to promote themselves and also communicate with stakeholders about how they can best engage with their neighborhood councils in this virtual environment. Thanked colleagues in the Office of the City Attorney Office for our first Virtual Ethics Training on Friday, May 29, 2020 with over eighty (80) participants. Thanked the HENPAR Committee lead by Councilmember David Ryu, approved the ordinances related to creating a clear definition on community interest stakeholders, and also an ordinance citing of the minimum age of neighborhood council board members, the age range for youth board members fourteen (14) to seventeen (17), and establishing the number of youth seats that can be dedicated in the bylaws. The deadline for neighborhood councils to update bylaws is Friday, June 5, 2020. The reason for the deadline is due to the requirement by the Office of the City Clerk to have all bylaws updated by July 1, 2020. The department doesn't expect to see any changes in the budget that the Mayor has proposed for Fiscal Year 2020-2021. The department has gone from thirty-five (35) employees to currently twenty-nine (29) in the department. In September 2019 the department had a budget of three point eight million (3,800,000) dollars and now the budget for next fiscal year is two point five million (2,500,000) dollars. Of the twenty-nine (29) employees we have in the department forty (40) percent of us are participating in the Disaster Service Worker (DSW) Program. Effective July 1, 2020 we will all be implementing mandatory furloughs with each employee being off one (1) day work day per pay period, so two (2) days a month for each employee while participating in the DSW program. Moving forward the City's financial position has become much more severe with the civil unrests in the past few days. The City will have to make decisions about revenue sources that will have to be utilized from the reserves including the emergency reserves. We have advised the City Council that the department will not be able to provide support to neighborhood council alliances, and will not be able to be as active in some of the areas that neighborhood councils would like us too. The department continues to practice Stay at Home in Phase 2 of the City Stay at Home Order.

Public Comment: Gemma Marquez, Garry Fordyce, Adriana De La Cruz, Nikita Jones Houston

Commissioner Comment: Commissioner Shaffer, Commissioner Daret-Quiroz and Commissioner Lipmen

11. [8:04 PM] Discussion and possible action on Bylaws Amendment and Board Structure Change for the

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Voices Neighborhood Council. Voices Neighborhood Council is requesting to modify its Board structure by removing one Faith Based Representative seat, and adding one Housing Advocate Representative seat.

1. **Removing** one seat, the Faith Based Representative, and
2. **Adding** one new seat, the Housing Advocate Representative.

The Department recommends that the Board of Neighborhood Commissioners:

1. **FIND** the Voices Neighborhood Council’s request to change their Board structure consistent with the principles governing a Certified Neighborhood Council’s purpose and operations per Article VI Sec 3c of the Plan for a Citywide System of Neighborhood Councils; and
2. **APPROVE** the change to the Voices Neighborhood Council’s bylaws.

[\[Voices Approved Bylaws 080118, Voices Bylaws with MAJOR CHANGES HIGHLIGHTED , Voices NC Board Structure Change Staff Report, Voices NC March Regular Meeting MINUTES 3.11.20, Voices Signed Bylaws Approval Doc\]](#)

Public Comment: Karen Hernandez, Thomas Soong, Sally Embrey, Albert Farias, Elise Ruden, Adriana De La Cruz

Commissioner Comments: Commissioner Shaffer, Commissioner Lipmen and Commissioner Atkinson.

Action: Motion made by Commissioner Atkinson to approve. The motion to approve was seconded by Commissioner Regalado. The motion passed unanimously.

VOTE	Mover	Atkinson	Second	Regalado
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Vo-Ramirez	X			
Total	6			
Motion	Carries	X	Fails	

12. [8:45 PM] Commission Business - Comment from Commissioners on subject matters within the Board’s jurisdiction. (15 minutes)
 - a. Comment on Commissioners’ own activities/brief announcements.
 - b. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 - c. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.

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d. Ask staff to research issues and report back to the Commission at a future time.

Public Comment: Nikita Jones Houston and Jennifer Goodie

Commissioner Comment: Commissioner Shaffer and Commissioner Atkinson

13. [8:50 PM] Adjourn

Action: Commissioner Atkinson made a motion to adjourn the meeting. Commissioner Shaffer seconded the motion. Motion was approved.

VOTE	Mover	Atkinson	Second	Shaffer
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz	X			
Wehbe				X
Regalado	X			
Vo-Ramirez	X			
Total	6			
Motion	Carries	X	Fails	

Future Board of Neighborhood Commissioners Meetings (INFORMATION ONLY) *(Please note: The items listed below are tentative and may be subject to change. You are encouraged to visit the City's website at www.lacity.org to view Commission agendas and [subscribe](#) through the City's Early Notification System Subscription page to receive the Commission's agendas via email.)*

- Regular Meeting on Tuesday, June 2, 2020 at 6pm – Zoom Webinar – Connection Information TBD.
- Regular Meeting on Monday, June 15, 2020 at 1:00pm – City Hall, 200 North Spring Street, 10th Floor, Room 1060, Los Angeles CA 90012.
- Regular Meeting on Tuesday, July 7, 2020 at 6pm – Central Area - Controller's Large Conference Room, City Hall East, Room 351, 200 N Main Street, Los Angeles, CA 90012

FINALIZATION OF BOARD ACTION:

Per City Charter Section 245, the Board's determination shall become final at the expiration of the next five meeting days of the Council during which the City Council has convened in regular session, unless the City Council acts within that timeframe by a two-thirds vote to bring the action before them or to waive review of the action.

EXHAUSTION OF ADMINISTRATIVE REMEDIES:

If you challenge these agenda items in court, you may be limited to raising only those issues you or someone else raised at the public hearing or in written correspondence on these matters delivered to this agency at or prior to the public hearing. California Code of Civil Procedure Section 1094.6

governs the time in which a party may seek judicial review of this determination. Under that provision, a petitioner may seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5 only if the petition for Writ of Mandate pursuant to that section is filed no later than the 90th day following the date on which the City's decision became final.

RECONSIDERATION:

The Commission may make a **MOTION TO RECONSIDER** and alter its action taken on any item listed on this agenda at any time during this meeting, or make a **MOTION TO RECONSIDER** at its next regular meeting as indicated below:

If the Commission moves and approves a Motion for Reconsideration at the *initial* meeting wherein an action was taken, then the underlying item may be reconsidered at that time.

If the Commission moves and approves a Motion for Reconsideration at *the next regular meeting* then consideration of the item may *only* occur at this regularly scheduled meeting if the item for consideration has been placed on that meeting's agenda. If the underlying item for reconsideration has not been placed on the agenda for that next regular meeting, then it shall be considered at a subsequent meeting pursuant to the Ralph M. Brown Act.

PUBLIC ACCESS OF RECORDS:

"In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board of Neighborhood Commissioners in advance of their meetings, may be viewed at the office of the Department of Neighborhood Empowerment, located at City Hall, 20TH Floor, 200 North Spring Street, Los Angeles, California 90012, by clicking on the Department's Web site at <http://www.EmpowerLA.org> or at the Commission meeting. In addition, if you would like a copy of any record related to an item on the agenda, contact the Department at (213) 978-1551 or via e-mail: Commission@EmpowerLA.org.