

**CITY OF LOS ANGELES
CALIFORNIA**



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MAYOR**

**BOARD OF NEIGHBORHOOD
COMMISSIONERS**

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President

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Vice President

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**NEIGHBORHOOD COUNCILS
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Department of
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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES - APPROVED

Tuesday, March 03, 2020 6:00 PM

**LOCATION: Sunland Tujunga Branch Library
7771 Foothill Blvd, Tujunga, CA 91042**

The public is requested to fill out a “Speaker Card” to address the Board on any agenda item before the Board takes an action on an item. The amount of time for 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 speaker cards 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. Comments by members of the public who have submitted multiple speaker cards and 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.

Comments from the public on other matters not appearing on the agenda that are within the Board’s jurisdiction will be heard during the Public Forum period. Public comment is limited to 15 minutes maximum. No individual speaker will be allowed more than 3 minutes, unless presiding officer of the Board decides differently.

The agenda is posted for public review in Main Street Lobby of City Hall East at 200 North Main Street and at 20th Floor, City Hall, 200 North Spring Street, Los Angeles. 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. The Agenda and report(s) related to an agenda item will be available for review at www.Empowerla.org. 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.

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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 §§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. [6:22 PM] Introduction (5 minutes)
2. [6:26 PM] Call to Order and Commission roll call (1 minute)

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

3. [6:27 PM] Approval of the Minutes of the Special Meeting Minutes of 2/04/20. [Board of Neighborhood Commissioner Regular Meeting & Town Hall Minutes 02.04.20]

Public comment: None.

Action: Commissioner Atkinson made a motion to approve the Regular Meeting & Town Hall Meeting Minutes of 2/04/2020. 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	4			3
Motion	Carries	X	Fails	

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4. [6:28 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: None

5. [6:28 PM] Multiple Agenda Items Comment – Comments by members of the public who have submitted multiple speaker cards and 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.

Public comment: None

6. [6:28 PM] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

Public comment: None

7. [6:28 PM] Discussion with various North Valley Area Neighborhood Council representatives who wish to report stories of success, challenges, and/or opportunities for outreach and collaboration. This matter will last a maximum of 20 minutes and the time will be divided among those representatives wishing to speak. (20 minutes).

Public comment: Lydia Grant, Glenn Bailey

Commissioner Comments: Commissioner Shaffer, Commissioner Atkinson, Commissioner Lipmen, Commissioner Vo-Ramirez

8. [8:31 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 Advocates comments: Glenn Bailey

Public comment: None.

Commissioner comments: Commissioner Lipmen

9. [6:45 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 three minutes. (15 minutes)

Public comment: Glenn Bailey

Commissioner comments: Commissioner Shaffer, Commissioner Lipmen, Commissioner Atkinson, Commissioner Vo-Ramirez

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10. [6:55 PM] General Manager's Report. (10 minutes)
 - a. Briefing on Departmental activities.
 - b. Staffing, budget, elections and other operational matters.

Department of Neighborhood Empowerment (D.O.N.E.) comments: Raquel Beltrán, General Manager acknowledged Director of Operations, Seme Park in attendance. The Listening Tour is at eighty-three neighborhood councils visited. Preliminary Listening Tour data has been presented to the HENPAR Committee in addition to following up on the twelve reforms. The report on the twelve reforms provides the status on the reforms that have been completed, are in progress and those that require long term strategies. Neighborhood council bylaws are under amendment now and this period will close in April 2020. The department will return to the HENPAR Committee with a report on the 2019 Neighborhood Council Elections Outreach and to discuss how we plan to implement, repeat or revise outreach for the 2021 Neighborhood Council Elections. The Listening Tour feedback is showing that most neighborhood councils have a need for outreach at all times not just related to elections. Currently, the department has a vacancy for a Neighborhood Empowerment Advocate (NEA) in the Harbor Area. The department has just received notice that NEA, Brett Shears will be transitioning out of the department in two weeks. NEA, Adriana Cabrera is on medical leave for a couple of weeks. The department had a Strategy meeting on how the neighborhood councils will be supported. Thanked Ms. Seme Park and her staff for a successful Galentines Event on February 10, 2020. The Office of Community Engagement had a great Data Literacy Workshop in Pacoima last week. Thanked Commissioner Vo-Ramirez for attending the workshop and supporting the neighborhood councils. The next Data Literacy Workshop will be in Spanish and is the only Spanish session. The next Homelessness Liaison Committee meeting is scheduled for March 31, 2020, City Hall East, with Controller Ron Galperin as a guest speaker. The next LGBTQ+ Alliance meeting is scheduled for March 18, 2020 at the Los Angeles LGBT Center. Ethics Training is scheduled for March 16, 2020 at Glassell Park Senior Citizen Center. The department has worked to share information with neighborhood councils regarding voting centers and thanked the neighborhood councils for posting and sharing the information with the public. A decision has been made at the department Van Nuys Office to lock both doors and post Restricted Area – Employees Only (Knock for Entry) signs. This is due to an individual entering employee areas dressed head to toe in black tactical gear and pointing cameras at staff in an aggressive manner. A successful Emergency Preparedness Liaison meeting was held on Saturday February 29, 2020. The department is expected to develop five Ready Your Los Angeles Neighborhood (RYLAN) plans per neighborhood council.

Public Comment: Lydia Grant

Commissioner Comments: Commissioner Shaffer, Commissioner Lipmen

11. [7:12 PM] Discussion and possible action regarding whether the Commission should consider a policy establishing a uniform process for the censure of Neighborhood Council board members by neighborhood councils. Reasons for establishing a policy would include openness and fairness and provide consistent guidelines to Neighborhood Councils when enforcing provisions of their bylaws and other applicable policies regarding proper conduct of board members. The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request Neighborhood Council board members and stakeholders provide feedback to staff and the commission. (See attachment – [Censure Policy – 2020 02 27](#))

Public Comment: Adriana De La Cruz, Glenn Bailey, Dean Anderson, Cyndi Cleghorn, Elise Ruden, Mark Siegal, Lydia Grant, Raquel Beltran

Commissioner Comments: Commissioner Lipmen, Commissioner Atkinson, Commissioner Shaffer
Action: Motion made by Commissioner Shaffer to approve the Board of Neighborhood Commissioners A Uniform Policy For Board Member Censure dated March 3, 2020. The motion to approve was seconded by Commissioner Atkinson.

Shaffer moved to5 changes. Seconded by Atkinson

VOTE	Mover	Shaffer	Second	Atkinson
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz				X
Wehbe				X
Regalado				
Vo-Ramirez	X			X
Total	4			3
Motion	Carries	X	Fails	

- [8:02 PM] Discussion and possible action regarding whether the Commission should consider a policy establishing a uniform process for the removal of Neighborhood Council board members by neighborhood councils. Reasons for establishing a policy would include openness and fairness and provide consistent guidelines to Neighborhood Councils when enforcing provisions of their bylaws and other applicable policies regarding proper conduct of board members. The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request Neighborhood Council board members and stakeholders provide feedback to staff and the commission. (See attachment – [Removal Policy – 2020.02.27](#))

Public Comment: Glenn Bailey, Dean Anderson, Mark Siegel, Liliana ??, Adriana De La Cruz

Commissioner Comments: Commissioner Shaffer,

Action: Motion made by Commissioner Shaffer to approve the Board of Neighborhood Commissioner A Uniform Policy For Board Member Removal dated March 3, 2020 with the following changes: Number 2 add ‘final’ to the first sentence, second line; Number 5 second line add the word ‘currently sitting’ and ‘members’, delete ‘member’; Number 7, third sentence, second line add ‘and the Neighborhood Council’; Add Number 9 ‘This policy is not intended to restrict or eliminate a Neighborhood Council’s ability to remove or render ineligible to serve, Board members who fail to attend meetings, join committees, maintain their stakeholder status, or perform other duties as may be described in the Neighborhood Council’s bylaws and/or standing rules. Nor is it intended to limit a Neighborhood Councils ability to remove committee chairs or committee members according to the Neighborhood Council’s bylaws and/or standing rules.’; Add Number 10 ‘This policy becomes effective upon the date it is adopted by the

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Board of Neighborhood Commissioners.’. The motion to approve with the stated changes was seconded by Commissioner Akinson. The motion passed unanimously.

Commissioner Shaffer requested the Board of Neighborhood Commissioner A Uniform Policy For Board Member Removal with the stated changes be brought before the Board of Neighborhood Commissioners for reconsideration at the next scheduled board meeting

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	4			3
Motion	Carries	x	Fails	

- 13. [8:27 PM] Discussion and Possible action to appoint an Ad Hoc Committee to discuss amendments to the Neighborhood Council Code of Conduct.

Public comment: Adriana De La Cruz, Cyndi Cleghorn,

Commissioner comments: Commissioner Lipmen

Action: Commissioner Lipmen moved to create a Neighborhood Council Code of Conduct Ad Hoc committee to include Commissioners Shaffer and Commissioner Vo-Ramirez and who will report back at the April 20, 2020 Board of Neighborhood Commission. The motion to approve was seconded by Commissioner Shaffer.

VOTE	Mover	Lipmen	Second	Shaffer
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz				x
Wehbe				x
Regalado				x
Vo-Ramirez	x			
Total	4			3

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Motion	Carries	x	Fails	
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14. [8:41 PM] Discussion and possible action regarding the creation of an Ad Hoc Committee for the EmpowerLA Awards.

Public comments: None

Commissioner comments: None

Action: Commissioner Lipmen moved to create EmpowerLA Award Ad Hoc Committee to include Commissioners Darett Quiroz, Commissioner Regalado and Commissioner Wehbe. The motion to approve was seconded by Commissioner Vo-Ramirez.

VOTE	Mover	Lipmen	Second	Vo-Ramirez
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	x			
Lipmen	x			
Shaffer	x			
Darett-Quiroz				x
Wehbe				x
Regalado				x
Vo-Ramirez	x			
Total	4			3
Motion	Carries	x	Fails	

15. [8:46: PM] Commission Business - Comment from Commissioners on subject matters within the Board’s jurisdiction. (15 minutes)
- Comment on Commissioners’ own activities/brief announcements.
 - Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
 - Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
 - Ask staff to research issues and report back to the Commission at a future time.

Board comments:

Public Comment: None.

Commissioner Shaffer reported the Emergency Preparedness Alliance met on February 29, 2020. During this meeting all neighborhood councils were encouraged to appoint at least one Emergency Preparedness Liaison. Commissioner Shaffer thanked Raquel Beltrán, General Manager of D.O.N.E. and John Darnell, Chief Resilience Officer of D.O.N.E. for all their support, work and organization.

Commissioner Atkinson is working on a leadership development program at USC.

Commissioner Vo-Ramirez thanked Commissioner Shaffer, Commissioner Lipmen and Commissioner Atkinson for working on the policies that were confirmed tonight. Commissioner Vo-Ramirez appreciates our neighbors, community members, and various neighborhood councils across the City of Los Angeles that attended the meetings and discussions to pass the policies. Commissioner Vo-Ramirez also thanked D.O.N.E. for their incredible support.

16. [8: 55 PM] Adjourn

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

VOTE	Mover	Shaffer	Second	Vo-Ramirez
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz				X
Wehbe				X
Regalado				X
Vo-Ramirez	X			
Total	4			3
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, March 16, 2020 at 1:00pm – City Hall, 200 North Spring Street, 10th Floor, Room 1060, Los Angeles CA 90012 - **CANCELLED**
- Regular Meeting on Tuesday, April 7, 2020 at 6:00pm – South Valley Area - Balboa Sports Complex, 17015 Burbank Blvd, Encino, CA 91316 - **CANCELLED**
- Regular Meeting on Monday, April 20, 2020 at 1:00pm – Zoom Webinar – Connection Information TBD
- Regular Meeting on Tuesday, May 5, 2020 at 6pm – Harbor Area - Wilmington Senior Citizen Center, 1371 Eubank Street, Wilmington, CA 90744
- Regular Meeting on Monday, May 18, 2020 at 1:00pm – City Hall, 200 North Spring Street, 10th Floor, Room 1060, Los Angeles CA 90012.
- Regular Meeting on Tuesday, June 2, 2020 at 6pm – West Los Angeles Area - West Los Angeles

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Municipal Building (CD11), 1645 Corinth Ave, Los Angeles 90025

- 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.