

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
COMMISSIONERS

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BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING & TOWN HALL MINUTES - APPROVED

Tuesday, February 04, 2020 6:00 PM

**LOCATION: Boyle Heights Senior Citizen Center
2839 East 3rd Street, Los Angeles CA 90033**

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

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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.

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

1. [6:13 PM] Introduction (5 minutes)
2. [6:16 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. [6:17 PM] Approval of the Minutes of the Special Meeting Minutes of 1/21/20. [Board of Neighborhood Commissioner Special Meeting Minutes 01.21.20]

Public comment: None.

Action: Commissioner Atkinson made a motion to approve the Special Meeting Minutes of 1/21/2020. Commissioner Darett-Quiroz seconded the motion. Motion was approved.

VOTE	Mover	Atkinson	Second	Darett-Quiroz
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	

4. [6:18 PM] Discussion with Neighborhood Council representatives on any Neighborhood Council Resolution or Community Impact Statement filed with the City Clerk which relates to

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any agenda item listed or being considered on this agenda for the Board of Neighborhood Commissioners.

Public comment: None

5. [6:18 Pl\1] 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: Richard Marquez, John Doeutsch, Darcy Harris

6. [6:34 Pl\1] Verbal updates from representatives of the Mayor, Los Angeles City Council, and other City representatives. (10 minutes).

Public comment: None

7. [6:34 Pl\1] Discussion with various East Los Angeles 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: Gilbert Aravelo

8. [6:36 Pl\1] 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: None

Public comment: None.

9. [6:36 Pl\1] 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. (15minutes)

Public comment: Victoria Kraus, Gemma Marquez, Richard Marquez, Al Strange, Caroline Aguirre, Darcy Harris

10. [6:53 Pl\1] General Manager's Report. (10minutes)
 - a. Briefing on Departmental activities.
 - b. Staffing, budget, elections and other operational matters.

Department of Neighborhood Empowerment (D.O.N.E.) comments: Raquel Beltran, General Manager reported the Listening Tour is at seventy-two neighborhood councils visited. Preliminary Listening Tour data is being compiled and will be shared with the Board of Neighborhood Commissioners when completed. The Listening Tour data is qualitative. Highlights from the first forty-eight neighborhood councils with one hundred-eleven responses

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reflects the following: Twenty-three percent of respondents identified Neighborhood Council Awareness and Outreach as an area for improvement; and nineteen percent of respondents identified Board Management as an area of concern. Mrs. Beltran reported the tour should be completed by early to mid April 2020 and is thankful for the candid conversations. The department has been asked to cut its request for the Fiscal Year 2020-2021 Proposed Budget. The department's priorities are a combination of areas including but not limited to mitigating liability to the City of Los Angeles, increasing direct neighborhood council support, and providing strategic outreach during the election process. Channel 35 has conducted interviews with the department and the links to the interview(s) will be included in the department newsletter. The Galentines event was held on February 10, 2020 in City Hall at 7pm in the Bradley Tower. A report back is due to HENPAR on February 12, 2020 and will include an update on the implementation of neighborhood council reforms that were approved in 2018; a written report on the 2019 elections and an update on the Listening Tour experience.

Mrs. Beltran thanked and congratulated Julien Antelin, Director of Innovation, on presenting the first Data 101 workshop in the South Los Angeles area and thanked Commissioner Atkinson for attending and representing the Board of Neighborhood Commissioners. The next workshop is scheduled for February 24, 2020, 6pm at El Nido in Pacoima. The department has been active in supporting neighborhood councils in Southeast and Watts as it relates to the Delta Airline that dumped fuel over the areas. The department has worked directly with the Los Angeles Fire Department, Los Angeles Police Department and other agencies to inform the community of what follow up is being recommended by the authorities. The Homelessness Liaison Meeting was held on January 29, 2020 with fifty liaisons in attendance. The next meeting is scheduled for March 31, 2020, 6pm, City Hall East, Controllers Conference Room 351. The next LGBTQI+ Alliance meeting is scheduled for February 19, 2020, 6pm, City Hall, 2^Qth Floor, Suite 2005.

Mrs. Beltran added the role of the Neighborhood Empowerment Advocate (NEA) includes ensuring the organization of neighborhood councils follows proper protocols. If the NEA sees an area of concern for legal consideration they will consult with the City Attorney and then discuss with department leadership prior to the next neighborhood council Board meeting if possible. The NEA has the responsibility to observe protocols and proper procedures are being followed. The NEA is responsible for calling out particular items of concern, preferably in private to avoid embarrassing members of the public or Board. Group discussions are held regularly between department leadership and NEAs. When concerns are brought to the attention of the department, conversations are had with the NEA to offer guidance on how to handle the situation. The NEA provides support to the neighborhood council and is prepared to enforce the rules as outlined in the City Charter as necessary.

Public Comment: None.

Commissioner Comments: Commissioner Wehbe, Commissioner Lipmen, Commissioner Atkinson, Commissioner Daret-Quiroz,

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11. [7:34 Pl\1] Discussion and possible action regarding training for the neighborhood council board members. Discussion may include creating policies for mandated leadership for board members and candidates. It may also include request to Department of Neighborhood Empowerment for arrangement of standardized trainings as outlined by Administrative Code Section 22.801(h). The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request that Neighborhood Council board members and stakeholders provide feedback to staff and commission. (See Attachment - BONC Policy - NC Leadership 01.30.2020)

Administrative Code: Section 22.801: Duties of the Department. The Department shall: (h) arrange training for department staff and neighborhood councils' officers and staff, such as training in leadership, cultural awareness, dispute mediation, civics, communications, equipment utilization and any other training necessary to achieve the goals set forth in Section 22.809

Public Comments: Gemma Marquez, Selena Inonye, Adrian De La Cruz, Mike Fong

Commissioner Comments: Commissioner Shaffer, Commissioner Lipmen, Commissioner Atkinson, Commissioner Darett-Quiroz, Commissioner Wehbe

Action: Motion made by Commissioner Wehbe to approve the Proposed Resolution by the Board of Neighborhood Commissioners Neighborhood Council Leadership Orientation DRAFT dated January 30, 2020 and asking to strike the words Draft and Proposed if approved. The motion to approve with the stated changes was seconded by Commissioner Darett-Quiroz. The motion passed unanimously.

VOTE	Mover	Wehbe	Second	Darett-Quiroz
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	

12. [8:12 Pl\1] Discussion and possible action regarding dispute resolution for the neighborhood council board members. Discussion may include creating policies for mandated conflict resolution for board members. It may also include request to Department of Neighborhood Empowerment for arrangement of standardized trainings as outlined by Administrative Code 22.801(h). The Department of Neighborhood Empowerment and the Board of Neighborhood Commissioners request that Neighborhood Council board members and stakeholders provide feedback to staff and commission.

Administrative Code: 22.801 Duties of the Department. The Department shall: (h) arrange training for

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department staff and neighborhood councils' officers and staff, such as training in leadership, cultural awareness, dispute mediation, civics, communications, equipment utilization and any other training necessary to achieve the goals set forth in Section 22.809

Public Comments: Gemma Marquez, Adriana De La Cruz

Commissioners Comments: Commissioner Lipmen

Action: Motion made by Commissioner Shaffer to approve the Proposed Resolution by the Board of Neighborhood Commissioners Recommending the Development of a Neighborhood Council Dispute Resolution Process DRAFT dated January 30, 2020 and asking to strike the words Draft and Proposed if approved. The motion to approve with the stated changes was seconded by Commissioner Regalado. The motion passed unanimously

VOTE	Mover	Shaffer	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			1
Motion	Carries	6	Fails	

- [8:22 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, fairness, and a proper degree of procedural due process 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 - Proposed Censure Policy 01.29.2020)

Public Comment: Adriana De La Cruz, Gemma Marquez, Mike Fong, Raquel Beltran, Ruth Kwon.

Commissioner Comments: Commissioner Lipmen, Commissioner Darett-Quiroz

Action: Commissioner Darett-Quiroz moved to approve A Uniform Policy For Board Member Censure Draft dated January 29, 2020, keeping the word shall. Commissioner Shaffer moved to amend the document with adding item 7 stating this policy would be implemented at a time not

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later than July 1, 2020 and under grounds for censure add misuse of neighborhood council funds. Commissioner Darett-Quiroz accepted the amendment.

A question was raised whether Committee Chairs, who are non-Board members serving as a official chair volunteer is subject to all rules and regulations.

The Department of Neighborhood Empowerment responded it would return to the Board of Neighborhood Commissioners with an answer after conferring with the Office of the City Attorney.

Deputy City Attorney, Ruth Kwon suggested tabling the motion until there was a determination

Commissioner Darett-Quiroz moved to table the initial motion to the next Board of Neighborhood Commissioners meeting. The motion to table the initial motion was seconded by Commissioner Atkinson. No further action was taken

VOTE	Mover	Darett-Quiroz	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	

- [8:42 Pl\1] 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, fairness, and a proper degree of procedural due process 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- Proposed Removal Policy- 01.29.2020)

Public Comment: Richard Larson, Gemma Marquez, Adriana De La Cruz,

Commissioner Comments:

Action: Commissioner Shaffer moved to table this item at the suggestion of Deputy City Attorney, Ruth Kwon, until the next Regular or Special Meeting of the Board of Neighborhood Commissioners to give the Office of the City Attorney the opportunity for a final review of the document. The motion to table was seconded by Commissioner Regalado.

VOTE	Mover	Shaffer	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			1
Motion	Carries	x	Fails	

15. [9:08 PM) Commission Business - Comment from Commissioners on subject matters within the Board's jurisdiction. (15 minutes)
- Comment on Commissioners' own activities/ briefannouncements.
 - 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 nextmeeting 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: Commissioner Atkinson attended the recent planning committee for the 2020 Congress of Neighborhoods.

Public Comment: None.

16. [9:11 PM) Adjourn

Public comment: None

Action: Commissioner D arett-Quiroz made a motion to adjourn the meeting. Commissioner Atkinson seconded the motion. Motion was approved.

VOTE	Mover	Darett-Quiroz	Second	Atkinson

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Commissioner	A es	Na s	Abstain	Absent
Atkinson	X			
Lipmen	X			
Shaffer	X			
Darett-Quiroz	X			
Wehbe	X			
Regalado	X			
Vo-Ramirez				X
Total	6			
Motion	Carries	6	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.lacitv.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.
- Regular Meeting on Tuesday, April 7, 2020 at 6:00pm - South Valley Area - Balboa Sports Complex, 17015 Burbank Blvd, Encino, CA 91316
- Regular Meeting on Monday, April 20, 2020 at 1:00pm - City Hall, 200 North Spring Street, 10th Floor, Room 1060, Los Angeles CA 90012.
- 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 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

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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.

Memorandum on Neighborhood Council Onboarding
DRAFT Proposal by the Board of Neighborhood Commissioners
Version #1 (August 4, 2019)

WHEREAS, as an elected representative of the community, Neighborhood Council leaders represent their community and are held to a higher standard; and

WHEREAS, Neighborhood Council board members are required to take mandatory ethics and financial training every two years when board members are informed of their roles and responsibilities as an elected representative of their neighborhood; and

WHEREAS, the Department of Neighborhood Empowerment conducts workshops and forums to inform board members in their role as elected representatives, organizers and advocates of his/her community; and

WHEREAS, board members are encouraged to attend these workshops but are not required to; and

WHEREAS, businesses, nonprofits, and government agencies have a detailed onboarding process for new employees and volunteers

WHEREAS board members need to understand the basics of Neighborhood Councils and must comply with their own bylaws alongside all Federal, State, and local laws including the Brown Act, Americans with Disabilities Act, anti-harassment laws, and all other applicable laws, rules, and regulations applying to Neighborhood Councils; and

WHEREAS many Neighborhood Council board members do not receive dispute resolution training which can help to de-escalate conflicts that may arise out of lack of understanding of these laws, rules, and regulations; and

WHEREAS a board retreat is recognized by for-profit, non-profit, and elected boards as an effective team-building tool to help familiarize the board, encourage understanding and identify talents and resources available on the board;

NOW, THEREFORE, IT IS RESOLVED that the Board of Neighborhood Commissioners established a policy on Neighborhood Council Board Member Onboarding.

POLICY NUMBER: 2018 - 1

1. Required leadership training, conducted by the Department, for all current Neighborhood Council executive officers (President/Chair, Vice President/Vice-Chair, Secretary, Treasurer, or any other executive-level officer either elected by stakeholders or by a vote of the board), every two years as other required training.

Removal. Any Board member may be removed by the Board for cause, following a good faith determination by the Board that the member has engaged in conduct that is contrary to rules and regulations applicable to the Board or that impedes the orderly business of Board operations. A Board member shall not be subject to removal under this Section unless the member has been censured at least once pursuant to Section 8. Grounds for removal include, but are not limited to, persistent disruptive conduct at meetings, violations or abuses of the Board's bylaws or rules, violations of the Code of Conduct, acting on behalf of the Board without authorization, and misuse or abuse of the censure or removal process. The Board shall use the following procedure when removing a Board member:

1. A motion to remove a Board member may be initiated by (3) Board members or by a majority vote of the Executive Committee. If initiated by three (3) Board members, the motion shall be delivered to any member of the Executive Committee. The motion shall be in writing and provide the specific facts and grounds for the proposed removal.
2. The motion shall be placed on the agenda of a regular or special Board meeting scheduled at least thirty (30) days following the delivery of the motion request or vote of the Executive Committee.
3. The Board member subject to removal shall be given a minimum of thirty (30) days' prior written notice, which may include email, of any meeting at which a motion to remove will be heard. The notice shall provide the specific facts and grounds for the proposed removal. The Board shall also provide a copy of the notice to the Department of Neighborhood Empowerment a minimum of thirty (30) days to any meeting at which a motion to censure will be considered.
4. The Board member subject to removal shall be given an opportunity to be heard at the meeting, either orally or in writing, prior to the Board's vote on a motion for removal.
5. The Board shall decide whether or not the Board member should be removed by an affirmative vote of two-thirds (2/3) of the Board.

Censure. The purpose of the censure process is to place a Board member on notice of misconduct and to provide the Board member with an opportunity to correct the misconduct. The Board may censure any Board member at a regular or special meeting open to the public following a good-faith determination by the Board that the member has engaged in conduct that is contrary to rules and regulations applicable to the Board or that impedes the orderly business of Board operations. Grounds for censure include, but are not limited to, persistent disruptive conduct at meetings, violations or abuses of the Board's bylaws or rules, violations of the Code of Conduct, acting on behalf of the Board without authorization, and misuse or abuse of the censure or removal process. The Board shall use the following procedure when censuring a Board member:

1. A motion to censure a Board member may be initiated by (3) Board members or by a majority vote of the Executive Committee. If initiated by three (3) Board members, the motion shall be delivered to any member of the Executive Committee. The motion shall be in writing and provide the specific facts and grounds for the proposed censure.
2. The motion shall be placed on the agenda of a regular or special Board meeting scheduled at least thirty (30) days following the delivery of the motion request or vote of the Executive Committee.
3. The Board member subject to censure shall be given a minimum of thirty (30) days prior written notice, which may include email, of any meeting at which a motion to censure will be considered. The notice shall provide the specific facts and grounds for the proposed censure. The Board shall also provide a copy of the notice to the Department of Neighborhood Empowerment a minimum of thirty (30) days' prior to any meeting at which a motion to censure will be considered.
4. The Board member subject to censure shall be given an opportunity to be heard at the meeting, either orally or in writing, prior to the Board's vote on a motion for censure.
5. The Board shall decide by a majority vote of those present and voting whether or not the Board member should be censured.

BONC Meeting - November 18, 2019

Item#	Name of Public Commenter	Support	Opposed	Neither on the proposed Policies
NC Leadership	Hayden Ashworth	X		
Resolution Process	Hayden Ashworth	X		
Censure	Hayden Ashworth	X		
Removal	Hayden Ashworth	X		

BONC Meeting - November 5, 2019

Item#	Name of Public Commenter	Support	Opposed	Neither on the proposed Policies
NC Leadership	Gilbert Arevalo	X		
	Josh Naydel	X		
	Cindy Cleghorn	X		
Resolution Process	NO PUBLIC COMMENT			
Censure	NO PUBLIC COMMENT			
Removal	NO PUBLIC COMMENT			

BONC Meeting - December 16, 2019

Item#	Name of Public Commenter	Support	Opposed	Neither on the proposed Policies
NC Leadership	Hydee Feldstein	X		
	Rev. Steve Jerbi	X		
Resolution Process	NO PUBLIC COMMENT			
Censure	Hydee Feldstein	X		
	Rev. Steve Jerbi	X		
	Enrique Velasquez	X		
	Robert Frazier	X		
	Pilar Schiavo	X		
Removal	Hydee Feldstein	X		
	Rev. Steve Jerbi	X		
	Kim Olsen	X		
	Pilar Schiavo	X		

	Laurie Jacobs	X		
	Sofia Scanlon	X		
	George Francisco			n/a
	Lauren Buisson	x		
	Gemma Marquez			n/a
	Barry Cassilly			n/a
Leadership Orientation	Darcy Harris	x		
	Laurie Jacobs		x	
	Sofia Scanlon	x		
	George Francisco			n/a
	Lauren Buisson			n/a
	Gemma Marquez			n/a
	Barry Cassilly			n/a
Dispute Resolution	Darcy Harris	X		
	Laurie Jacobs			x
	Sofia Scanlon	x		
	George Francisco			n/a
	Lauren Buisson			n/a
	Gemma Marquez			n/a
	Barry Cassilly			n/a



Erricka Peden <erricka.peden@lacity.org>

Attention ExecutiveAssistant

Darcy R Harris <darcy.harris.epnc@gmail.com>

Thu, Jan 30, 2020 at 2:03 PM

To: Commission@empowerla.org

Cc: Mario Hernandez <mario.hernandez@lacity.org>, Julien Antelin <julien.antelin@lacity.org>, Ruth Kwon <ruth.kwon@lacity.org>, Elise Ruden <elise.ruden@lacity.org>

Comments on Proposed BONC Policies

I am the current Chair of the Echo Park Neighborhood Council, and am writing based on my experience with the NC (including 3 years running the Planning and Land Use Cmte), but in my personal capacity only and not on behalf of the Board.

First, re: the proposed Neighborhood Council Leadership Orientation, I would recommend that a Planning 101 training be required of ALL Board members before they can vote on land use matters. It could be a simplified and shorter version of the training required for PLUC committee members, but it is really important for the Board to understand what Planning includes, what the City can and cannot regulate, the different categories of entitlements and where the Planning Department has discretion, basic procedural steps, and what types of decisions the NC can actually influence - before they make recommendations on projects, especially if they are second guessing the work of the more well-trained committee members.

Second, re: the Board Member Removal Procedure, it should be clarified that the procedures in the current proposal apply only to petitions for Removal (whether initiated by Stakeholders or other Board members) that involve questions of judgment as to proper behavior. There must a separate provision with streamlined rules for when a Board member fails to live up to basic duties that can be objectively evaluated. This includes a failure to attend a certain number of Board meetings (specific rules for counting absences should be determined by each NC), failure to take required trainings, failure to participate in required duties -- for instance, serving on a committee, participating in a minimum number of Outreach activities, or whatever else the NC decides to establish as minimum duties for service on the Board of that Neighborhood Council.

In particular, NC's should be able to automatically remove a Board member for absences without having it become a laborious process, or worse, a popularity contest where a Board member offers a sympathetic story that does not negate the fact they are failing to fulfill their basic duty and impeding the work of the Board. In my experience, Board members agree in principle that a certain amount of absences are unacceptable, for any reason, but in practice, feel pressure in each individual case and have difficulty voting to remove a friend or colleague. This may be understandable but leaves the community without proper representation.

The policy either needs to include a separate procedure for automatic removal in the case of absences or other administrative grounds with objective tests, or else BONC should carve out an exception so that individual NC's can create their own procedures to address such circumstances.

Third, re: Board Member Removal, section 5 should be amended to state "two-thirds (2/3) of the Board members **present and voting.**" Otherwise, 2/3 of Board members could arguably include absent Board members (who are not abstaining). For comparison, section 5 in the Censure policy uses the language "present and voting."

Thank you for your consideration,

Darcy Harris

Darcy Harris
Chair, Echo Park Neighborhood Council
echoparknc.com

Date: January 26, 2020

To: Board of Neighborhood Commissioners

From: Laurie Jacobs, Vice President of the Northwest San Pedro Neighborhood Council

Re: Proposed policy changes

Thank you for again allowing Board Members to weigh in on your suggested reforms.

I am in my 8th year as a NC Board member, 6th year as Vice President and 3rd year as Outreach Chair.

The amended reforms from the October 2019 suggestions appear to have incorporated many suggestions I heard at the BONC hearing. Thank you for listening!

A UNIFORM POLICY FOR BOARD MEMBER CENSURE - Policy Number 2020

YES WITH AMENDMENTS:

MENTORING:

Prior to censure, the Board President and/or Executive Board should attempt to mentor the individual privately to guide and help correct the behavior. If the problem is with the President and/or member of the Executive Board, then mentoring should be provided by EmpowerLA. This should be stated somewhere in this policy. This does not have to be mandatory, but highly suggested as a means to address the issue in private.

COMBINE CENTURE WITH REMOVAL PROCESS:

I would like to ask if the censure procedure can be submitted together with a removal request if warranted. The process can take up to 30 - 60 days. If the censure is passed, then a Board would have to wait another 30-60 days for the removal if warranted. My concern is if the censure violation is severe, then the removal should happen at the same time. Is this possible?

RETRIBUTION:

What is the punishment for censure if removal is not warranted?

Is this just a public slap on the hand, sort of like an impeachment without removal?

Should a suspension be considered prior to a final removal request to allow time for guidance?

A UNIFORM POLICY FOR BOARD MEMBER REMOVAL - Policy Number 2020

YES WITH AMENDMENTS:

This policy as written should be identified as the "removal policy for censured Board Members".

Censure should predicate this action, and if warranted should be submitted together with the censure as suggested above.

Many NCs have By-Laws that allow for other reasons for Board Removal that are specific to that Board such as our Board allows our President to submit recommendation for removal on our consent calendar if a Board member has a specific number of unexcused absences. I am sure other NCs also have established policies.

Also question on Item 6:

Why can a Board Member removal NOT occur within 60 days of the next election or selection? If there is a problem person, why wait?

PROPOSED RESOLUTION FOR NEIGHBORHOOD COUNCIL LEADERSHIP ORIENTATION

NO to this suggestion

The Neighborhood Council Oath covers this acknowledgement of our duties and responsibilities. It is unreasonable to ask candidates for this affirmation. This would be part of the "NC Candidate Prevention" policy. It is hard enough to find viable candidates, now you want to make this more difficult. NO thank you.

NO to Planning 101 training for all members of Planning and Land Use Committees. Again you are adding a level of prevention to our recruitment process. As long as the Chair and Vice Chair have done training, the rest of the committee should not be required. The Chair and Vice Chair training must be available on line and also offer a webinar companion training.

NO to any written Neighborhood Council Handbook. All can be available online. Our NC provides each Board Member with a comprehensive binder of materials and adds updated documents as needed. If you create a handbook, you will have to print updates on a regular basis. This is an expense not needed.



Erricka Peden <erricka.peden@lacity.org>

Attention Executive Assistant

Fri, Jan 17, 2020 at 7:00 AM

Sofia Scanlon <sofiascanlon@gmail.com>
To: Commission@empowerla.org

To whom it may concern,

I agree with all of the documents.

Sincerely,
Sofia Scanlon (Youth Representative of the NWSPNC)

2/4/2020

City of Los Angeles Mail - Attention - Executive Assistant

Erricka Peden <erricka.peden@lacity.org>



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Attention - Executive Assistant

George Francisco <gianfrancisco@hotmail.com>

Fri, Jan 17, 2020 at 10:54 AM

To: "commission@empowerla.orgH" <commission@empowerla.org>

Dear Raquel -

I am writing to you to comment on what I witness first-hand as the two most destructive aspects of the

Neighborhood Council system and what I hope can be done to remedy them.

I am the current VP of the Venice NC and have been so since 2016. Prior to that I served a Board term and

chaired the VNC's Public Safety and Business committees. I have participated in the Congress of

Neighborhoods multiple times as a panel member and I proposed and coordinated a workshop at the last

Congress. I have dedicated a substantial portion of my time to civic volunteerism; I even graduated your

Civic University course.

I am also the President of the Venice Chamber of Commerce and a member of Pacific Division's CPAB. I used to think that Venice was different - that it was just Venice that was gripped by angry, vicious packs of latter-day luddites. But as I have become more involved in the city beyond my neighborhood, I am finding that the sort of demeaning partisan attacks I have experienced in Venice are becoming more and more commonplace.

Lies, defamation, gaslighting, physical threats, using civic procedures such as CPRA requests, appeals, the filing of grievances and lawsuits as a form of enhanced interrogation....these are the language of today.

They are all intended to do one thing - replace valid rigorous intellectual discussion and debate with fear and give an outlet for personal hatred.

Back to Venice; where legitimate concerns about the possible threat of a recent bomb scare at the local Bridge Home site gave one current Board member license to publicly accuse two other current Board members of perpetrating the incident. While outrageous, this is the sort of crazed rhetoric that gets picked up by media outlets and reverberates more loudly with each echo. This garbage could have seriously ruined these people's lives. Witness Richard Jewell as a clear roadmap. I cannot think of a more apt example to where our current civic discourse has devolved at the NC level.

I urge you to take the opportunity of fresh perspective to take two definite actions that will reduce the hostility and increase chances for neighbors with differing views to find common ground rather than retreat to dark corners and arm for battle.

These are:

1. Summarily remove all NC decision making on land use issues. This is a breeding ground for all local hatred and bad behavior. At best it provides uneducated, ignorant stakeholders a chance to act as if they are experts in a vastly complex field and grind their personal axes. At worst, when learned professionals participate in land use vetting, it turns into free labor for the city Planning Dept. Both of these outcomes are wholly disagreeable and improper. The ultimate destination of these two roads is hatred amongst neighbors. So thanks for that City of Los Angeles....

2. Take definitive steps to promote civil behavior amongst Board Members and Stakeholders by giving DONE the power to remove Board members who break the code of civility and create penalties for members of the public who abuse the right of free speech. IF the NBA can impose a dress code, DONE can enforce a Code of Conduct.

I truly hope this email does not just fall by the wayside as it surely there are hundreds of others desperate to be heard regarding what they feel is important. I would hope that you undertake a review and make changes to engender more meritorious civic engagement in our public processes. Either that or kill this entire, ridiculous Neighborhood Council system. To be honest, it seems the only person it does anything positive for is that nitwit Rafe Sonenshein wwho likes to walk around calling himself the "father of the Neighborhood Councils."

I am happy to meet face to face at any time to speak further on the matter.

Many thanks

George Francisco



Erricka Peden <erricka.peden@lacity.org>

Attention Executive Assistant

Lauren Buisson <lauren.buisson.epnc@gmail.com>

To: Commission@empowerla.org

Mon, Jan 13, 2020 at 8:00 AM

Dear BONC members,

Thank you for your work thus far on trying to regularize enforcement of the NC code of conduct, and the censure and removal procedures.

What I did not see in your proposed policies is any attention paid to the potential for discriminatory biases that may be contained within an NC's "specified in the bylaws or standing rules of the Neighborhood Council."

When seeking to remove an elected or appointed official, it seems to me that NC members should not be subject to higher standards than those of our elected City government, boards or commissions. For example, my NC subjects members for removal after 4 marks of tardy at 20 mins. Are members of BONC at risk for removal for such a transgression? The City Council? Such a provision is patently absurd.

This rule is arbitrary, and was not subjected to serious scrutiny by the reviewing bodies at DONE, etc. The overuse of "at large" seats is another important area of concern. Overturning the will of voters is serious - and has the potential to disenfranchise voters which is the opposite of what NCs have been charged to accomplish.

Self-governance can be abused. BONC is the entity entrusted to prevent this from happening. Where is the policy to challenge bylaws that disproportionately impact minority stakeholders? On the cusp of the 20 year anniversary of our grand civic experiment, I'd hoped to see a bolder vision for balancing functionality of NCs alongside the will of the electorate and their chosen representatives.

I thank you in advance for considering my comments.

Sincerely,
Lauren Buisson

Lauren Buisson
pronouns: she/her/ella
Chief Information Officer
District 5 Representative
Co-Chair, Outreach & Communications Committee



<http://echoparknc.com/>



Erricka Peden <erricka.peden@lacity.org>

Attention Executive Assistant

gemma marquez <gemmarquez@sbcglobal.net>
 To: "Commission@EmpowerLA.org" <Commission@empowerla.org>

Fri, Dec 6, 2019 at 8:43 PM

Hello EmpowerLA,

I am writing to you regarding the following:

"As you may know, the Board of Neighborhood Commissioners is looking for public comment on Leadership Orientation, Dispute Resolution, Censure, and Removal. There is still time to share your suggestions on these essential policies. Commissioners will continue to receive comments on final versions of the policy resolutions for an additional month before approving. Share your thoughts by Monday January 20, 2020 by emailing Commission@EmRowerLA.org - and please put "Attention Executive Assistant" in your subject line."

I applaud BONC for taking on these very important shortcomings that currently prevalent on many NC's. My suggestions are the following:

1. How is the progress measured? Oral, written warning(s), informal and formal.
2. NEA must demonstrate corrective measures to fix the concerns
3. Highly recommend the idea of a "Mirror" - use videotaping. Then review videotape to show Board Members areas of concern.
4. There should be an unannounced visits by independent 3rd party. The NEA's and NC's should NOT be alerted of the unannounced visit. Video record be included too!
5. Create a Watch Group to do the job! A separate, independent department.
6. Provide a scale or rubric that clearly outlines expectations and actions taken?
7. If progress is NOT evident, who determines the consequences, penalties, and removal?
8. Consequences need to be swift, and quick
9. Will it be an independent Ombudsmen who follows a wr1tten public standards who is assigned the tasks of determining outcomes
10. Transparency, consistency, fairness is important!
11. Most importantiy, what will follow-up and enforcement look like?
12. Enforcement should be an independent 3rd party - NOT NEA or NC Boards can not independently self-monitor and correct.
13. Include an Appeal Process to be fair and consistent.
14. Monitoring of NC's is absolutely needed. Who will do it?

Just a few ideas!

Best,

Gemma Marquez
 Highland Park Resident



Erricka Peden <erricka.peden@lacity.org>

Attention Executive Assistant

Barry Cassilly <barry.cassilly@venicenc.org>
To: Commission@empowerla.org

Tue, Dec 10, 2019 at 9:16 AM

Any board member who violates the code of civility needs to be removed from office. I sit on Land Use and Planning and one VNC board member has shown up repeatedly to our meetings and has issued threats in public to our chair, myself and other board members. This person needs to be removed.

Best,
Barry

Barry Cassilly, 310-930-6222
barry.cassilly@venicenc.org



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Attention Executive Assistant

james.murez@venicenc.org <james.murez@venicenc.org>

Tue, Dec 10, 2019 at 2:24 PM

To: Commission@empowerla.org

Cc: Ira Koslow <president@venicenc.org>, George Francisco <george.francisco@venicenc.org>, Jasmine Elbarbary <jasmine.elbarbary@lacity.org>

To whom ever can help:

I understand you are considering revisions to how neighborhood councils operate, in particular as it relates to elected or appointed members of NC's and the Code of Conduct we agree to as a requirement of the swearing in process.

My issue is based on personal experience of feeling bullied and threatened by one or more members of our Board of Directors. This has occurred at public meetings as well as in private ones. This is very wrong in my opinion, we can disagree on an issue without being cursed at or physically threatened. And the idea of another member of our Board telling the general public (on live streaming video as well) that I should be sued because he does not agree with my opinion, is very personally harmful and not productive.

We are all volunteers trying to express our community to the City. We each have the right in my mind to express our opinion. But when one member comes attaching, it makes me want to drop out of the system and get as far away from this sort of psychotic behavior as possible.

I understand although your department requires all NC members to agree to a Code of Conduct, you don't have any mechanism to enforce the agreement. To this end, I would hope that you can find a way to enforce the rules. My thinking would be something along the lines of a penalty matrix, where the first offence might be a verbal warning followed on the second occurrence of a warning in writing. Then after two or three warnings, require the member to step down in their official capacity. Furthermore, they should be banned from participating as a member until one full cycle of elections occur.

This may seem harsh but there is no place in the system for people that abuse the system for their personal gains. We are all volunteers and need to be focused on the basic concept of improving our communities which can only be done if everyone acts professional and civil with the other members and the general public.

Thank you for your considerations.

Sincerely,
James Murez
Venice NC, Board Member

HLE

Dear Historic Highland Park Neighborhood Council and Stakeholders,

We hereby announce our resignations as Directors at Large, effective immediately .

It is with a heavy heart that we write this letter to address the following issues that have rendered our continued participation as Directors at Large on the Historic Highland Park Neighborhood Council board unproductive, and therefore pointless.

We reflect the voices of the community we interact with on a daily basis. The displays of personal animosity, public targeting and slander against us stem from our clear and overt calling out of corporate and developer interests and actions as violent and destructive to the fabric and people of this community. Questioning these privileged entities has sparked this board's use of bylaws and other procedural tactics to limit our decision making power and expression. The multiple accusations of supposed Brown Act violations have never been presented to us in any substantive or probative way. Public accusations without documentation or proof is slander.

Additionally, further actions like interpreting the bylaws to only allow one stakeholder on the Rules Committee (someone with personal ties to Nancy Venna), introducing a process to re-appoint stakeholder LUC (Land Use Committee) members, and the president advocating for procedures which have facilitated for her sister, Gracie/Graciella Maynetto, to hold the co-chair position on LUC, are only a couple of the ways that these members have made the NC (Neighborhood Council) significantly less democratic. We were simply reading cues from co-chair Gracie Maynetto who has been blatantly disinterested in taking any initiative in taking on any of the several responsibilities in preparing for a LUC meeting, and so we proceeded with the business of LUC. Being new to this neighborhood council work, we were prone to make some understandable mistakes, but instead of trying to kindly guide us like any decent human being, they started making public allegations, and weaponizing innocent mistakes against us. This was used as an excuse to reset the whole Land Use committee and slander our reputations (which went against DONE's (Department of Neighborhood Empowerment's) standards). These tactics have been anything but civil.

These clear attempts to rid and silence the voices of community advocates on LUC only served to waste hours of precious NC meeting time over the span of several months, resulting in virtually the same exact land use committee. It took months of our collective efforts and months of stakeholders screaming at the

Furthermore, we no longer feel safe, comfortable, effective, or welcome on this board due to the harassment and bullying of board members Yajaira Castillo, Prissma Juarez, and Rosemary Serna. We cannot abide by a board that allows its President and executive board to use the code of civility as a tool of intimidation and authoritarianism against both board member and stakeholder concerns. It has been an eye-opening and disheartening experience to witness this board disregard the explicit wishes and concerns of the stakeholders as expressed via multiple petitions and public comments. It is clear that the intention of the board is to advocate for developer interests and aid in the social cleansing of the community we were born and raised in. The long-term, marginalized residents are undervalued, and it shows when their outcries are cut off mid-sentence, when they receive no dialogue, are not provided ADA (Americans with Disabilities Act) accommodations and are left with unanswered questions. It is one thing for board members to say they are pro-community and anti-displacement, but the votes and actions of board members do not lie.

We have chosen to place our future efforts into educating the community into taking back their power and this board, which we collectively feel has been hijacked by those with questionable personal stakes and conflicts of interests via: career/employment, spouses/relatives, political platforms/aspirations, developer interests, real estate interests, racial bias and discrimination, and a specific tactical push against the indigenous presence in this community.

Moreover, instead of abstaining and throwing away your vote, try and get more feedback and stop ignoring the prevalent commentary from the community you were voted on by to guide your decision-making. Abstaining is a demeaning slap in the face to the stakeholders who are counting on you to be their voice. Your complicitness has and will continue to lead to mistrust from the community, which is a disservice and an insult to the position to were elected to. Show some backbone and defend the community members who actually need you.

It's upsetting and demoralizing that it has come to this, and the way that the board has chosen to conduct themselves is shameful, unethical and unlawful. We came into these positions with a community inclusive vision because that's literally what we were elected to do. Our goals have always been to make this council more inclusive of the full spectrum of stakeholders, particularly the marginalized stakeholders who have been underrepresented for too long. Within the present social context of gentrification and displacement, it is more essential than ever that we grant a voice to the most vulnerable, including renters, our unhoused neighbors, undocumented neighbors, and address these classist and divisive tactics being employed to stifle this advocacy.

It is painfully apparent that the bureaucracy and red tape surrounding the tools handed to us as board members are pointless, when met with a wall of opposition rooted in advancing developer interests and the influx of new businesses that price out the long established working class. If there was any doubt, refer to the President Stephanie Maynetto's biased commentary about "Cleanliness, progress, and improvement" that paint a picture of disdain towards the long standing community, and its remaining legacy businesses and stakeholders. For many, these key terms are a roundabout way of advocating for displacement, harassment of our unhoused neighbors, and increased policing and criminalization of PoC (People of Color). This "fence riding" mentality renders the already pitifully few CIS's (Community Impact Statements), Letters of Opposition/Support, zero workshops and zero community events as little more than a farce.

A majority of supporting emails will be available for the public to view. We hope this will provide insight into the dysfunctional, corrupt, and discriminatory conduct of this board.

And for all these reasons, we are done here.

Tlazohcamati,

Yajaira Castillo, Prissma Juarez, and Rosemary Serna

File

Board of Commissioners:

I am requesting that you conduct an investigation of the current Board members of the Historic Highland Park Neighborhood Council. Most notably the current president of the Board Stephanie Maynetto-Jackson.

I also request that you conduct an investigation on the HHPNC Done representative John Darnell.

During the December 2019 Neighborhood Council meeting a stakeholder raised his hand in an upward position and stated POINT OF ORDER. This stakeholder repeated his POINT OF ORDER statement three times and each time Maynetto- Jackson failed to recognize the stakeholder. I spoke out to the DONE representative Mr. Darnell and stated aloud that a stakeholder had stated POINT OF ORDER. Mr. Darnell remained mute and non responsive.

As the HHPNC uses the ROSENBERG'S RULES OF ORDER please take the time to review the section Meeting Interruptions. Sub section POINT OF ORDER.

As a result of my speaking out by stating POINT OF ORDER has been made by a stakeholder, Maynetto-Jackson noted on the minutes of this meeting that I caused a disruption during this HHPNC meeting.

Caroline Aguirre



Rosenberg's Rules of Order at a Glance

The Three Basic Motions

Simple majority to pass / open to debate

Basic Motion: "I move that we..."

Motion to Amend: suggests changes to the basic motion.

Motion to Substitute: replaces the basic motion entirely.

Special Motions

Simple majority to pass / no debate, goes directly to vote

Motion to Adjourn: ends the meeting.

Motion to Fix a Time to Adjourn: ends the meeting at a set time.

Motion to Recess: break in the meeting. Chair sets length of the break.

Motion to Table: defers the motion under discussion to a future date.

Motions that Permanently Close Discussion

2/3 majority to pass / no debate, goes directly to vote

Motion to Limit Debate: stops debate. "I move the question."

Motion to Close Nominations: stops new nominations for a position.

Motion to Object to the Consideration of a Question: rare, stronger form of tabling. Used before debate has begun.

Motion to Suspend the Rules: temporarily changes meeting rules. Cannot be used to suspend non-parliamentary bylaws. Can be debated.

Meeting Interruptions

May be used at any time. Chair responds by asking you to state your point.

Point of Privilege: points out uncomfortable surroundings, like a cold room or being unable to hear a speaker.

Point of Order: points out failure to follow correct meeting procedures.

Call for Orders of the Day: points out that the discussion has strayed from the agenda.

Appeal: reverses a Chair's ruling when passed by simple majority. Requires a second and can be debated.

Withdraw a Motion: used by the person making the motion. Others may immediately reintroduce the motion if they wish.

Motion to Reconsider

Simple majority to pass / open to debate

May only be made by a member who previously voted in the majority for the item. Must be made during the same meeting (or at the very next meeting, assuming it's been added to the agenda).

Life of a Motion

1. Chair announces item subject and number
2. Sponsor introduces item
3. Board asks technical questions for clarification purposes
4. Public comment on the item
5. Chair asks for motion
6. Chair asks for second
7. Board debates motion
8. Board votes
9. Chair announces result

Notes:

- All motions require a second before they can be voted upon.
- You must be recognized by the Chair before speaking.
- Chair may set limits on debate time or number of speakers.
- Abstentions don't count in vote tally.
- A tie vote fails to pass.
- To recuse, publicly state reason for recusal and leave room during debate and vote.