

# CITY OF LOS ANGELES

CALIFORNIA

NEIGHBORHOOD COUNCILS  
**EMPOWER LA**  
Department of  
NEIGHBORHOOD EMPOWERMENT

## BOARD OF NEIGHBORHOOD COMMISSIONERS

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## BOARD OF NEIGHBORHOOD COMMISSIONERS

### REGULAR MEETING MINUTES - APPROVED

Monday, December 21st, 2020 1:00 PM

Zoom Meeting Online or By Telephone

To Join the Meeting Dial: (669) 900-6833 or one of the following  
Toll Free Telephone Numbers:

(833) 548 0282, (888) 475 4499, (877) 853 5257, (833) 548 0276

The toll free feature eliminates long-distance call charges for participants. However, other telephone charges may apply from a participant's phone carrier.

Then Enter This Webinar ID: 935 7158 2985 and Press #

You can also join the meeting online by clicking on this link to join the webinar:

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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.

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

Every person wishing to address the Commission must dial (669) 900-9128, and enter 935 7158 2985 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.

AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

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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 the presiding officer of the Board decides differently.

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](http://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.

<b>Type of Call</b>	<b>Language</b>	<b>Toll-free 800 Number</b>
TTY/VCO/HCO to Voice	English	1-800-735-2929
	Spanish	1-800-855-3000

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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](http://ethics.lacity.org/lobbying). For assistance, please contact the Ethics Commission at (213) 978-1960 or [ethics.commission@lacity.org](mailto:ethics.commission@lacity.org).

1. [1:07 PM] Introduction (5 minutes).
2. [1:08 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

Public Comment:

3. [1:09 PM ] Approval of the Minutes of the Regular Meeting 12/01/2020 (5 minutes). [[Board of Neighborhood Commissioner Regular Meeting Minutes 12.01.2020- DRAFT](#)]

VOTE	Mover	Atkinson	Second	Shaffer
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Lipmen	X			

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<b>Shaffer</b>	<b>X</b>			
<b>Darett-Quiroz</b>				<b>X</b>
<b>Wehbe</b>	<b>X</b>			
<b>Regalado</b>				<b>X</b>
<b>Vo-Ramirez</b>				<b>X</b>
<b>Total</b>	<b>4</b>			<b>3</b>
<b>Motion</b>	<b>Carries</b>	<b>X</b>	<b>Fails</b>	

Public Comment: None

Action: Motion was made to approve the minutes for the regular meeting 12/01/2020 by Commissioner Atkinson, and seconded by Commissioner Shaffer. Motion passed.

4. **[1:12 PM] Multiple Agenda Items Comment (15 minutes).** – 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. This agenda item will last a total of 15 minutes and no individual speaker will be allowed more than five minutes.

Public Comment: Miho Murai HCNNC, Maebe A. Girl

5. **[1:14 PM] General Public Comments (15 minutes).** - 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.

Public Comment: Miho Murai HCNNC, Cindy Cleghorn, Glenn Bailey, Josh Nadel, Valerie Hanley, Sharon Brewer, Jennie Palluzzi, Maebe A Girl, 1818\*\*\*\*589, William E. Goat, Katherine McNenny,

6. **[1:44 PM] General Manager’s Report. (10 minutes).**
  - a. Staffing, budget, Monthly Profile Reports, and other operational matters

Public Comment: Jennie Palluzzi, Miho Murai, Valerie Hanley, Josh Nadel, Cindy Cleghorn, William E Goat.

Glenn Bailey, SheRise Ford, Sharon Brewer, Katherine McNenny, 1213\*\*\*663, 1818\*\*\*589

General Manager Comments:

General Manager gives update on FY 2021-22 Proposed Budget. The Department has been requested to submit an additional 10% reduction from the Revised Proposed Budget that was submitted to the Mayor’s office. General Manager explains the City budget process. General Manager gives updates about administrative changes such as re-examination by the leadership team on NEA assignments and reorganization, as well as the implementation of furloughs. General Manager gave short update related to implementing Council Member Bonin & Koretz’s motion for requiring a mandatory training for the Neighborhood Councils on Diversity Equity Anti- Bias & Inclusion. A total of 7 Planning 101 trainings have been held since October, and we are still in the process of getting information on the website. We are also still collecting information from Neighborhood Councils of who their committees are. The Department does not anticipate adding any additional trainings; they hope to possibly upload the Planning 101 training on Cornerstone to be available on an ongoing basis. On Grievance updates, Staff member Lorenzo Briceno will be dedicating his time on administrating the grievance process and procedures.

General Manager addressed Neighborhood Councils which have a number of grievances and are going into

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regional panels. The department is planning on forming three different regional panels. General Manager addressed Commissioner Shaffer's request on a report about a Neighborhood Council currently in Exhaustive Efforts.

7. **[2:48 PM] Discussion with Neighborhood Council (NC) representatives (10 minutes).** - This item pertains to 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: William E. Goat

Neighborhood Council Representatives' Comments: Conrad Starr spoke on behalf of Greater Wilshire NC. Kay Hartman spoke on behalf of Palms NC on the Digital Media Policy Draft.

8. **[3:10 PM] Verbal updates from elected representatives (5 minutes).** Representatives include: Office of the Mayor, Los Angeles City Council, and other City representatives.

Public Comment: None

Elected Representatives' Comments: None

9. **[3:10 PM] Verbal updates from Los Angeles Neighborhood Council Budget Advocates regarding Budget Advocacy (10 minutes).**

- a. Additional information regarding the Budget Advocates is available at <http://ncbala.com/>

Public Comment: None

Budget Advocates' Comments: Jack Humphreville spoke on behalf of the Budget Advocates.

10. **[3:29 PM] Verbal updates from the Neighborhood Council Funding Program (10 minutes).**

- a. Representatives from the Office of the City Clerk's Neighborhood Council Funding Division. <https://clerk.lacity.org/neighborhood-council-funding-program>  
b. Representatives from the Department of Neighborhood Empowerment

Public Comment: Cindy Cleghorn

City Clerk Representatives' Comments:

Cheryl Hass provided update status on financial activities of Neighborhood Councils to date. Cheryl mentioned that their staff has processed and reviewed total check payment requests of 1,056. They approved 81% and denied 15% as they needed further clarification on what the purpose of the request was for. Their staff processes the requests at approximately 1.9 days each request, as average precedent time it takes to handle the requests. Their staff has reviewed 1,419 credit card receipts. They have flag credit card transactions of 47, and the report is better than last report. They have done virtual trainings include program policies and funding portals or topics in support to what Neighborhood Councils need. Currently 6 NCs are on E.E. combined.

11. **[3:35 PM] Verbal updates regarding the 2021 Neighborhood Council Elections (10**

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**minutes).**

- a. Representatives from the Office of the City Clerk's Election Division. <https://clerk.lacity.org/elections/neighborhood-council-election>
- b. Representatives from the Department of Neighborhood Empowerment. ([Department of Neighborhood Empowerment 2021 Neighborhood Council Election Strategy](#))

Public Comment: Sarah Ullman, William E. Goat, Miho Murai HCNNC, Cindy Cleghorn, Glenn Bailey

City Clerk Representatives' Comments: Renee McDade provided update on NC Elections. Renee addressed that candidate filing for Regions 5, 6, 7, 8, & 1 are all open and underway currently. They have received a total of 228 candidate applications, 141 of which have been certified. Reminder to Neighborhood Councils in Region 5, the deadline to file candidate application is next Monday, December 28th. The official list of certified candidates will be put up on the website and sent to the boards on January 15<sup>th</sup>, 2021. Candidate filing period for Region 2 opens this Saturday, December 26<sup>th</sup>. Their department will continue to partner with DONE to host candidate information sessions. You can go to EmpowerLA's calendar to locate the date of a session you would like to attend and sign up using the Eventbrite link. Renee gave update on the Service Provider program. They are seeking Neighborhood Council stakeholders that are interested to volunteer as panelists for the new independent Grievance Panel for the 2021 Election season.

Department of Neighborhood Empowerment Comments: Thomas Soong will continue to provide candidate information trainings partnering with city clerk and address their needs. Have had Regional outreach sessions to provide resources and NEAs can follow up with.

**12. [4:08 PM] Discussion on [Draft Digital Media Policy](#) for Neighborhood Councils (5 minutes).**

Public Comment: Sarah Ullman, Josh Nadel, Miho Murai HCNNC, Glenn, Bailey, William E. Goat

[Communication from the Public & CIS's From Neighborhood Councils](#)

**13. [4:22 PM] Commission Business (15 minutes).** - Comment from Commissioners on matters within the Board's subject matter jurisdiction.

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

Public Comment: Glenn Bailey,

Commissioner Comments: Acknowledgements from Wehbe to everyone. Atkinson gives update as a member of congress of neighborhoods committee. Comments on the town hall that Ann-Marie and General Manager had. Shaffer addresses efforts.

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14. [4:33 PM] Adjourn (1 minute).

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	

Public Comment: None

Action: Motion was made to adjourn the meeting by Commissioner Shaffer, and seconded by Commissioner Atkinson. Motion passed.

**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](http://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, January 5, 2021 at 6:00pm – Zoom Webinar – Connection Information TBD
- Special Meeting on Tuesday, January 19, 2021 at 1:00pm – Zoom Webinar – Connection Information TBD
- Regular Meeting on Tuesday, February 2, 2021 at 6:00pm – Zoom Webinar – Connection Information TBD

**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

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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, 20<sup>th</sup> 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](mailto:Commission@EmpowerLA.org).