

# CITY OF LOS ANGELES

## BOARD OF NEIGHBORHOOD COMMISSIONERS

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## BOARD OF NEIGHBORHOOD COMMISSIONERS

### REGULAR MEETING MINUTES - APPROVED

**Tuesday, February 7, 2023 at 6:00 PM**

**Zoom Meeting Online or By Telephone**

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.

**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, participants' phone carriers may apply other telephone charges.

**Then Enter This Webinar ID: 820 4187 5556 and Press #**

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

**<https://us02web.zoom.us/j/82041875556>**

**Or you can join the webinar by entering Webinar ID 820 4187 5556 into the "Join a Meeting" field when online.**

**The latest version of Zoom must be installed if you would like to make public comments using your computer.**

**The following are links to information widely distributed to the Neighborhood Council System:**

- [Neighborhood Council Monthly Updates](#)
- [Neighborhood Council Newsletters](#)
- [Community Impact Statements filed with this Commission](#)
- [2022 Legislative Reports to Neighborhood Councils](#)

AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER

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IN CONFORMITY WITH THE SEPTEMBER 16, 2021 ENACTMENT OF CALIFORNIA ASSEMBLY BILL 361 (RIVAS) AND DUE TO CONCERNS OVER COVID-19, THE BOARD OF NEIGHBORHOOD COMMISSIONERS MEETING WILL BE CONDUCTED ENTIRELY TELEPHONICALLY.

Every person wishing to address the Commission must dial (669) 900-9128, and enter 820 4187 5556 and then press # to join the meeting. When prompted by the Chair or designee to provide public input at the meeting, the public will be requested to dial \*9 or use the Raise Hand option, to address the Commission.

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. No individual speaker will be allowed more than two (2) minutes during General Public Comment, unless the presiding officer of the Board decides differently.

Neighborhood Council Community Impact Statements and Resolutions Pursuant to Los Angeles Administrative Code Section 22.819, a Neighborhood Council may take a formal position on a matter by way of a Community Impact Statement (CIS) or written resolution. If the Neighborhood Council would like to be heard on its CIS or resolution at a Commission meeting, the Neighborhood Council representative must provide the Commission with a copy of the CIS or Resolution sufficiently in advance for review, possible inclusion on the agenda, and posting on the Commission's website.

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If the CIS or Resolution pertains to a matter *listed on the Commission’s agenda*, during the time the matter is heard, the designated Neighborhood Council representative will have an opportunity to present the Neighborhood Council’s formal position. In the Chair's discretion, the Neighborhood Council representative may be asked to have a seat at the table (or equivalent for a virtual meeting) typically reserved for City staff and may provide the Neighborhood Council representative more time than allotted to members of the general public. If the CIS or Resolution pertains to a matter *not listed on the agenda*, the designated Neighborhood Council Representative may speak during General Public Comments.

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.

| Type of Call                       | Language             | Toll-free 800 Number |
|------------------------------------|----------------------|----------------------|
| TTY/VCO/HCO<br>to Voice            | English              | 1-800-735-2929       |
|                                    | Spanish              | 1-800-855-3000       |
| Voice to<br>TTY/VCO/HCO            | English              | 1-800-735-2922       |
|                                    | Spanish              | 1-800-855-3000       |
| From or to<br>Speech-to-<br>Speech | English &<br>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).

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1. [6:03 PM] Introduction.
2. [6:14 PM] Call to Order and Commission Roll Call.

| Commissioner  | Present | Absent |
|---------------|---------|--------|
| Atkinson      | X       |        |
| Darett-Quiroz | X       |        |
| Regalado      | X       |        |
| Shaffer       | X       |        |
| Valdivia      | X       |        |
| Wehbe         | X       |        |

3. [6:15 PM] Approval of the Minutes of the Meeting for [1/03/23](#) and [2/1/23](#)  
Action: Commissioner Shaffer made a motion to approve the Regular Meeting Minutes dated 01/03/2023. Commissioner Atkinson seconded the motion. Motion was approved.

Public Comment: Puppet.

Commission Comment: None.

| VOTE          | Mover    | Shaffer  | Second   | Atkinson |
|---------------|----------|----------|----------|----------|
| Commissioner  | Ayes     | Nays     | Abstain  | Absent   |
| Atkinson      | X        |          |          |          |
| Darett-Quiroz | X        |          |          |          |
| Regalado      | X        |          |          |          |
| Shaffer       | X        |          |          |          |
| Valdivia      | X        |          |          |          |
| Wehbe         | X        |          |          |          |
| <b>Total</b>  | <b>6</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| Motion        | Carries  |          |          |          |

- Action: Commissioner Shaffer made a motion to approve the Special Meeting Minutes dated 02/01/2023. Commissioner Wehbe seconded the motion. Motion was approved.

Public Comment: None.

Commission Comment: None.

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| VOTE          | Mover   | Shaffer | Second  | Atkinson |
|---------------|---------|---------|---------|----------|
| Commissioner  | Ayes    | Nays    | Abstain | Absent   |
| Atkinson      | X       |         |         |          |
| Darett-Quiroz | X       |         |         |          |
| Regalado      | X       |         |         |          |
| Shaffer       | X       |         |         |          |
| Valdivia      | X       |         |         |          |
| Wehbe         | X       |         |         |          |
| Total         | 6       | 0       | 0       | 0        |
| Motion        | Carries |         |         |          |

4. **[6:24 PM] Multiple Agenda Items Comment.** Comments by members of the public who want to speak on multiple agenda 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: Call-in-User with Number Ending in 629.

Commission Comment: None.

5. **[6:26 PM] General Public Comments.** Comments from the public on non-agenda items within the Board’s subject matter jurisdiction. No individual speaker will be allowed more than two minutes.

If a Neighborhood Council has submitted a Neighborhood Council Resolution or Community Impact Statement on a matter that is not listed on this agenda, the designated Neighborhood Council Representative may speak during General Public Comments.

Public Comment: Yolanda Gonzalez, Glenn Bailey, Call-in-User # Ending in 629/Lydia Grant, and Puppet.

Commission Comment: None.

6. **[6:36 PM] Findings to Continue Teleconference Meetings Pursuant to AB 361 [Government Code Section 54953(e)].** Determination in accordance with AB 361 [Government Code Section 54953(e)(3)] that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and state or local officials have imposed recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the Commission and neighborhood council board and committee members to meet safely in person and state or local officials continue to impose or recommend measures to promote social distancing.

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Action: Commissioner Shaffer made a motion to move findings to Continue Teleconference Meetings Pursuant to AB 361. [Government Code Section 54953(e)(3)]. Commissioner Atkinson seconded. Motion was approved.

Public Comment: Garry Fordyce and Kalani Whittington.

Commission Comment: None.

| VOTE          | Mover   | Shaffer | Second  | Atkinson |
|---------------|---------|---------|---------|----------|
| Commissioner  | Ayes    | Nays    | Abstain | Absent   |
| Atkinson      | X       |         |         |          |
| Darett-Quiroz | X       |         |         |          |
| Regalado      | X       |         |         |          |
| Shaffer       | X       |         |         |          |
| Valdivia      | X       |         |         |          |
| Wehbe         | X       |         |         |          |
| Total         | 6       | 0       | 0       | 0        |
| Motion        | Carries |         |         |          |

**7. [6:44 PM] Verbal Updates from the Office of City Clerk and the Department of Neighborhood Empowerment regarding the 2023 Neighborhood Council Elections.** Representatives from the Office of the City Clerk’s Neighborhood Council Election Division and the [Department of Neighborhood Empowerment](#).

City Clerk Representatives: Senior Elections Administrator, Renee McDade.

Ms. McDade related information on candidate filing for NCs that remain open, on voting, and answered questions.

D.O.N.E. Representatives: Anne Marie Holman, Director of Communications, and Angie Aramayo, Director of Awareness and Engagement.

Ms. Holman and Ms. Aramayo gave updates on the Department’s efforts to prepare for NC elections, including support tools available.

Ms. Aramayo spoke on additional light-pole banners, per a motion introduced today by Council Member Lee. Once approved, D.O.N.E. will be preparing these banners for NCs, which will be in addition to the pole banners that the individual NCs have designed for their own neighborhood councils. These will be designed by the D.O.N.E. to increase awareness of the neighborhood councils throughout the City.

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**[7:15 PM]**

Public Comment: Kalani Whittington and LA Budget Advocates/Jennifer Goodie.

Commission Comment: Commissioner Shaffer.

**8. [7:22 PM] Verbal Updates from the Office of City Clerk Funding Division Representatives from the Office of the City Clerk's Neighborhood Council Funding Division:** Deferred / No reps were present.

**9. [7:23 PM] Verbal Updates Regarding Budget Advocacy. Reports on neighborhood council budget outreach and advocacy efforts.**

**a. Neighborhood Council Budget Advocates**

Budget Advocacy Representative: Jennifer Goodie, Co-Chair of the Budget Advocates.

Jennifer Goodie provided a brief report:

- They are having a town hall Saturday 02/11 12:30 pm with D.O.N.E. General Manager Raquel Beltran to go over the Fiscal Year budget request. There will be a full budget presentation and a Q&A. Register at [www.budgetadvocates.org](http://www.budgetadvocates.org) on the town hall section.
- They are still working on departmental reports and the white paper.
- The next regular Budget Advocates meeting is Saturday 02/18<sup>th</sup> at 9:30 am.
- Budget Day June 17, 2023, hoping for an in-person event at City Hall.

**b. Budget Tribunes:** None / No Budget Tribune Representative was present.

Public Comment: None. / Commission Comment: None.

**10. [7:29 PM] General Manager's Verbal Report.**

Department Administration, Neighborhood Council engagement, civic leadership, policy and government, staffing, awareness and engagement, update on Neighborhood Councils return to in-person (see [CF 22-1070](#)), budget, City policies, and exhaustive efforts.

D.O.N.E. Representative: General Manager Raquel Beltran and Erick Munoz.

GM Beltran introduced Erick Munoz, the new Commission Executive Assistant, who has been with the department for one week. He will provide all of the support to the commission and NCs interfacing with the commission. He came from LAPD, having provided support to the commission of LAPD at times, and is well qualified to do this work. He'll maintain the dashboard on CISs among other things. As part of Policy and Government Division, he'll provide support to Tom Soong, to and to interface with NCs.

Erick Munoz introduced himself briefly. GM Beltran noted that some department advocates will transition out and Erick will be a resource for NCs. She thanked colleagues in the department who have been helpful, providing backup support over the past few years.

Some comments from GM Beltran are noted below, including but not limited to that they are having a Budget Presentation Saturday for Budget Advocates, and are still available to come to NCs to do Budget presentations.

GM Beltran gave update regards COVID and Council File #22-1070 entitled [Neighborhood Council Meetings / EmpowerLA Virtual Governance \(EVG\) System / In-Person / Emergency Declarations](#) – See link: <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=22-1070> –



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GM Beltran noted that DONE's report was filed in CF# 22-1070 and shared with the commissioners. See link: [https://clkrep.lacity.org/onlinedocs/2022/22-1070\\_misc\\_1-27-23.pdf](https://clkrep.lacity.org/onlinedocs/2022/22-1070_misc_1-27-23.pdf). The report includes their recommendations to amend the Brown Act among a variety of things, including to address the desire of some NCs to continue meeting virtually. They also provided their recommendations to get support from City Council to implement the hybrid program. She noted that the only real decision NCs have to make now is to meet in person effective March 1<sup>st</sup>.

The General Manager noted that they have learned as of last week that public will no longer have to show proof of vaccination, and therefore NCs also do not have to do so. That is no longer a point of concern for NCs as to checking for vaccination to come into meetings. As of today, board members and commissioners do have to be vaccinated. She noted it was never expected that board members would have to check vaccination status of their colleagues. That would be something managed by the City; the process has not been made known to their department. When she knows more of the process, they'll share it. She noted that board members have never been expected to check vaccinations of their colleagues. There are confidentiality issues to consider. Ms. Beltran noted that they have communicated in January, notified NCs and confirmed to meeting in person in March. She noted that the February update provided more specific info about that transition, lifting of the declaration of emergency from the City, and the State, and have communicated information as did the City Clerk, from their end, related to approval of any leases. Ms. Beltran discussed the status of the inspections for ADA compliance.

Ms. Beltran related further details including but not limited to fees for facilities, whether financial obligations to use a space or not; there are forms required, permits to be completed, as was the case prior to the pandemic. They are just facilitating the process to support NCs to get these ADA assessments done. She noted that no one from the NC needs to be there when the inspection is done. They just need contact at the locations. They have asked that NCs on the list of 14 NCs to participate in the pilot program to be prioritized & all except four of those NCs have had their assessments done.

GM Beltran noted that the department continues to be hybrid telework department... All department staff is expected to work at the office a minimum of two days a week, and the office will be closed to the public until they are able to address health and safety issues... before reopening the office to the public. In terms of the Core Institute, GM Beltran noted that the Civic Leadership Director, Vanessa Serrano, is working on scheduling the two info sessions about the return to in-person Saturday & Thursday. Vanessa is preparing for orientations beginning the end of March/early April through June, to include coordination with Administration Services Division, to try to issue training accounts to newly elected board members to try to prepare them for service by July 1<sup>st</sup>. with their mandatory trainings completed in a timely manner.

GM Beltran related that she understands that Senator Portantino has introduced State legislation under review that she thinks has been amended; he hopes to introduce it as urgent legislation. An amendment she heard of would allow NCs to meet virtually in perpetuity; it was amended to be applicable to cities with populations over 3 million and applicable to Board & Commission, their Brown Act bodies. She noted that there is a big difference between what Senator Portantino has introduced and what her Department has introduced to City Council... She noted that there are three statewide bodies introducing amendments to the Brown Act as well.

GM Beltran noted that they have updated a report in Council File 21-0407 Neighborhood Council / Standardize Election Rules / Stakeholder Participation which was refiled this week.

Council File: <https://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=21-0407>

Ms. Beltran noted that they are making great progress on the creation of the new CIS portal and will be holding a meeting with the CIS filers of all the NCs in March, to beta test the new portal with the CIS filers. Only CIS filers will be invited to participate in the beta testing meeting. They'll get feedback from the filers and make changes to the portal and have full roll out by June.



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GM. Beltran gave update on the four NCs in Exhaustive Efforts, and spoke on returning to in-person Commission meetings. Commission President Regalado thanked the GM Beltran for her updates and welcomed Erick Munoz.

Commission Comment: Commissioner Schaffer and Commissioner Atkinson.

Public Comment: Puppet, Jennifer Goodie (Budget Advocates), Kalani Whittington and Sharon Brewer,

Commission President Regalado thanked GM Beltran for a very informative report, and keeping us updated.

**11. [8:15 PM] Verbal Update on Code of Conduct Ad-Hoc Committee**

Commissioner Shaffer noted that they should have a draft and hopes to have comments by NCs by next meeting. Commissioner Wehbe noted that they met again as a committee of two, and times with the City Attorneys who have been valuable. She thanked City Attorneys Elise Rudin and Ayelet Feiman for their assistance. GM Beltran asked and Commissioners Shaffer and Wehbe noted that the committee will bring the report to the Department prior to bringing it to the Commission.

Public Comment: Puppet and Kalani Whittington.

Commission Comment: Commissioners Shaffer and Wehbe.

**12. [8:22 PM] Commission Business.** Comment from Commissioners on matters within the Board's subject matter jurisdiction.

- a. Brief announcements on Commissioners' own activities.
- b. Requests for future agenda items.
- c. Ask staff to research issues and report back to the Commission at a future time.

Commission Comment: Commissioner Shaffer noted that the Neighborhood Council Emergency Preparedness Alliance is having a Disaster Preparedness Fair at Pierce College on Saturday 02/25 morning and they will attempt a hybrid meeting for one hour at the fair. Commissioner Shaffer also related that this Thursday at Valley Alliance 6:30 pm their new City Attorney will be there to answer questions submitted previously and from the floor, go to [www.Vanc34.org](http://www.Vanc34.org) for the agenda & access information to the Zoom meeting.

Commission President Regalado related that they have a new Councilmember in his own district, who also has Watts in his district. He has discussed with him having the presidents of the various NCs have a meeting with the new councilmembers, to share what is important in their communities as far as NCs are concerned, in the South part of the community. He is open and excited about that.

Public Comment was given by Puppet. Commission President Regalado adjourned the meeting at 8:31 PM.

**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.)

- Special Meeting on **Tuesday, February 21, 2023**, at 1:00 p.m.  
<https://us02web.zoom.us/j/82041875556>

**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, 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).