

CITY OF LOS ANGELES

BOARD OF NEIGHBORHOOD COMMISSIONERS

RAY REGALADO
President

JOY ATKINSON
Vice President

LEONARD SHAFFER
DEBBIE WEHBE
MAGGIE DARETT-QUIROZ
JENNIFER VALDIVIA

Email: commission@empowerla.org

CALIFORNIA



KAREN BASS
MAYOR

NEIGHBORHOOD COUNCILS
EMPOWER LA
Department of
NEIGHBORHOOD EMPOWERMENT

20th FLOOR, CITY HALL
200 NORTH SPRING STREET LOS
ANGELES, CA 90012

TELEPHONE (213) 978-1551
TOLL-FREE 3-1-1
FAX: (213) 978-1751
E-MAIL: EmpowerLA@lacity.org

VANESSA SERRANO
INTERIM GENERAL MANAGER

ERICK MUÑOZ
EXECUTIVE ASSISTANT

www.EmpowerLA.org

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES – APPROVED

Monday, March 20, 2023 at 1:00 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

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.

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.

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES – APPROVED

Monday, March 20, 2023

Page 3 of 9

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

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

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

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

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

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

1. [1:06 PM] Introduction.

2. [1:12 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. Approval of the Minutes of the Meeting for [2/27/23](#) and [3/7/23](#).

Action: Commissioner Shaffer made a motion to approve the Minutes dated 02/27/2023. Commissioner Wehbe seconded the motion. The motion was approved.

Public Comment: None. / Commission Comment: None.

VOTE	Mover	Shaffer	Second	Wehbe
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Darett-Quiroz	X			
Regalado	X			
Shaffer	X			
Valdivia				X
Wehbe	X			
Total	5	0	0	1
Motion	Carries			

Action: Commissioner Atkinson made a motion to approve the Minutes dated 03/07/2023. Commissioner Darett-Quiroz seconded the motion. The motion was approved.

Public Comment: None. / Commission Comment: None.

VOTE	Mover	Atkinson	Second	Darett-Quiroz
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Darett-Quiroz	X			
Regalado	X			
Shaffer	X			

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES – APPROVED

Monday, March 20, 2023

Page 5 of 9

Valdivia				X
Wehbe	X			
Total	5	0	0	1
Motion	Carries			

- 4. [1:16 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: None. / Commission Comment: None.

- 5. [1:16 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: Glenn Bailey. / Commission Comment: None.

- 6. [1:20 PM] Introduction of the new Deputy City Attorney Vanessa Alvarado.**

Representatives from the Los Angeles City Attorney’s Office, Neighborhood Council Advice Division, (NCAD): Elise Rudin, Assistant City Attorney, and new Deputy City Attorney, Vanessa Alvarado.

Assistant City Attorney Rudin announced that they have a new addition to their group, and introduced our new Deputy City Attorney, Vanessa Alvarado, whom she noted is new to their unit but not to their office. She has been in the office approximately 16 years, having come from Tobacco Enforcement. She has also served in several divisions of their office, having been a Neighborhood Prosecutor, worked in the Economic Division of the office, and Contracts, among other things.

Ms. Rudin noted that Ms. Alvarado will be sending out notices of her assigned NCs. Ms. Rudin added that she will ask the Department of Neighborhood Empowerment to set up a list of all City Attorneys & NCs they represent.

New Deputy City Attorney Vanessa Alvarado thanked us for the opportunity, noting that she looks forward to working with all of us, and thanked everyone for volunteering.

Public Comment: Glenn Bailey.

Commission Comment: Commissioner Wehbe, Commissioner Daret-Quiroz, Commissioner Shaffer and Commissioner Atkinson each welcomed the new Deputy City Attorney, Vanessa Alvarado.

Commission President thanked City Attorneys Rudin and Alvarado. Assistant City Attorney Elise Rudin responded to issues raised during Commission & Public Comment.

7. [1:32 PM] Verbal Updates from the Office of City Clerk Funding Division Representatives from the Office of the City Clerk’s Neighborhood Council Funding Division.

Representative of the Office of the City Clerk, Funding Division: Janet Hernandez

Ms. Hernandez gave an update on Neighborhood Council funding. She noted that information provided is also available on the dashboard, available on the website. <https://cityclerk.lacity.org/NCFundPortal/Dashboard.html>

Public Comment: Cindy Cleghorn and Sharon Brewer

Commission Comment: Commissioner Wehbe

8. [1:42 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](#).

Representatives from the Office of the City Clerk, Neighborhood Council Elections Division: Renee McDade and Michael Lektorich.

Ms. Renee McDade gave an update on NC hybrid elections for 2023. Ms. McDade noted that Mr. Lektorich is the Manager for Vote by Mail program and was present for support as needed.

D.O.N.E. Neighborhood Council Elections Representative: Ann Marie Holman, Director of Communications for EmpowerLA.

Ms. Holman gave an update with some comments including that she and Michael Lektorich from the City Clerk’s Election Division hosted their final candidate info session on March 18th. She commented on the importance of “messaging” to get out the vote which language depends on the voting model of each NC. She spoke on all they are doing to support NCs in preparing for the election. She welcomed any ideas of radio placements to be sent to her at empowerla@lacity.org. She reminded those running for an uncontested seat to be sure to vote for themselves, as they need at least one vote. Suggestions can also be sent to her at ann-marie.holman@lacity.org. Informational Recordings can be found at www.Tiny.cc/CandidateSessionVideos.

Public Comment: Glenn Bailey

Commission Comment: Commissioner Shaffer and Commissioner Atkinson asked questions which were answered.

9. [2:08 PM] Verbal Updates Regarding Congress of Neighborhoods.

Congress of Neighborhoods Representatives: Daniel Perez.

Daniel Perez gave updates on the upcoming Congress of Neighborhoods scheduled for Saturday September 23rd at City Hall. He is serving as Chair again this year, with Kay Hartman serving as Vice Chair. He noted that if folks are interested in helping them put together a whole day of networking, speakers, workshops and food, write to <https://www.neighborhoodcongress.la/> He noted that tomorrow, they’re putting out their pre-planning survey, and soliciting ideas for the theme for this year. Make this year a celebration of being in person, in community, together.

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES – APPROVED

Monday, March 20, 2023

Page 7 of 9

Public Comment: None.

Commission Comment: Commissioner Wehbe and Commissioner Atkinson thanked Daniel.

10. [2:15 PM] *Interim General Manager's Verbal Report.* Department Administration, Neighborhood Council engagement, civic leadership, policy and no government, staffing, awareness and engagement, budget, City policies, and exhaustive efforts.

D.O.N.E. Representatives: Interim General Manager Vanessa Serrano and Thomas Soong, Director of Policy & Government Relations.

Ms. Serrano related that the priority is to continue to work with NCs on getting back to in-person meeting. They are working on Board Affirmations for those who will not have an election. She spoke on the Instagram reels on Neighborhood Council Women in Leadership. She noted that last week she was briefed on the closing of the EVG-hybrid Workgroup and will work with Tom to schedule a report before the Neighborhood and Community Enrichment Committee, a City Council Committee. She hopes to have an update at the next meeting.

Ms. Serrano noted that the motion in CF #20-0990 [Diversity, Equity and Inclusion Training / Anti-Bias Training / Los Angeles Neighborhood Council Members] was approved by City Council at the March 14th meeting, to grant the Department the authority to promulgate rules and regulations, and establish policy on NC trainings.

She reminded us that this week there is a CIS portal feedback session on Thursday March 23rd; notice was sent out to all CIS filers, asking them to attend the session, led by Thomas Soong, on how to use the new portal. In order to access the new portal, each filer will have to create an Angeleno account. They encourage all filers to register and attend. For more information, reach out to your NEA.

Questions by the Commissioners were asked and answered by Interim GM Serrano as well as Mr. Thomas Soong, including but not limited to information provided by Mr. Soong on the CIS filer information sessions and as to BONC's in-person meetings.

[2:42 PM] Public Comment: Josh Nadel, Glenn Bailey, and Sharon Brewer

Commission Comment: Commissioner Atkinson, Commissioner Shaffer, Commissioner Wehbe

11. [2:48 PM] Discussion and Possible Action on submission of a letter to City Council on the Municipal Lobbying Ordinance Council File 22-0560

Council File 22-0560 is entitled: Municipal Lobbying Ordinance / Updates

Action: Commissioner Shaffer made a motion that Commission approve the draft letter to City Council on the Municipal Lobbying Ordinance Council File 22-0560. Commissioner Atkinson seconded the motion. The motion was approved.

Commission Comment: Commissioner Shaffer, Commissioner Atkinson, Commission President Regalado and Commissioner Wehbe. Commissioners discussed the importance of sending the letter.

Public Comment: Sharon Brewer.

Ms. Brewer pointed out that this item is in the Ad Hoc Government Relations Committee today at 2:00 pm.

VOTE	Mover	Shaffer	Second	Atkinson
Commissioner	Ayes	Nays	Abstain	Absent
Atkinson	X			
Darett-Quiroz	X			
Regalado	X			
Shaffer	X			
Valdivia				X
Wehbe	X			
Total	5	0	0	1
Motion	Carries			

12. [2:58 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.

Commissioner Shaffer noted that this Saturday March 25th at Pierce College from 9:00 am to 3:00 pm there will be a major Disaster Preparedness Fair put on by Woodland Hills West Valley Chamber of Commerce which will include NCs from CD3 and CD5, and that everyone is invited.
https://www.woodlandhillsc.net/readpost.php?news_id=10071

Commissioner Atkinson related that she is working on a “social contracting” project, which can be used by NCs on how they’ll run meetings and get along with each other. Working with a consultant, they have created a video with West Adams NC, who will practice the system at their retreat.

Commissioner Wehbe would appreciate specific feedback from anyone within the office, specific to the conflict of interest work that she and Commissioner Shaffer have proposed and worked on with the City Attorney’s office, as regards their next steps and if they are ready to go to the community. Commissioner Shaffer thanked her.

Commission President Regalado was asked and answered that they are still working on possible dates for the BONC retreat.

Public Comment: None. / Commission Comment: Commissioners Shaffer, Atkinson and Wehbe.

[3:06 PM] Commission President Regalado adjourned the meeting at **3:06 pm**, noting that our next meetings will be at City Hall, and that he looks forward to seeing our faces.

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

- **Regular Meeting on Tuesday, April 4, 2023, at 6:00 p.m. at City Hall**

200 North Spring Street, Suite 1060
Los Angeles, California 90012
<https://us02web.zoom.us/j/82041875556>

- **Regular Meeting on Monday, April 17, 2023, at 1:00 p.m. at City Hall**

200 North Spring Street, Suite 1060
Los Angeles, California 90012
<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.

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING MINUTES – APPROVED

Monday, March 20, 2023

Page 10 of 9

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.