

ADOPTED 02/07/12

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CALIFORNIA

BOARD OF NEIGHBORHOOD
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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

SPECIAL MEETING

TUESDAY, JANUARY 10, 2012 – 6:00 P.M.

ARMINTA ELEMENTARY SCHOOL - AUDITORIUM
11530 STRATHERN STREET
NORTH HOLLYWOOD, CA 91605

COMMISSIONERS PRESENT

Daniel Gatica, President
Carlene Davis, Vice President
Douglas Epperhart
Linda Lucks
Karen Mack
Paul Park
Leonard Shaffer

DEPARTMENT STAFF PRESENT

BongHwan Kim, General Manager
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVE

Anthony Paul Diaz, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: President Gatica gave the introduction.

2. Call to Order and Commission roll call. (1 minute)

ACTION: President Gatica, called the meeting to order at 6:10 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant.

Commissioners present (Gatica, Davis, Epperhart, Lucks, Parks, and Shaffer).

Commissioner Mack arrived at 6:20 p.m.

3. Approval of the Minutes of the Special Meeting of December 6, 2011. (3 minutes)

Commissioner Lucks moved that the Minutes of the Special Meeting of December 6, 2011, be approved as written. Commissioner Shaffer made two amendments with regards to the Motions on page 5 of 6 where an amendment was offered by Commissioner Shaffer, the Minutes should read the Commission passed the amendment to the Motion, not the amended Motion. Where it says, Original Motion, that should have been that the Board passed the Motion as amended.

Commissioner Shaffer seconded the Motion as amended.

Vote: Ayes – 5 (Gatica, Davis, Epperhart, Park, Shaffer)

Nays – 0

Abstention – 1 (Park)

Motion passes as amended.

4. 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 two minutes. (15 minutes)

Public comments received from:

Inez T. Morin – will speak at a later time regarding specific agenda item.

5. Verbal update from a representative of the Office of the Mayor Antonio Villaraigosa, Neighborhood and Community Services. (10 minutes)

Taken out of order, after agenda item No. 7.

ACTION: Yolanda Fuentes Miranda, Associate Director, Neighborhood & Community Services, provided an update:

- **The Mayor's Office will be working with General Manager Kim regarding the Neighborhood Council elections.**
- **The Budget Survey is coming up and the Mayor's Office is interested in having the Commission partner with the Mayor's Office and work with their respective region to outreach to Neighborhood Councils to take the survey. The goal is to agendize the item between January 15 and February 15, 2012.**
- **March 31, 2012, Mayor's Day of Service, will be working with the food council. The Mayor's Office is looking to have Neighborhood Councils partner with the Mayor's Office to map out where all the fast food locations are so there can be a comparison between fresh food, alternatives, markets and fast food restaurants.**

Public comment received from:

Ivan Spiegel – missing the real issue – it's not getting this out, this will get out, a lot of people will respond– the real issue is how do we get the Mayor to listen to the things that are in the survey? If the Commission wants to send a letter, send the letter to the Mayor saying look at what's happening in your Neighborhood Council system.

Dan Wiseman – gave additional information on outreach strategy for budget day.

6. General Manager's Report (10 minutes)

1. Briefing on Departmental activities.
2. Staffing, budget and other operational matters.

ACTION: The General Manager limited his updates to the agenda items in terms of Department activities.

7. Discussion and possible action to support the Department's application to become an approved Volunteers in Service to America (VISTA) sponsor in order to support Neighborhood Council partnerships with non-profit organizations and others to address anti-poverty issues in their communities. This is a federal program of the Corporation for National and Community Service. VISTA provides full time members to public agencies and other community organizations to create and expand programs that bring low income individuals and communities out of poverty. (10 minutes)

ACTION: Commissioner Epperhart moved that this agenda item be postponed until the next meeting.

Commissioner Shaffer seconded the Motion.

Vote: Ayes – 6 (Gatica, Epperhart, Lucks, Mack, Parks, Shaffer)

Nays – 0

Abstention – 1 (Davis)

Motion passes

Public comment received from:

Inez T. Morin – have the following questions: 1) What is going to be the cost? 2) Does it relate to something that was voted on in 2008 at the BONC meeting in Sunland-Tujunga Neighborhood Council? How that money was spent?

8. Discussion and possible action by the Commission regarding Neighborhood Council elections including an update from the Department on the recent status of Neighborhood Council elections. (30 minutes)

ACTION: Update from the General Manager:

- **City Council agendized this item on the Motion introduced by Councilmember Krekorian was to temporarily transfer the authority for elections from the City Clerk to the Department on a temporary basis.**
- **City Council voted 11-2 to take that action.**
- **There were quite a few questions around money and what actually is the plan to implement elections.**
- **The Department will be preparing a report and the report back timing to Committee, Arts, Parks, and Neighborhoods, will be around mid February.**
- **The Department will present their plan to administer elections as well as the budget request.**
- **The biggest concern is timing and resources.**
- **Will not agree to take on the elections if the City Council does not provide additional resources.**

Commissioner Epperhart moved that Commissioners Len Shaffer and Linda Lucks be appointed as Board of Neighborhood Commissioners delegates to the Election Task Force to follow up on these issues and they will be reporting back to the Commission as meetings occur.

Commissioner Davis seconded the Motion.

Vote: Ayes – 6

Nays – 0

Motion passes unanimously.

Public comment received from

Ivan Spiegel – proposing that the Commission take the high ground, push the integrity of the elections no matter how they are done, must maintain the integrity to the elections. The Commission needs to set the moral tone.

9. Discussion and possible adoption of a Commission work plan. The proposed motions are as follows: Resolve, the Board of Neighborhood Commissioners, in conjunction with the Department of Neighborhood Empowerment and Neighborhood Councils, adopt a plan of work for 2012 consisting of the following:

1. To establish a set of standards to guide Neighborhood Council operations and provide a uniform measure of competence for Neighborhood Council officers, board members and volunteers.

Subcommittee – Park (Chair), Epperhart, Shaffer

2. To devise and implement a leadership development program to improve and extend the skills of Neighborhood Council officers, board members and other volunteers.

This item will be addressed once Item No. 1 is completed.

3. To devise and implement a citywide publicity and outreach campaign to raise awareness of Neighborhood Councils and encourage participation by stakeholders.

Subcommittee – Mack (Chair), Park, Lucks

4. To review the Plan for a Citywide System of Neighborhood Councils (Plan) in its entirety and propose amendments to the Plan to eliminate inconsistencies, clarify vague or confusing language, and offer a complete and comprehensive directive for Neighborhood Councils. The desired outcome is a clear and comprehensive Plan that will be more accessible and useful for guiding Neighborhood Councils.
(30 minutes)

Subcommittee – Epperhart (Chair), Gatica, Shaffer

ACTION: Commissioner Davis suggested that a language change be made. Without objection will change competence to performance.

1. To establish a set of standards to guide Neighborhood Council operations and provide a uniform measure of performance for Neighborhood Council officers, board members and volunteers.

The following subcommittees were established:

Standards - Park (Chair), Epperhart, Shaffer

Outreach - Mack (Chair), Parks, Lucks

Plan - Mack (Chair), Parks, Lucks

Vote: Ayes – 6

Nays – 0

Motion passes unanimously.

Public comment received from:

Mary Garcia – does not like the wording.

Ivan Spiegel – agrees with setting standards.

10. Recognition and presentation of certificates to South Valley area Neighborhood Councils reaching their 10 Year Anniversary: West Hills Neighborhood Council, and Woodland Hills Warner Center Neighborhood Council. (20 Minutes)

ACTION: The Commission and the Department recognized and presented 10 Year Anniversary certificates to representatives of the West Hills Neighborhood Council, Stephen Lenske, President, and Woodland Hills Warner Center Neighborhood Council, Scott Silverstein, Chair.

11. Discussion with various South Valley area Neighborhood Council representatives who wish to report concerns, operations, and best practices. Neighborhood Council representatives should complete their questionnaire in advance of the meeting. This matter will last a maximum of 20 minutes and the time will be divided among those representatives wishing to speak. (20 minutes)

ACTION: Stephen Lenske, West Hills Neighborhood Council, and Scott Silverstein, Chair, Woodland Hills Warner Center Neighborhood Council, gave a report regarding their Neighborhood Council.

12. Commission Business – Comment from Commissioners on subject matters within the Board's jurisdiction. (20 minutes)

1. Comment on Commissioners' own activities/brief announcements.
2. Brief response to statements made or questions posed by persons exercising their general public comment rights/ask staff questions for clarification.
3. Introduce new issues for consideration by the Commission at its next meeting and direct staff to place on the agenda.
4. Ask staff to research issues and report back to the Commission at a future time.

ACTION: Commissioner Mack shared information regarding LA Commons and the Neighborhood Docent program.

Commissioner Lucks, asked if the policy to invite all the surrounding Neighborhood Councils to the Commission meeting was implemented? Commissioner Shaffer, confirmed that the policy was implemented, an email went out to every president and every vice president listed on the Department's site for Neighborhood Councils within the South Valley area.

13. 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 two minutes. (15 minutes)

ACTION: Public comment received from:

Cindy Cleghorn – Sunland-Tujunga area has a homeless issue. Members of the community recently supported a permanent housing project in the area. Requests volunteer badges for Neighborhood Council leaders when visiting City Hall. Explore getting more parking passes for Neighborhood Council volunteers. Ready to regionalize and get the elections process going for 2012.

Mary Garcia – when sending out information for the meetings, the earlier the better. Have the Mayor and other Councilmembers do PSAs about Neighborhood Councils and relevance and importance, will have far more participation.

14. Adjourn

ACTION: Commissioner Lucks moved that the meeting be adjourned at 9:00 p.m. Commissioner Mack seconded the Motion.

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