

CITY OF LOS ANGELES

CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

KAREN MACK
PRESIDENT

LEONARD SHAFFER
VICE PRESIDENT

JOY ATKINSON
LYDIA GRANT
ELI LIPMEN
VICTOR MEDINA
OLIVIA RUBIO

JANET LINDO
Executive Administrative Assistant
TELEPHONE: (213) 978-1551



ERIC GARCETTI
MAYOR



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

GRAYCE LIU
GENERAL MANAGER

www.EmpowerLA.org

MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

MONDAY, MAY 19, 2014 – 1:00 P.M.

**CITY HALL, 10TH FLOOR CONFERENCE CENTER
ROOM 1050, 200 NORTH SPRING STREET
LOS ANGELES, CA 90012**

COMMISSIONERS PRESENT

Karen Mack, President
Leonard Shaffer, Vice President
Joy Atkinson
Lydia Grant
Victor Medina

ABSENT

Olivia Rubio
Eli Lipmen

DEPARTMENT STAFF PRESENT

Grayce Liu, General Manager
Stephen Box, Senior Project Coordinator
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVE

Alois Phillips, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: President Mack gave the introduction.

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

ACTION: President Mack called the meeting to order at 1:17 p.m. Commission roll was called by Janet Lindo. Commissioner Shaffer arrived at 1:35 p.m.

3. Approval of the Minutes of the Regular Meeting of May 6, 2014. (Click on the link to view a copy of the document.) (3 minutes)
http://empowerla.org/wp-content/uploads/2014/05/05-06-14_draft-COMMISSION-MINUTES.pdf

ACTION: Commissioner Medina moved approval of the Minutes of the Regular meeting of May 6, 2014, as written. Commissioner Grant seconded the Motion.

**VOTE: Ayes – 4
Nays – 0**

Motion passes unanimously.

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 three minutes. (15 minutes)

Public comments received from:

Scott Johnson – stakeholder-LA32-EmpowerLA, when you look at the name, the name should represent empowering community members to get involved in the process of governing our community. The sad fact that the first meeting of the new board where the Department came in and want to gut 25 percent of the representatives of our Neighborhood Council by downsizing the board from 21 to 15 is an egregious assault upon representation of our community.

Hugo Pacheco – stakeholder – my concerns both as a City resident and stakeholder are that the current Empowerment LA staff is doing the exact opposite of what is called for on Title 9 of the City Charter.

5. Verbal update from a representative of the Office of the Mayor Eric Garcetti. (10 minutes)

ACTION: No representative present.

6. General Manager's Report. (10 minutes)
 1. Briefing on Departmental activities.
 2. Staffing, budget and other operational matters.
 3. Neighborhood Council 2014 Elections
 4. Neighborhood Council Funding Training

General Manager, Grayce Liu, gave the General Manager's Report.

- **Very proud of staff and appreciate all the work they have done.**
- **Funding staff was stationed throughout the City last week and took in over 200 Demand Warrants.**
- **Elections Team has been awesome, they finished the last region of elections on Sunday in the west area.**
- **Citywide we're up 29% in terms of voter turnout.**
- **Kudos to the Neighborhood Councils for stepping up.**
- **Field Team has excelled in terms of just really dedicating themselves in terms of getting out into the community and helping to train the new boards at their board meetings. As of today they have gone to 50 of the 95 Neighborhood Councils and**

done this training. It's considerable because we are down to five Neighborhood Empowerment Analysts for the 95 Neighborhood Councils. Supervisors, Leyla Campos and Joseph Hari, have also been stepping up and doing trainings as well,

- In the next budget cycle we did ask for additional staffing, one for policy, two for outreach and the Budget and Finance Committee basically have come back with that they will provide us the positions, but they are unfunded at this point. The Department will look and see if we can find funding, not only in our salary savings from this year, but possibly from Neighborhood Council unspent funds. So we won't know what that amount is. It depends on Neighborhood Councils whether or not they will be able to spend down their funds.
- Budget and Finance in terms of their recommendations will still go before City Council for final approval.
- Elections – up 50% in candidates this year over 2012
- 95 Neighborhood Councils, 81 elections, 8 selections, 5 affirmations, 1 loss of quorum
- 2,317 candidates filed for 1,221 open seats (up 49.9% over 2012)
- Citywide voter turnout up 27.3% compared to 2012
 - 2014 - 25,035
 - 2012 - 19,668
- More than 600 volunteers made sure that the voters enjoyed a warm welcome at polls.
- 20 Neighborhood Councils had historic high voter turnout at the polls. That is 23% increase.
- In 2016 we'll be looking at online voting.
- Neighborhood Councils in exhaustive efforts – LA-32, Olympic Park Neighborhood Council, and MacArthur Park Neighborhood Council.

Public comment received from:

Scott Johnson – I want to go back to Ms. Liu's comment regarding issues pertaining to attendance regarding a Neighborhood Council. Board members submitted a public records request while the NC was put on exhaustive efforts. The document that was returned by the Department did not list anything to do with attendance by board members and meetings. Again, I'm wondering if there is a disconnect between your NEAs who are attending the meetings and the information you're getting and the accuracy of the information you're getting, point blank.

7. Commission Committee Reports. (15 minutes)
 1. Ad Hoc Committee re Outreach (Members: Atkinson-Chair, Mack, and Rubio)
 2. Ad Hoc Committee re ability of the Board of Neighborhood Commissioners to implement citywide policies (Members: Shaffer-Chair, Grant, and Medina)
 3. Ad Hoc Committee re Leadership Development for Neighborhood Councils (Members: Rubio-Chair, Medina, and Shaffer)

ACTION: None.

8. A report by Commissioner Eli Lipmen on the development of metrics in relation to the 2014 work plan for the Commission. (10 minutes)

ACTION: None. Commissioner Eli was absent.

9. Previously, the Commission established Regional Standing Committees to provide recommendations to the Commission regarding improvements to the Citywide System of Neighborhood Councils. The Regional Standing Committees, also known as the Neighborhood Council (NC) Plan Review Committees, have forwarded their recommendations to the Commission for review and action. Discussion and POSSIBLE ACTION by the Commission on the recommendations of the Regional Standing Committees and the Commission's positions with respect to the recommendations, including but not limited to drafting a communication or Resolution to the City regarding: (30 minutes) (Click on the links to view copies of the documents.)

http://empowerla.org/wp-content/uploads/2014/01/Memo-re_Eight-Motions.pdf

http://empowerla.org/wp-content/uploads/2014/01/Attachment-A_survey-results.pdf

http://empowerla.org/wp-content/uploads/2014/01/Attachment-B_NC-Resolutions.pdf

http://empowerla.org/wp-content/uploads/2014/01/Survey_8-motions_text2.pdf

http://empowerla.org/wp-content/uploads/2014/05/Training-Policy_Proposed_draft_05-06-14.pdf

1) Training and Leadership Development

NC Plan Review Committees' Recommendation:

- a) Neighborhood Council board members be required to complete Ethics, Financial Policy, Sexual Harassment, and ADA Compliance training, and that the Department offer classes including, but not limited to leadership, City government basics, parliamentary procedures, land use, and candidate training.
- b) There be a citywide standard period of time from date of seating, not to exceed 90 days, that a Board member will have to pass the required training, and that this be enforced by the Neighborhood Council bylaws, which shall prohibit voting on any matter coming before the Neighborhood Council board. Inability of any board member(s) to vote for failure to timely complete training will not affect quorum.

Additional Commission proposals:

- c) That the Commission may amend the recommendation regarding training to include consequences for failure to complete the training within the allowed period of time. The ultimate consequence being the removal by action of the Department of any offending board member.
- d) That the Commission may amend the recommendation regarding training to include Workplace Violence/Bullying Prevention training.

ACTION: Commissioner Shaffer moved to postpone this agenda item to the June 3 regular meeting. Commissioner Grant seconded the motion.

VOTE: Ayes – 5
Nays – 0

Motion passes unanimously.

Public comment received from:

Pete Nicholas – residential stakeholder – Rampart Village –I would add an extra month into your process. I think it is entirely reasonable to receive the committee’s work as wordsmith by Commissioner Shaffer at the beginning of June, but I think then the proper thing to do is to communicate both directly and in email and through the General Manager’s newsletter the idea that this will be taken up in August. The intent of the board is to adopt a final new policy in August giving each local Neighborhood Council the end of June and all of July to schedule its various committee meetings, its board meetings, its focus group, its accepting of public comment, whatever it is.

10. Commission Business - Comment from Commissioners on subject matters within the Board’s jurisdiction. (15 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: None.

11. 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. (15 minutes)

Public comments received from:

Delpit Leonard – new board member, Empowerment Congress Central Area Neighborhood Development Council – few quick questions I have:

1. Who is the Commissioner for South LA and if that Commissioner can obviously come at some point and time and visit our Neighborhood Council?
2. Will done actually send out a letter to all the new board members letting them know when the first meeting is so that when we get installed and all that type of stuff...that’s the question I have for Grayce.
3. The next question I have will go for the City Attorney. I wanted to find out is there’s a conflict of interest if you have a husband and a wife serving on the executive committee of a Neighborhood Council?
4. My final question will is to Commissioner Atkinson, Commissioner Shaffer, Commissioner Mack, Commissioner Grant, and Commissioner Medina,

Robert's Rules of Order, the question is have you all read Robert's Rules of Order and is it a guideline or is it a policy?

My suggestion to this board, this body is to create a summit with all the general managers of the City of LA so that the Neighborhood Council board members could actually meet each and every last general manager in the City of Los Angeles.

Pete Nicholas – we don't control the City Clerk, but to the degree possible I think it's a good idea in the future for us always to try to push our elections forward and away from the close of the fiscal year. I want to commend you all for all the visits you've done, but there's a wide variation on the board amongst you as to how many of you have visited your local Neighborhood Council in a monthly meeting. It's incumbent on each of you to get your pretty faces out to the meetings of those new boards to make yourself known to personalize yourself to your area. There's wide divergence in visiting to Neighborhood Councils and their monthly meeting. You cannot get yourself out there too often.

12. Adjourn

ACTION: Commissioner Medina moved that the meeting be adjourned at 3:12 p.m. Commissioner Shaffer seconded the motion.

**VOTE: Ayes – 5
Nays – 0**

Motion passes unanimously

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