

CITY OF LOS ANGELES
CALIFORNIA

BOARD OF NEIGHBORHOOD
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BONGHWAN (BH) KIM, MPA
GENERAL MANAGER

www.EmpowerLA.org

MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

TUESDAY, JUNE 5, 2012 – 6:00 P.M.

RAMONA HALL COMMUNITY CENTER
4580 NORTH FIGUEROA STREET
LOS ANGELES, CA 90065

COMMISSIONERS PRESENT

Carlene Davis, Vice President
Linda Lucks
Paul Park
Leonard Shaffer

ABSENT

Daniel Gatica
Douglas Epperhart
Karen Mack

DEPARTMENT STAFF PRESENT

BongHwan Kim, General Manager
Janet Lindo, Executive Administrative Assistant

CITY ATTORNEY REPRESENTATIVE

Carmen Hawkins, Deputy City Attorney

1. Introduction (5 minutes)

ACTION: Vice President Davis gave the introduction.

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

ACTION: Vice President Davis called the meeting to order at 6:12 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant.

Commissioner Lucks arrived to the meeting at 6:22 p.m.

3. Approval of the Minutes of the Regular Meeting of May 21, 2012. (Click on the link to view a copy of the document.)

http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/05-21-12_DRAFT_MEETING_MINUTES.pdf (3 minutes)

ACTION: Commissioner Lucks moved that the Minutes of the Regular Meeting of May 21, 2012, be approved as written.

Commissioner Shaffer seconded the Motion.

Vote: Ayes – 4

Nays – 0

Motion carries.

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: Glenn Bailey, Jose-Amparo Garcia, Arthur Jaramillo, Manny Martinez, Andrea Moran, Clifford R. Moseley, Joseph Riser, Wendi Riser, and Judy Shane.

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

ACTION: None.

6. General Manager's Report (10 minutes)

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

ACTION: General Manager, BongHwan Kim, reported the following:

- Internship program established with various universities.
- City Council approved the City budget and the Department's budget and for elections for Neighborhood Councils.

7. 2012 Neighborhood Council election update from the Department of Neighborhood Empowerment. (20 minutes)

ACTION: General Manager, BongHwan Kim, provide the below Neighborhood Council (NC) election updates:

- Administering elections along the template established by the City Clerk
- 12 regions
- Valley elections in August
- 11 Independent Election Administrator (IEAs)
- Election budget approved with four project coordinators to assist with elections
- Supplement election website will go live this Friday
- Leadership academy - rolling out 26 different workshops throughout the city
- 2010 elections - 1,580 board seats open, 1,423 candidates filed, voter turnout- 21,600
- 80 elections citywide (49 NCs - all the board seats open, 31 NCs - have half the board that have open seats, 4 NCs will do elections that have been confirmed, 8 NCs in the process of deciding whether they want to do a selection, if they do not decide by a certain deadline, they will default to an election, 3 NCs have no elections because they decided to have four year terms in the 2010 election.)

Public comments received from: Glenn Bailey, Stephen Box, and Tony Wilkinson,

8. Discussion and possible action by the Commission sending a communication to City Council and its committees regarding the Commission's recommendations for funding or finding methods for paying for Neighborhood Council elections during the 2012 calendar year. (10 minutes)

ACTION: Commissioner Park moved that the Commission draft a letter to the Education and Neighborhoods Committee expressing their concerns and disfavor of the proposal from Councilmember Parks, to see if Neighborhood Councils can be charged a portion of the total cost that the Department was given to conduct citywide Neighborhood Council elections.

Commissioner Shaffer seconded the motion.

**Vote: Ayes - 4
Nays - 0**

Restated motion: Commissioner Park moved that the Commission draft a letter communicating to the City Council expressing the Commission's concerns and disapproval of Councilmember Park's proposal to mandate that Neighborhood Councils pay parts of their budget into Neighborhood Council elections and that the communication would include all of the points that were brought up here at the meeting and making the best argument supporting the Commission's position.

Commissioner Shaffer seconded the motion.

**Vote: Ayes - 4
Nays - 0**

Motion carries.

Public comments received from: Glenn Bailey

9. Discussion and possible action amending the Commission's Rules of Order and the Commission's Operating Policies and Procedures, with respect to the following Rules:
 - a. Rule of Order No. 3 - This Rule addresses the date, time and locations of the Board of Neighborhood Commissioners bi-monthly meetings. Since this Rule was amended in 2011, the Department of Neighborhood Empowerment has moved and the City Clerk changed the City Hall meeting location for the Commission.

Motion: That the Board of Neighborhood Commissioners Rules of Order, Rule #3 be amended as follows:

"All meetings of the Board are open to the public. Consistent with the Ralph M. Brown Act, all Board agendas will be posted within 72 hours of all regular meetings. Copies of the agendas and reports for a meeting will be made available at the Department of Neighborhood Empowerment (Department), located at ~~334-B East Second Street~~ *200 North Spring Street, Room 2005*, and, to the extent feasible, posted on the Department's website: www.EmpowerLA.org.

BOARD OF NEIGHBORHOOD COMMISSIONERS
 REGULAR MEETING MINUTES
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The Board conducts its regular meetings on the 1st Tuesday and the 3rd Monday of each month. The regular meetings that are conducted on the 3rd Monday of each month will begin at 1:00 p.m. in City Hall, 10th Floor Conference Center, Room 4070–1050, 200 North Main Street, Los Angeles, California, 90012. The regular meetings that are conducted on the 1st Tuesday of each month will begin at 6:00 p.m. at the various locations listed below within the City of Los Angeles.

DATE	MEETING LOCATION
January 3rd	Cancelled
January 16th	Cancelled
February 7 th	Central Alameda
February 20th	Cancelled
March 6 th	Northridge West
March 19th	City Hall
April 3 rd	Wilshire Center Koreatown
April 16th	City Hall
May 1 st	Central San Pedro
May 21st	City Hall
June 5 th	Arroyo Seco
June 18th	City Hall
July 3 rd	Neighborhood Council of Westchester-Playa
July 16th	City Hall
August 7 th	Valley Village
August 20th	City Hall
September 4 th	Empowerment Congress West
September 17th	City Hall
October 2 nd	Porter Ranch
October 15th	City Hall
November 6 th	Downtown Los Angeles
November 19th	City Hall
December 4 th	Harbor City
December 17th	City Hall

ACTION: Commissioner Shaffer moved that the Board of Neighborhood Commissioners Rules of Order, Rule #3, be amended as follows:

To strike the words 334B East Second Street, include the words 200 North Spring Street, Room 2005, and further after the words EmpowerLA.org, to strike the period and

add, and be included within the Department's weekly eblast, if feasible, then to strike in the second paragraph, after the word room, the number 1070 and to insert the number 1050.

Commissioner Park seconded the motion

Vote: Ayes - 4

Nays - 0

Motion carries.

Public comments received from: Glenn Bailey

- b. Rule of Order No. 13 - This Rule addresses how notice is provided to the Commission for special meetings.

Motion: That the Board of Neighborhood Commissioners Rules of Order, Rule #13 be amended as follows:

Special meetings may be held anywhere in the City, provided that notice prescribed by law is duly given, a 24-hour posting of written notice and delivery by personal service, ~~or~~by mail *or by any other available and requested electronic means* of the notice to Commissioners and news media (who have requested notice of special meetings) is required.

ACTION: Commissioner Lucks moved that special meetings may be held anywhere in the City, provided that notice prescribed by law is duly given, a 24-hour posting of written notice and delivery by personal service, by mail *or by any other available and requested electronic means* of the notice to Commissioners and news media (who have requested notice of special meetings) is required and to the extent feasible on the Early Notification System (ENS) and the eblast.

Commissioner Park seconded the motion.

Vote: Ayes - 4

Nays - 0

Motion carries.

- c. Rule of Order No 21 - This Rule addresses how the Board votes on matters that come before it and how those votes are counted. Administrative Code Section 21.19 requires that members of Commissions such as ours must vote affirmatively yes or no on questions presented for a vote. If a Commissioner either affirmatively abstains or chooses not to state how they vote the record must reflect they voted "yes". Therefore the committee's proposed amendment to Rule #21 must be withdrawn.

ACTION: None.

- d. Rule of Order No. 31 - This Rule addresses the mechanism for the Commission receiving reports and motions from its committees.

Motion: That the Board of Neighborhood Commissioners Rules of Order, Rule #31 be amended as follows:

Committees shall make reports on matters referred to them by the Board. A member of a committee may provide verbal status reports as deemed

appropriate. The committee shall report final findings and/or recommendations *in writing* to the Board at the conclusion of the assignment.

All committee recommendations and/or motions presented to the Board shall be made available to the public concurrently with the posting of the agenda for any regular or special meeting where such recommendations and/or motions are to be considered for action by the Board.

ACTION: Commissioner Shaffer moved that Committees shall make reports on matters referred to them by the Board. A member of a committee may provide verbal status reports as deemed appropriate. The committee shall report final findings and/or recommendations in writing to the Board at the conclusion of the assignment.

All committee recommendations and/or motions presented to the Board shall be made available to the public concurrently with the posting of the agenda for any regular or special meeting where such recommendations and/or motions are to be considered for action by the Board.

Commissioner Park seconded the motion.

Vote: Ayes - 4

Nays - 0

Motion carries.

10. PUBLIC HEARING: The Commission would like to hear from Neighborhood Councils regarding establishing a set of standards to guide Neighborhood Council operations and provide a uniform measure of competence for Neighborhood Council officers, board members and volunteers. (Click on the link to view a copy of the document.)
(http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Neighborhood_Council_Standards_V2.pdf) (60 minutes)

ACTION: None.

Public comments received from: Glenn Bailey, Alexia Teran, and Kenneth Wyrick.

11. Recognition and presentation of certificates to East area Neighborhood Councils reaching their 10 Year Anniversary: Boyle Heights Neighborhood Council, Eagle Rock Neighborhood Council, Elysian Valley Riverside Neighborhood Council, Glassell Park Neighborhood Council, Greater Cypress Park Neighborhood Council, Greater Echo Park Elysian Neighborhood Council, Historic Highland Park Neighborhood Council, LA-32 Neighborhood Council, and Lincoln Heights Neighborhood Council. (20 Minutes)

ACTION: Recognition and presentation of 10 Year Anniversary certificates were presented to: Boyle Heights Neighborhood Council, Lincoln Heights Neighborhood Council, and Greater Cypress Park Neighborhood Council.

12. Discussion with various East 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: None.

Public comments received from: Alexia Teran, and Kenneth Wyrick.

13. 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: Comments received from Commissioners Lucks and Shaffer.

14. 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: M. Mike Khalid, and Kenneth Wyrick.

15. Adjourn

ACTION: Commissioner Lucks moved that the meeting be adjourned at 8:35 p.m. Commissioner Shaffer seconded the Motion.

Vote: Ayes – 4

Nays – 0

Motion carries.