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CALIFORNIA

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GENERAL MANAGER

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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

MONDAY, JUNE 18, 2012 – 1:00 P.M.

CITY HALL, 10<sup>TH</sup> FLOOR CONFERENCE CENTER  
ROOM 1050, 200 NORTH SPRING STREET  
LOS ANGELES, CA 90012

**COMMISSIONERS PRESENT**

Daniel Gatica, President  
Douglas Epperhart  
Karen Mack  
Paul Park  
Leonard Shaffer

**ABSENT**

Carlene Davis  
Linda Lucks

**DEPARTMENT STAFF PRESENT**

BongHwan Kim, General Manager  
Grayce Liu, Senior Project Coordinator  
Janet Lindo, Executive Administrative Assistant

**CITY ATTORNEY REPRESENTATIVE**

Darren Martinez, Deputy City Attorney  
Capri Maddox, 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 1:05 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant.**

3. Approval of the Minutes of the Regular Meeting of June 5, 2012. (Click on the link to view a copy of the document.)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/06-05-12\\_draft\\_MINUTES.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/06-05-12_draft_MINUTES.pdf) (3 minutes)

**ACTION: Commissioner Shaffer moved that the Minutes of the Regular Meeting of June 5, 2012, be approved as written. Commissioner Park seconded the Motion.**

**Vote: Ayes – 5 (Commissioners Gatica, Epperhart, Mack, Park and Shaffer)**

**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 two minutes. (15 minutes)

**ACTION: None.**

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, gave a verbal update on Departmental activities, staffing, budget and other operational matter.**

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

**ACTION: General Manager, BongHwan Kim, gave a verbal update regarding 2012 Neighborhood Council elections.**

8. PUBLIC HEARING: Determination regarding the bylaw amendment application filed by the Greater Griffith Park Neighborhood Council requesting to change the qualifications of ten of their fifteen District Representatives from general stakeholders to "live or owns property" stakeholders. (Click on the link to view a copy of the document.)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/GGPNC\\_Board\\_Structure\\_Change\\_Request\\_Report\\_061312.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/GGPNC_Board_Structure_Change_Request_Report_061312.pdf) (10 minutes)

**ACTION: Commissioner Epperhart moved that the Board of Neighborhood Commissioners FIND the Greater Griffith Park Neighborhood Council's request to change the qualifications of ten (10) of their fifteen (15) District Representatives from general stakeholders "who live or own property" in the District they are representing consistent with the principles governing a Certified Neighborhood Council's purpose and operations per Article VI, Section 3c of the Plan for a Citywide System of Neighborhood Councils; and APPROVE the requested change to the Greater Griffith Park Neighborhood Council's bylaws.**

**Commissioner Park seconded the Motion.**

**Vote: Ayes – 5 (Commissioners Gatica, Epperhart, Mack, Park and Shaffer)**

**Nays – 0**

**Motion passes unanimously.**

**Public comment received from: Linda Demmers and Barbara Ferris.**

9. Discussion and possible action by the Commission approving Resolutions to enter into contracts and delegate to the Department of Neighborhood Empowerment the ability to finalize and execute the following contracts on behalf of the Commission:
- Personal Services Agreements for Education and Training Services namely: Blue Garnet Associates, and Beacon Management Group.
  - Temporary Staffing Services to provide personal services to the Neighborhood Councils namely: AppleOne Employment Services, Lloyd Staffing, and Partners In Diversity, Inc. (Click on the link to view a copy of the document.)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/Education Training Agreement memo.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Education_Training_Agreement_memo.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/Beacon Management Group contract.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Beacon_Management_Group_contract.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/BlueGarnet contract Part1.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/BlueGarnet_contract_Part1.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/BlueGarnet contract Part2.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/BlueGarnet_contract_Part2.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/BlueGarnet contract Part3.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/BlueGarnet_contract_Part3.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/TemporaryStaffingServices Agreement memo.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/TemporaryStaffingServices_Agreement_memo.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part1.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part1.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part2.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part2.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part3.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part3.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part4.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part4.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part5.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part5.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part6.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part6.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part7.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part7.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part8.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part8.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part9.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part9.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part10.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part10.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne contract part\\_11.pdf/](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part_11.pdf/)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/AppleOne\\_contract\\_part\\_12.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/AppleOne_contract_part_12.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/Lloyd\\_Staffing\\_contract.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Lloyd_Staffing_contract.pdf)

[http://done.lacity.org/dnn/portals/0/documents/LEARN/About\\_the\\_commission/Partners\\_In\\_Diversity\\_contract.pdf](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Partners_In_Diversity_contract.pdf) (30 minutes)

**ACTION: Vendor representatives: AppleOne - Jennifer Rounds, Beacon - Brandon Shamim, Blue Garnet - Way-Ting Chen, Lloyd Staffing - Lourdes Santana, Partners In Diversity, Inc. - Arlene Apodaca.**

**Commissioner Shaffer moved to postpone Agenda Item No. 9 until the meeting of July 16, 2012.**

**Commissioner Park seconded the Motion.**

**Vote: Ayes – 4 (Commissioners Gatica, Mack, Park and Shaffer)**

**Nays – 1 (Commissioner Epperhart)**

**Motion passes.**

**Public comment received from: Glenn Bailey and Charles Lindenblatt.**

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](http://done.lacity.org/dnn/portals/0/documents/LEARN/About_the_commission/Neighborhood_Council_Standards_V2.pdf) (60 minutes)

**ACTION: None.**

**Public comment received from: Glenn Bailey.**

11. 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 Shaffer requested that the following item be added to a future Commission agenda:**

- **In order to be more responsive, Neighborhood Councils must be communicated with on a regular basis by the City Council and other City departments to allow the Neighborhood Council time to prepare for things that will be coming in the future.**

**Commissioner Epperhart requested that the following items be added to a future Commission agenda:**

- **Posting Policy.**

- **The City Council and all of its committees shall allow a five minute public comment period to all speakers that are officially representing their Neighborhood Councils.**
- **Define lives, works, and own property.**

**Commissioner Mack requested that the following item be added to a future Commission agenda:**

- **Self-assessment.**

12. 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 comment received from: Glenn Bailey and Pastor Joyce Chapman.**

13. Adjourn

**ACTION: Commissioner Mack moved that the meeting be adjourned at 3:12 p.m. Commissioner Epperhart seconded the Motion.**

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