

CITY OF LOS ANGELES  
CALIFORNIA

BOARD OF NEIGHBORHOOD  
COMMISSIONERS

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**MINUTES**

**BOARD OF NEIGHBORHOOD COMMISSIONERS**

**SPECIAL MEETING AGENDA**

**TUESDAY, DECEMBER 6, 2011 – 6:00 P.M.**

**THE PLAZA AT CABRILLO MARINA**  
**CABRILLO PLAZA BERTH 28**  
**SAN PEDRO, CA 90731**

**COMMISSIONERS PRESENT**

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

**ABSENT**

Paul Park

**DEPARTMENT STAFF PRESENT**

BongHwan Kim, General Manager  
Janet Lindo, Executive Administrative Assistant

**CITY ATTORNEY REPRESENTATIVE**

Carmen Hawkins, Deputy City Attorney  
Rita Venegas, 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 6:23 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant. Commission Vice President Davis arrived at 6:39 p.m.**

3. Approval of the Minutes of the Regular Meeting of November 21, 2011. (3 minutes)

**ACTION:** Commissioner Shaffer requested that the November 21, 2011, Minutes reflect a change under Agenda Item No. 9, Public Comment, Public Hearing, Historic Highland Park, Dr. Stanley W. Moore's comment: objects to the use of Ad Hoc Committees as opposed to Standing Committees.

Commissioner Shaffer moved that the Minutes of the Regular Meeting of November 21, 2011, be approved with the stated change.

Commissioner Mack seconded the Motion.

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

**Nays – 0**

**Abstention – 1 (Commissioner Lucks)**

**Motion passes.**

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: Public comment received from:**

Linda Alexander – Central San Pedro Neighborhood Council, congratulate Commissioner Epperhart on his appointment to the Commission.

Robert Gelfand – welcome Commissioner Shaffer to the Commission.

Grant Reed – congratulate Commissioner Epperhart for his appointment to the Commission.

June Burlingame Smith – President of Coastal San Pedro Neighborhood Council, welcome the Commission and is happy that Commissioner Epperhart is on the Commission.

Ivan Spiegel – welcome Commissioner Epperhart to the Commission. Money and elections, cost of elections has not been mentioned. Ask the Commission to have folks put a price tag to the election options.

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: The General Manager provided the following updates regarding Departmental activities, budget and staffing:**

- **University Partnerships – Loyola Marymount University (LMU) Professor of Political Science has created some internships for students. Five Neighborhood Councils applied for an intern for two quarters.**

- **Reform Motions** – are going forward. Arts, Parks, and Neighborhoods (APN) Committee will begin hearing the report backs at their next meeting. At that meeting they will probably take up the matter of Neighborhood Council elections.
- **Budget** - budget due to Mayor's Office, Friday, December 9, 2011. A place holder figure was put into the budget for elections. The Department is asking for \$635,000 to conduct the elections. All City Departments are requested to offer 6% and 12% cuts to the Mayor's Office and that would include Neighborhood Council funds.

7. Discussion and possible action amending the Commission's Rules of Order, Rule number 3, regarding the dates, times and locations for the regular meetings of the Board of Neighborhood Commissioners. (10 minutes)

**ACTION: Commissioner Lucks moved amending the Commission's Rules of Order, Rule number 3, regarding the dates, times and locations for the regular meetings of the Board of Neighborhood Commissioners.**

**Commissioner Davis seconded the Motion.**

**Vote: Ayes – 6, Nays – 0**

**Motion passes unanimously.**

8. Recognition and presentation of certificates to Harbor area Neighborhood Councils reaching their 10 Year Anniversary: Central San Pedro Neighborhood Council, Coastal San Pedro Neighborhood Council, Harbor City Neighborhood Council, Northwest San Pedro Neighborhood Council, and Wilmington Neighborhood Council. (20 Minutes)

**ACTION: The Commission and the Department recognized and presented 10 Year Anniversary certificates to representatives of the Central San Pedro Neighborhood Council, Coastal San Pedro Neighborhood Council, Harbor City Neighborhood Council, Northwest San Pedro Neighborhood Council, and Wilmington Neighborhood Council.**

9. Discussion with various Harbor 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: The following Neighborhood Council representatives presented information regarding their Neighborhood Council:**

June Burlingame Smith, President, Coastal San Pedro Neighborhood Council - the key to working together is good training, an emphasis on outreach, reach out and support other area Neighborhood Councils, community events, treat each other with respect.

Diana Nave, President, Northwest San Pedro Neighborhood Council – the Neighborhood Council has never had a contentious meeting in 10 years, stagger terms, straight and up front with people when they consider running for the board about expectations of the board, have a strong committee system. Outreach – the three presidents rode in the San Pedro Holiday Parade, sponsors Candy Cane Lane and Halloween activity at Peck Park, annual board retreat, leveraging and partnership is key.

Linda Alexander, President, and Carrie Scoffield, Central San Pedro Neighborhood Council, board elects the officers, extending outreach and stakeholder participation, a heavy focus on the downtown area, supports the arts, focusing on having a stronger, more effective voice with the Commission and the Department.

Nelson Williams, holds the Church Caucus seat for the Wilmington Neighborhood Council, he devised a pilot program, COACH (Coalition of Area Churches), based on getting the church leaders together in the Wilmington community and forming some type of foundation. The foundation will be based on a board structure with a youth leadership program. COACH will identify men and women of the community with specialized skills in the event of a disaster or emergency.

Joan Jacobs, representative, Harbor Gateway North Neighborhood Council, yearly retreats for setting goals and to go over what goals have been achieved in the previous year, conducted emergency preparedness training, PLUM Committee meets one time a month, major outreach was their elections where they had the highest number of participants who voted in the Harbor area.

10. The August 16, 2011, motions proposed several reforms to the Neighborhood Council system and requested that City staff report back on the trainings that should be provided to Neighborhood Council board members, a system for a regional grievance/complaint process, methods for increasing self-governance by Neighborhood Councils, and improvements to the Neighborhood Council Funding Program. Discussion and possible action regarding staff report back on the following City Council motions. (40 minutes)

(a.) Motion regarding training. (See: <http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=11-1017>.)

**ACTION: Commissioner Lucks moved that the Board of Neighborhood Commissioners accept the Department's recommendation regarding training (10a) as it is written.**

**Commissioner Shaffer seconded the Motion.**

**Commissioner Epperhart moved that Commissioner Lucks' motion be withdrawn.**

**Commissioner Lucks was not willing to withdraw her motion.**

**Commissioner Epperhart offered a substitute motion and moved that the Board of Neighborhood Commissioners commends the Department of Neighborhood Empowerment for its work on these reports and looks forward to working with the Department and Neighborhood Councils, as well as the City Council to develop the details of how we will approach these motions.**

**Commissioner Shaffer seconded the substitute motion.**

**After discussion by the Commission, Commissioner Epperhart withdrew the substitute motion.**

**Commissioner Shaffer offered an amendment to the original motion and moved that the Board of Neighborhood Commissioners accept and support the report and further look forward to greater clarification and specification of means and methods to effectuate training within the Neighborhood Council system.**

**Commissioner Davis seconded the amended Motion.**

**Vote: Ayes – 5 (Gatica, Davis, Lucks, Mack, Shaffer)  
Nays – 1 (Epperhart)**

**The Commission passed the amendment to the Motion.**

**Original Motion**

**Commissioner Lucks moved that the Board of Neighborhood Commissioners accept the Department's recommendation regarding training (10a) as it is written.**

**Vote: Ayes – 5 (Gatica, Davis, Lucks, Mack, Shaffer)  
Nays – 1 (Epperhart)**

**The Commission passed the Motion as amended.**

(b.) Motion regarding regional complaint panels. (See: <http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=11-1018>.)

(c.) Motion regarding greater autonomy and self-governance for Neighborhood Councils. (See: <http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=11-1019>.)

(d.) Motion regarding improvements to the Neighborhood Council Funding Program. (See: <http://cityclerk.lacity.org/lacityclerkconnect/index.cfm?fa=ccfi.viewrecord&cfnumber=11-1020>.)

**Public comment received from:**

Ivan Spiegel – How much are these reports going to cost us? Training, leadership training is so important. Can you mandate training? Ask the Commission to pass a motion to approve the Department report.

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: Commissioners Lucks, Mack, and Shaffer gave a summary of the Arts, Park, & Neighborhood Committee (APN) meeting they attended.**

- A lot of angry people attended the meeting
- General tenor of the discussion, however they are done to support elections of Neighborhood Council in 2012
- Not to force an extension of terms
- Disagreement as to whether Neighborhood Councils could opt out or not opt out of the process.
- Councilmember Krekorian seemed very supportive of the idea that something needs to be done to bring about the ability for Neighborhood Councils to have elections or a selection process.
- It was disappointing that Councilmember Krekorian was the only one present at the meeting.
- Commissioner Epperhart submitted a proposal for a Board of Neighborhood Commissioners Work Plan for 2012, would like for it to be added to the next meeting agenda.

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)

**ACTION: NONE.**

13. Adjourn

**ACTION: Commissioner Lucks moved that the meeting be adjourned at 9:34 p.m. Commissioner Epperhart seconded the Motion.**

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