

CITY OF LOS ANGELES  
CALIFORNIA

DEPARTMENT OF  
NEIGHBORHOOD EMPOWERMENT

BOARD OF NEIGHBORHOOD  
COMMISSIONERS

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GENERAL MANAGER

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**MINUTES**

**BOARD OF NEIGHBORHOOD COMMISSIONERS**

**REGULAR MEETING**

**TUESDAY, MARCH 6, 2012 – 6:00 P.M.**

**BECKFORD ELEMENTARY SCHOOL - AUDITORIUM  
19130 TULSA STREET  
NORTHRIDGE, CA 91326**

**COMMISSIONERS PRESENT**

Daniel Gatica, President  
Douglas Epperhart  
Linda Lucks  
Karen Mack  
Paul Park

**ABSENT**

Carlene Davis  
Leonard Shaffer

**DEPARTMENT STAFF PRESENT**

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

**CITY ATTORNEY REPRESENTATIVE**

Carmen Hawkins, 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 6:15 p.m. Commission roll was called by Janet Lindo, Executive Administrative Assistant.**

3. Approval of the Minutes of the Regular Meeting of February 7, 2012. (3 minutes)

**ACTION: Commissioner Epperhart moved that the Minutes of the Regular Meeting of February 7, 2012, be approved as written.**

**Commissioner Lucks seconded the Motion.**

**Vote: Ayes – 5**

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

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: None.**

7. Discussion and possible action by the Commission regarding Neighborhood Council elections including an update from the Los Angeles Alliance of Neighborhood Councils/Elections Task Force. (30 minutes)

**ACTION: None.**

**Public comments received from: Glenn Bailey, Pamela Bolin, Cindy Cleghorn, Jay Handal, Mike O'Gara, Mark Seigel, and Juativa Spurlock.**

8. Discussion and possible action by the Commission approving a resolution or letter to the Education and Neighborhoods Committee outlining the concerns facing the Neighborhood Council system. Currently, the Education and Neighborhoods Committee is holding hearings throughout the City requesting suggestions for improving the Neighborhood Council system, including issues regarding the funding program, elections, board member training, grievance, definition of stakeholder, the role of the Department of Neighborhood Empowerment (DONE) and the Board of Neighborhood Commissioners (BONC). (30 minutes)

**ACTION: Agenda Item postponed to the next Commission meeting.**

9. Recognition and presentation of certificates to North Valley area Neighborhood Councils reaching their 5 Year Anniversary: Panorama City Neighborhood Council and their 10 Year Anniversary: Pacoima Neighborhood Council and Sun Valley Area Neighborhood Council. (20 Minutes)

**ACTION: None.**

10. Discussion with various North 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: None.**

11. Update on the Commission adopted work plan. (30 minutes)

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.
2. To devise and implement a leadership development program to improve and extend the skills of Neighborhood Council officers, board members and other volunteers.
3. To devise and implement a citywide publicity and outreach campaign to raise awareness of Neighborhood Councils and encourage participation by stakeholders.
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.

**ACTION: Agenda item postponed to the next Commission meeting.**

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: None.**

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 comments received from:** Steve Martinez, Jeffrey Stansfield, Cindy Cleghorn

14. Adjourn

**ACTION: Commissioner Epperhart moved that the meeting be adjourned at 8:40 p.m. Commissioner Mack seconded the Motion.**

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