ADOPTED 08-07-14

CITY OF LOS ANGELES

CALIFORNIA

BOARD OF NEIGHBORHOOD COMMISSIONERS

KAREN MACK
PRESIDENT

LEONARD SHAFFER
VICE PRESIDENT

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MINUTES

BOARD OF NEIGHBORHOOD COMMISSIONERS

REGULAR MEETING

MONDAY, JULY 21, 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
Eli Lipmen
Victor Medina
Olivia Rubio

ABSENT
None

DEPARTMENT STAFF PRESENT
Grayce Liu, General Manager
Joseph Hari, Senior Project Coordinator
Armando Ruiz, Senior Management Analyst I
Sevak Paramazian, Election Assistant III
Jose Galdamez, Election Assistant III
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 1:03 p.m. Commission roll was called by Janet Lindo. Commissioner Lipmen arrived at 1:11 p.m. Commissioner Rubio arrived at 1:13 p.m.

3. Approval of the Minutes of the Regular Meeting of July 1, 2014. (Click on the link to view a copy of the document.) (3 minutes)
http://empowerla.org/wp-content/uploads/2014/07/07-01-14_draft_COMMISSION-MINUTES.pdf

ACTION: Commissioner Shaffer made a correction to the July 1, 2014, minutes. Item no. 6 although at the bottom it shows the total of yes and no, where it shows the vote it does not show that Commissioner Mack and Commissioner Shaffer were the two no votes, it show as zero for nays.

Commissioner Atkinson moved approval of the Minutes of the Regular meeting of July 1, 2014, as corrected. Commissioner Grant seconded the Motion.

Note: The agenda item noted for correction by Commissioner Shaffer is item no. 7 not item no. 6.

VOTE: Ayes – 5 (Atkinson, Grant, Mack, Medina, and Shaffer)
Nays – 0
Abstention – 0
Absent – 2 (Lipmen, Rubio)

TOTAL – Ayes_5_ Nays_0_ Abstention_0_ Absent_2_ Motion Carries_X_ Fails ___

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: None.

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

ACTION: Heather Repenning, Director, Office of External Affairs, recognized the work of the Commission and congratulated the Commission on the leadership in getting through a round of elections all at once.

6. General Manager's Report. (10 minutes)
    1. Briefing on Departmental activities.
    2. Staffing, budget and other operational matters.

ACTION: General Manager's report given by General Manager, Grayce Liu, and staff.

Armando Ruiz - Funding

- **NC checking accounts - as of July 1st, 95 in the process of being set up of those 95, 93 are open with about 90 that have seed money already in them meaning the**

first $4,000 that we were going to deposit into their checking accounts to kind of get each Neighborhood Council up and running to cover their operations and expenses for July.

- **Staff is currently in the process of setting up appointments as we receive the bank cards we're calling in the treasurer and second signer to come in and pick up their bank cards as well as set up their online account access.**
- **In the meantime we're also making sure that the Neighborhood Councils expenses are being paid. Staff is working to pay operational bills if they have not gotten their account stuff ready by now. We'll receive the invoices and pay them to keep them afloat, for example for their storage bills, phone bills, utility, any other operational expense.**
- **We've also been providing additional information on our website as to our new procedures.**
- **We have a full funding training on our website.**

Joe Hari – Field Operations

- **Working on a policy tracker for the NC Plan Review Committee**
- **Trainings – we've done all of the trainings.**
- **There will be 4 or 5 ethics and open government trainings.**
- **Budget Advocates have scheduled Budget Day for Saturday, August 16th.**

Jose Galdamez and Sevak Paramazian – Outreach

- **EmpowerLA Awards – 35 submission from the Neighborhood Councils**
- **We have a few regions that do not have submissions, Regions 7 and 8. We are talking to staff to see if there are projects they know of.**
- **June 19 we held an event in the Valley in Encino called Secret of the Universe.**
- **We came up with website standards that we are asking Neighborhood Councils to follow.**
- **We are working with Commissioners Lipmen and Grant with Nation Builder. We're trying to get 12 leaders, one from each region, to pilot or mentor the other Neighborhood Councils on Nation Builder.**

7. Commission Committee Reports. (45 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)
    4. Ad Hoc Committee re Website development (Members: Grant and Lipmen)

ACTION: None.

Public comment received from:

Pete Nicholas, Rampart Village Neighborhood Council – since we've just had the elections and just seated new boards everywhere I think it's an especially opportune time to quickly get out your one sheet where you layout the expectations for every newly elected board member that these are what is expected of you. It covers business

related to the Council, inside and outside of meetings, its speech, its action, its everything and it should include something that says and I understand that there are remedial remedies specified by the board if there are allegations that I have failed to meet these.

8. Discussion and possible action regarding the EmpowerLA Awards process. (15 minutes)

ACTION: None.

Public comment received from:

Leo Portel, Board Member, South Robertson Neighborhood Council – I came to listen and hear and didn't really come with an objective other than to listen. The award process should just continue and just learn from this experience and move it forward for next year allow a longer time period instead of opening it up again and possibly delaying the process for the community.

9. Discussion and possible action by the Commission to review and amend Commission Policy Number 2014-01 regarding Neighborhood Council Posting Requirements. (Click on the link to view a copy of the document.) (10 minutes) http://empowerla.org/wp-content/uploads/2014/05/Neighborhood-Council-Agenda-Posting-Requirements_Policy-2014-01_Adopted-05-06-141.pdf

ACTION: Commissioner Shaffer motioned that Commission Policy Number 2014-01 be amended as follows:

1. **The second sentence read: Any additional physical postings shall be Brown Act time compliant.**

4. **The last paragraph beginning with the word distribution read: Distribution to the email list shall occur at the time meeting information is disseminated to the board or committee members.**

Commissioner Medina seconded the motion.

VOTE: Ayes – 7 (Atkinson, Grant, Lipmen, Mack, Medina, Rubio, and Shaffer)
Nays – 0
Abstention – 0
Absent – 0

TOTAL – Ayes_7_ Nays_0_ Abstention_0_ Absent_0_ Motion Carries_X_ Fails ___

Public comment received from:

Pete Nicholas – I would strongly advocate that you require that Neighborhood Councils send all their electronic notices and agendas in the same Brown Act time period as the Brown Act requirement themselves.

Leo Portel – I think these changes are always in the benefit of the community. I think it's a good proposal, this amendment requirement. I think it's a good thing.

10. Discussion and possible action amending the Commission's Rules of Order, Rule number 3, regarding changing the meeting location for the September 2, 2014, and October 7, 2014, regular meetings of the Board of Neighborhood Commissioners. Click on the link to view a copy of the document.) (10 minutes)
http://empowerla.org/wp-content/uploads/2014/07/2014_StandingMeetingsLocation_revised_07-01-14.pdf

ACTION: Commissioner Shaffer moved to amend the Commission's Rules of Order, Rule number 3, changing the meeting location for the September 2, 2014, and October 7, 2014, regular meetings of the Board of Neighborhood Commissioners. Commissioner Medina seconded the motion.

VOTE: Ayes – 7 (Atkinson, Grant, Lipmen, Mack, Medina, Rubio, and Shaffer)
Nays – 0
Abstention – 0
Absent – 0

TOTAL – Ayes 7 Nays 0 Abstention 0 Absent 0 Motion Carries X Fails ___

11. Election of Officers for President and Vice President. (10 Minutes)

ACTION: Commissioner Shaffer moved to nominate for the position of President, Commissioner Mack. Commissioner Rubio seconded the motion.

VOTE: Ayes – 7 (Atkinson, Grant, Lipmen, Mack, Medina, Rubio, and Shaffer)
Nays – 0
Abstention – 0
Absent – 0

TOTAL – Ayes 7 Nays 0 Abstention 0 Absent 0 Motion Carries X Fails ___

Commissioner Mack moved to nominate Len Shaffer to be Vice President. Commissioner Medina seconded the motion.

VOTE: Ayes – 7 (Atkinson, Grant, Lipmen, Mack, Medina, Rubio, and Shaffer)
Nays – 0
Abstention – 0
Absent – 0

TOTAL – Ayes 7 Nays 0 Abstention 0 Absent 0 Motion Carries X Fails ___

12. 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.

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 three minutes. (15 minutes)

Public comment received: None.

14. Adjourn

ACTION: Commissioner Shaffer moved that the meeting be adjourned at 3:55 p.m. Commissioner Medina seconded the motion.

VOTE: Ayes – 7 (Atkinson, Grant, Lipmen, Mack, Medina, Rubio, and Shaffer)
Nays – 0
Abstention – 0
Absent – 0

TOTAL – Ayes_7_ Nays_0_ Abstention_0_ Absent_0_ Motion Carries_x_ Fails ___

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